

Wybunbury Parish Council

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7th April 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, 14th April 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. 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, and s/he must not remain in the room, unless the Parish Council has agreed to grant a dispensation, to enable the Member to remain in the room. If an interest (either directly or indirectly) is not declared, Members are reminded of the details contained within the Councillor Code of Conduct.

3. MINUTES

The Minutes of the proceedings of the Ordinary Meeting of the Parish Council held on 10th March 2025, to be approved as a correct record and signed by the Chair of the Parish Council (or other person presiding). (Minutes circulated)

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. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURNS 2024-2025

The Parish Council to note that it was fully compliant in all elements of the formal Internal Audit for 2024-2025.

To consider and approve the following:-

- (i) Section 1 - Annual Governance Statement 2024-2025. Copy circulated
- (ii) Section 2 – Accounting Statements 2024-2025. Copy circulated

To receive the following:-

- (iii) Annual Internal Audit Report 2024-2025. Copy circulated
- (iv) Detailed Internal Audit Report 2024-2025. Copy circulated

6. BOROUGH COUNCILLOR'S REPORT

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

7. SALLY CLARKE'S LANE PROJECT

- (i) To receive the Minutes of the Sally Clarkes Lane Working Group (if a meeting has taken place);
- (ii) To consider any recommendations for approval by the Sally Clarkes Working Group;
- (iii) To approve the next stages of the Project.

8. PLANNING MATTERS

Councillors Clark and Clowes to update on the latest planning matters.

- **New Planning Application**

- (i) **Application Number:** 25/0720/HOUS

Location: 8 Dig Lane, Wybunbury, Nantwich, Cheshire East, CW5 7EZ

Proposal: Single storey rear extension

- **Appeal under Consideration**

- (ii) **Application Number:** 24/3572N

Proposal: Various internal works, new single storey extension to front/side and new higher fencing/brickwork posts to side.

Location: Olive Tree House Church Way, Wybunbury, Nantwich, Cheshire East, CW5 7SB

Appeal Start

Date: 18 March 2025

Appeal Ref: APP/R0660/D/25/3361333

9. FINANCE AND BUDGET 2025-2026

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

Members to note that the **balance available in the bank accounts at 31st March 2025 was:-**

- **Current Account - £25,509.03**
- **Reserve Account - £75,174.66**

10. LENGTHSMAN

- (i) Further to Minute 12 of the meeting held on 10th February 2025, the Chair to report on the route used by the Lengthsman, and
- (ii) The Chair to report on the provision of a Risk Assessment from the Lengthsman, as advice received from CHALC confirms that as the Lengthsman is an independent contractor, then he should be providing the Risk Assessment.

11. NEW .GOV WEBSITE AND .GOV EMAIL ADDRESS

The Parish Council to consider moving the website to HugoFox, under a .GOV domain, and also having an official .GOV email address.

The cost for the above is:-

For the website build, the one-off cost is £189 + VAT.

Annual maintenance website fee is £119.88 + VAT per year. This includes everything required: a [.gov.uk](https://www.gov.uk) domain, SSL certificate, hosting, unlimited pages, documents, data, and support.

For .GOV email address £24.99 + VAT per month for up to 15 email addresses.

12. CHESHIRE POLICE REPORT

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

13. HIGHWAYS REPORT

To receive a monthly update report from Councillor Thomas

14. PARISH COUNCILLOR REPORTS

To consider reports from Members of the Parish Council.

15. MID-CHESHIRE FOOTPATH SOCIETY

To consider supporting the Mid-Cheshire Footpath Society with a 2025 subscription of £8.00.

16. DATE OF NEXT MEETINGS

To note the date of the next meetings:-

Annual Parish Meeting – Monday, 12th May 2025 at 7.00 pm

Annual Meeting of the Parish Council – Monday, 12th May 2025 at 7.30 pm

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.