

**LITTLE BUDWORTH PARISH COUNCIL**  
**Minutes of Little Budworth Parish Council meeting held on**  
**Tuesday 2<sup>nd</sup> September 2025 at Little Budworth Jubilee Hall**

**Meeting started 7pm**

**Action by**

	<p><b>Present:</b> Cllr Peter Robinson (PR) (Chair), Cllr Samantha Crossley-Spann (Vice Chair) (SC), Cllr Linda Jones (LCJ), Cllr Dave Lee (DL), Cllr Chris Lee (CL), Cllr Caroline Hall (CH)  1 Member of Public (prior to being co-opted)  In Attendance -Clerk -Tracey Whitlow (TW).  Ward Councillor Charles Hardy (WC) (7.20pm)</p>	
25/60	<p><b>Apologies for Absence were received &amp; approved from:</b>  Cllr Jenny Marshall (JM),</p>	
25/61	<p><b>Declarations of Members' Interests:</b>  None</p>	
25/62	<p><b>Approval of Minutes:</b>  The minutes of the Parish Council meeting held on Tuesday 1 July 2025 were approved &amp; signed by the Chair.</p>	
25/63	<p><b>Ward Councillor Report:</b>  WC reported on:  Devolution.  Encouraged the PC to apply for a members budget grant for the painting of the phone box. TW to complete paperwork.</p>	<b>TW</b>
25/64	<p><b>Public Participation:</b>  None</p>	
25/65	<p><b>Co-option:</b>  One MOP had expressed an interest in being Co-opted to the parish Council. Proposed &amp; seconded. Voted Unanimously.  The Parish Council welcomed Richard Percival to the PC  TW to send him paperwork for completion and set up a PC email account.</p>	<b>TW</b>
25/66	<p><b>Clerks Report:</b>  <b>New Local Plan Consultation:</b> has been circulated to council and the public, via website &amp; social media. Consultation now closed. Draft report will be 12 months, with the new plan expected to be adopted December 2026. All planning applications will continue to be considered under the present legislation up to the new plan being adopted.  <b>War Memorial Fence:</b> painting is imminent.  TW has been to collect parish council paperwork that was not handed over from the previous clerk. This will be deposited at Cheshire Archives in the near future, when time allows.</p>	
25/67	<p><b>Accounts/Financial:</b></p> <ol style="list-style-type: none"> <li>1. Note Income received/ratify payments made/authorise invoices received.  Payment Schedule <b>Approved &amp; signed.</b> See Appendix 1</li> <li>2. Bank Reconciliation to 27.08.25. <b>Approved and signed.</b>  See Appendix 2</li> <li>3. New NALC pay scale increase noted, backdated to 01.04.25 (Contractual)</li> </ol>	

25/68	<p><b>Village Events:</b>  <b>Treasure Trail</b> – will take place on 25/10/25  <b>Village clean-up</b> is required again. LCJ to organise.</p>	<p>LCJ  LCJ</p>
25/69	<p><b>Highways:</b>  Beech Road is in need of re-surfacing, and many footpath defects have been noted. DL &amp; CL to forward information to TW to follow up with Highways.  TW to also email highways for gully emptying.</p>	<p>DL  CL  TW</p>
25/70	<p><b>Planning Applications:</b>  <b>New planning applications:</b>  <b>25/01188/FUL</b> Park Place Farm Rushton Lane Little Budworth Tarporley Proposal: Erection of an additional slurry tower at Park Place Farm. Reviewed via email under delegated authority. No comments.</p> <p><b>Decisions/Appeals notified from LPA</b>  <b>24/02385/FUL</b> Hollies Farm Shop The Hollies Forest Road Tarporley Proposal: Single storey extension. <b>Approved 08/07/25</b>  <b>25/00319/FUL</b> Keepers Cottage Hickhurst Lane Little Budworth Tarporley CW6 9AY Proposal: Conversion of redundant building to dwelling. <b>Refused 15.07.25</b>. This has now gone to appeal.  <b>24/03653/FUL</b> Sundial House Whitehall Lane Little Budworth Tarporley Proposal: Replacement single storey dwelling, with solar panels. <b>Approved 01/08/25</b></p>	
25/71	<p><b>Phone Box Refurbishment:</b>  TW has obtained quotes for repainting only at £650 plus the paint.  <b>Resolved</b> to suspend Financial Regs (5.9) as trying to find a contractor to carry out the work has proved difficult. <b>Resolved</b> to appoint Rock Graphics to complete the re-painting of the phone box only, and further refurbishment work will be carried out separately at a later date.</p>	<p>TW</p>
25/72	<p><b>Working Groups/committees:</b></p> <ol style="list-style-type: none"> <li><b>Litter Pick:</b> Proposed date for the next litter picks is 15 November,</li> <li><b>Planting Group:</b> Have been occupied with general maintenance work.</li> <li><b>Oulton Park Liaison committee:</b> Villagers Day MSV have donated £2514.50 to the PC. Thanks were given for this.  <b>Speed restrictions</b> at the last OP meeting appeared to work well, although still HGV's still going through the village.</li> <li><b>Little Budworth Common:</b> No new volunteers have come forward. Good turnout for the last working group, with strimming, installing posts and general maintenance carried out.</li> <li><b>Little Budworth Charities.</b> No meetings.</li> </ol>	
25/73	<p><b>Asset Maintenance &amp; Register:</b></p> <ol style="list-style-type: none"> <li><b>Playground</b> - Playground visually inspected by PR.</li> <li><b>Village Green General</b> – no issues to report.</li> </ol>	
25/74	<p><b>Action List:</b> Discussed.</p>	
25/75	<p><b>Items for next meeting:</b> Policy review. New policies - IT, Internet Banking, Biodiversity. Elect PC member to the LB Charities. Domain Name change &amp; change of hosting company. Consider purchase of an item for the church from the proceeds of the village fete.</p>	
25/76	<p><b>Date for next meeting</b> – Tuesday 7<sup>th</sup> October 2025 7pm at The Jubilee Hall, Little Budworth.</p>	

<b>25/77</b>	<p><b>Staffing:</b> To receive recommendations from the staffing working group, following appraisal meeting, and consider outcomes in line with issues raised by the Internal Auditor.</p> <p><b>Resolved to take this to Part B confidential.</b> TW &amp; WC left the meeting</p> <p>Appraisal discussed. Timesheets no longer required. Internal Audit issues not addressed. To be followed up next month as an agenda item.</p>
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Meeting Closed 8.20pm

Signed:

Date:

Appendix 1

<b>Little Budworth Parish Council Receipts &amp; Payments</b>		02.09.25
<b><u>Income Received since last meeting:</u></b>		
	Village Fete Balance	£775.40
	MSV	£2,514.50
		<b>£3,289.90</b>
<b><u>Payments ratified/for approval</u></b>		
R	Cloud storage contribution	£31.96
R	J Wright - maintenance inv 65	£180.00
R	J Wright - maintenance inv 74	£200.00
A	Defib pads	£89.94
A	Clerks expenses	£111.35
		<b>£411.96</b>

Appendix 2.

<b><u>BANK RECONCILIATION</u></b>	
Barclays Premium	£26,582.01
Barclays Community	£200.00
Investment account	£7,274.00
<b>Total</b>	<b>£34,056.01</b>
<b><u>CASH BOOK RECONCILIATION</u></b>	
<b>Total B/F 01.04.25</b>	<b>£22,911.83</b>
Receipts to date	£15,687.36
Expenditure to date	£4,543.18
<b>Balance</b>	<b>£34,056.01</b>