

Wybunbury Parish Council

Email: clerk@wybunburyparishcouncil.gov.uk
Website: www.wybunburyparishcouncil.gov.uk

3rd November 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, 10th November 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 13th October 2025 to be approved as a correct record and signed by the Chair of the Parish Council (or other person presiding). (Minutes circulated)

3. MINUTES – INTERNAL CONTROLS COMMITTEE

To receive the Minutes of the Meeting of the Internal Controls Committee held on 13th October 2025. (Minutes circulated).

4. 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.

5. 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.

6. NEIGHBOURHOOD PLAN

To consider an update from the Neighbourhood Plan Steering Group and to agree the next steps.

7. BOROUGH COUNCILLOR'S REPORT

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

8. SALLY CLARKES LANE PROJECT

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

9. PLANNING MATTERS

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

(i) **Application Number: 25/3819/FUL**

Location: 31 Bridge Street, Wybunbury, Nantwich, Cheshire East, CW5 7NE

Proposal: We propose to change the use of our annex connected to our main house to use it for occasional/short holiday lets. (There would be no structural changes to this property whatsoever the building will remain the same as in the original plans.) This would mean a change of use from C3 (dwelling houses) to C1 (Hotels, boarding and guest houses) in addition to removing condition number 5 on the original permission granted, which states : The occupation of the annex shall be limited to a close relative or dependent of the occupier of the main dwelling. It shall not be sold or occupied as a separate dwelling at any time. Variation to the approved plans will require the submission of a new planning application. (5/08/2009)

(ii) **Application Number: 25/4137/CLPUD**

Location: 56 Stock Lane, Wybunbury, Nantwich, Cheshire East, CW5 7EX

Proposal: Certificate of lawful development for proposed loft conversion and single storey rear extension.

10. FINANCE AND BUDGET 2025-2026

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

11. DRAFT BUDGET AND PRECEPT 2026-2027

To consider a Draft Budget and Precept Report for 2026-2027. (Report circulated)

12. GOVERNANCE

To approve the attached IT Policy.

13. HIGHWAYS MATTERS

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

14. BUNTING

The Parish Council to consider this matter for future celebrations, and to agree the next steps.

15. CHESHIRE POLICE REPORT

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

16. PARISH COUNCILLOR REPORTS

(i) **Purchase of Compost and Plants for the Planters**

To consider a Notice of Motion for purchases of compost and plants by Councillor Edwards (Notice of Motion attached)

17. DATE OF NEXT MEETINGS

To note that the next meeting of the Parish Council will be held on Monday, 8th December 2025 at 7.30 pm at Wybunbury Village Hall.

18. 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.