Wybunbury Parish Council

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2nd November 2026

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, 9th November 2026 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. APPOINTMENT OF DEPUTY CHAIR
To appoint a new Deputy Chair of the Parish Council.

3. CO-OPTION OF PARISH COUNCILLOR
Subject to no election being called following the Notice of Vacancy published on 14 October 2026, the Parish Council is requested to consider the expression of interest received from Mr David Woods for co-option to the office of Parish Councillor. If an election is called, the vacancy cannot be filled by co-option.

4. MINUTES
The Minutes of the proceedings of the Meeting of the Parish Council held on 14th September 2026 and 12th October 2026 to be approved as a correct record and signed by the Chair of the Parish Council (or other person presiding). (Minutes circulated)

5. INTERNAL CONTROLS COMMITTEE – MINUTES
To receive the Minutes of the proceedings of the Meeting of the Internal Controls Committee held on 12th October 2026. (Minutes circulated).

6. 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.

7. 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.

8. BOROUGH COUNCILLOR'S REPORT
To receive the monthly update report from Councillor Clowes on matters relating to the Parish.

9. SALLY CLARKES LANE PROJECT

(i) To authorise the payment of an additional £250.00 for the Site Inspection Fee increase. (Report by Councillor Denby attached)

(ii) To consider and agree any other matters relating to the project.

10. NEIGHBOURHOOD PLAN REVIEW

To consider any recommendations for approval by the Neighbourhood Plan Steering Group.

11. PLANNING MATTERS

Councillors Clark and Clowes to report on the following:-

- **New Planning Applications**

- **Planning Applications considered under the provisions of the Standing Orders**

(i) Application Number: 26/3658/HOUS
Location: YEW TREE FARM Wybunbury Lane, Wybunbury, Nantwich, Cheshire East, CW5 7HD
Proposal: Proposed replacement dormers and installation of conservation rooflights.
Comments submitted on 20th October 2026, attached.

(ii) Application Number: 26/3839/PRIOR-1A
Location: WENTWORTH, 3 Dig Lane, Wybunbury, Nantwich, Cheshire East, CW5 7EZ
Proposal: Prior Approval for a rear single storey extension, extending 4.35m beyond the rear wall, maximum height of 3.20m and eaves height of 3.20m
Comments submitted on 29th October 2026, attached.

(ii) Application Number: 26/3630/FUL Full Planning
Site address: Field To The South Of Newcastle Road Newcastle Road , CW5 7ES
Development Proposal: Erection of new build, bespoke, disability-accessible single story 4 bedroom dwelling with therapy space, associated parking, garage, and patio area. New vehicular access to be provide off Newcastle Road with boundary wall and gate.
To note that no comments were submitted by the Parish Council on this application.

12. FINANCE AND BUDGET 2026-2027

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

13. FORWARD PLANNING – DRAFT BUDGET 2027-2028

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

14. GOVERNANCE MATTERS

To approve the attached Terms of Reference for the Personnel Committee. (Terms of Reference circulated)

15. CHESHIRE POLICE REPORT

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

16. HIGHWAYS MATTERS

Councillor Masser to report on highways matters and the Parish Council to consider and agree any actions arising from his update.

17. PARISH COUNCILLOR REPORTS

To consider the following reports:-

(i) **Planters** – to receive an update from Councillor Edwards on a £500 credit from Amberol, towards the next purchase.

(ii) **Wreathes** – to consider a request from Councillor Ellison-Jones for the reimbursement of two wreathes purchased, in the sum of £86.10. (Report circulated).

(iii) **Purchase of Female Soldier** – to consider a request from Councillor Ellison-Jones for the purchase of a female soldier statue to be placed at the Lychgate, by the male soldier statue. Report circulated

(iv) **Chair's Allowance** – to consider a request from Councillor Ellison-Jones to claim his 2026-2027 Chair's Allowance (from which he will spend £200.00 on the purchase of a female soldier statue to be placed outside the Church) Report circulated

(v) **Wybunbury Village Hall Fund** - to consider a proposal by Councillor Clark for the appointment of Elected Members to the Wybunbury Village Hall Fund. (Report circulated)

(vi) **Dig Lane Plants** – to consider a request from Councillor Edwards to purchase plants for the planter on Dig Lane

18. PARISH COUNCIL NOTICE BOARDS

To consider a report of the Clerk attached.

19. DATE OF NEXT MEETING

To note that the next meeting will be held on 14th December 2026 at 7.30 pm at Wybunbury Village Hall

20. 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.