

Wybunbury Parish Council

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6th October 2025

To the Members of Wybunbury Parish Council

Dear Councillor

You are hereby summoned to attend the **ORDINARY MEETING** of the **Wybunbury Parish Council** to be held on **Monday, 13th October 2025 at 7.30pm at Wybunbury Village Hall**, when the undermentioned business is to be transacted.

Yours faithfully

M Clough

Mrs M Clough
Parish Clerk and Responsible Financial Officer

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence from Members of the Parish Council

2. MINUTES

The Minutes of the proceedings of the Meeting of the Parish Council held on 8th September 2025 to be approved as a correct record and signed by the Chair of the Parish Council (or other person presiding). (Minutes circulated)

3. DECLARATIONS OF INTEREST

To receive any declarations of interest from Members of the Parish Council.

Members are reminded of their individual responsibilities in declaring interests. If an interest is declared, then to reduce the possibility of uncertainty, the Chair will ask the Member to not take part in any discussions or voting relating to that particular item. If an interest (either directly or indirectly) is not declared, Members are reminded of the details contained within the Councillor Code of conduct.

4. PUBLIC FORUM

To enable Members of the Public the opportunity to raise any matters of interest with the Parish Council. Members of the Parish Council can raise questions on behalf of Members of the Public but must supply contact details of the person they are representing, so that the Parish Council can reply direct to the resident.

5. NEIGHBOURHOOD PLAN

To consider the proposals of the Neighbourhood Plan Steering Group and agree the next steps. (Minutes and associated documents from the Neighbourhood Plan Steering Group attached).

6. BOROUGH COUNCILLOR'S REPORT

To receive the monthly update report from Councillor Clowes on matters relating to the Parish.

7. SALLY CLARKES LANE PROJECT

(i) To consider and approve a Notice of Motion by Councillor Denby for the purchase of four galvanised foldable bollards, plus fixings and padlocks as follows:-

- 4 galvanised foldable bollards (730mm x 60mm) - £62.20 plus VAT
- 8 fixings - £2.10 plus VAT
- 4 heavy duty padlocks (combination) - £13.99

(Notice of Motion attached)

- (ii) To consider any updates from the Working Group, and to agree the next steps in the Project.

8. WYBUNBURY BRIDGE ACCESS

Further to Minute 7 of the last meeting, Councillor Buckingham to advise the Parish Council and Members to discuss and agree the next steps regarding this matter.

9. PLANNING MATTERS

(i) New Planning Applications

Councillors Clark and Clowes to report on any new applications and the Parish Council to agree any comments for submission.

(ii) Planning Application Considered under the Standing Orders (details circulated)

The Parish Council to approve the comments that were submitted under the Standing Orders for the following application:-

Application Reference Number: 25/3044/HOUS

Application Type: Householder

Proposal: Increase in roof height to form first floor living space, alterations to roof form, erection of dormer windows, erection of single storey front extension, erection of side extension for chimney and erection of two storey rear extension.

10. FINANCE AND BUDGET 2025-2026

To consider a report of the Parish Clerk and Responsible Financial Officer. (Report circulated).

11. ASSET REGISTER

To approve the Asset Register. (Asset Register attached).

12. HIGHWAYS MATTERS

The Parish Council to consider an update from Councillor Masser on the traffic statistics and to consider and agree any actions required.

13. CHESHIRE POLICE REPORT

Councillor Howcroft to report on updates from Cheshire Police relating to Parish incidents.

14. PARISH COUNCILLOR REPORTS

- (i) **Speed Awareness Bin Stickers** – Councillor Buckingham to propose that each Councillor takes a handful of the stickers and distributes them in their area of the village.

- (ii) **Village Planters** – To consider a Notice of Motion from Councillor Edwards for the purchase of two octagonal planters from Amberol to replace the planters in front of the bungalows on Main Road.

The planters cost £932.00 plus VAT. There is budget available of £929.00. The VAT can be reclaimed. (Documents attached)

- (iii) **Bunting** – The Chair to report. (This matter was added as an Urgent Item at the last meeting of the Parish Council, Minute 17 refers, but the Parish Council deferred consideration to this meeting).

15. ANNUAL INCREMENTAL PAY AWARD

Members to consider the annual incremental performance related pay award to the Clerk, from Spinal Column Point 25 to Spinal Column Point 26 which equates to an additional 47p per hour.

16. DATE OF NEXT MEETINGS

To note that the next meeting of the Parish Council will be held on Monday, 10th November 2025 at 7.30 pm at Wybunbury Village Hall.

17. URGENT ITEMS

To consider any other items which the Chair of Council Business (or other person presiding) is of the opinion shall be considered as a matter of urgency.