

Wybunbury Parish Council

8th June 2026

Commenced: 7.30 pm

Terminated: 8.45 pm

Present: Councillor Ellison-Jones (Chair)
Councillors Blackburn, Buckingham, Clark, Denby, Edwards and Masser

Councillor Clowes – Cheshire East Councillor

1. OPENING STATEMENT

The Chair reminded Members that they should be mindful of their duties under the Councillor Code of Conduct, during the meeting.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Guilliard, Howcroft and Lightfoot.

3. MINUTES

The Minutes of the proceedings of the Meeting of the Parish Council held on 11th May 2026 were approved as a correct record and signed by the Chair.

In relation to Minute 8, Borough Councillors Report, Councillor Clowes confirmed that with regard to references to Cheshire Wildlife Trust and Natural England, she should have reported as follows:-

- A meeting had been held with Cheshire Wildlife Trust in early April. The cost of a full refresh of the 2018 study would be £2,730.00 (with extra costs if on the ground site surveys were required at £455/day).
- A meeting had also been held with Natural England: they were very keen to work with the Neighbourhood Plan Steering Group and help to provide evidence for the area around the Moss and to support a Meres and Mosses Policy.

In relation to Minute 19, the Chair referred to the preferred location for the installation of the stone to commemorate the trees, and was asked to submit a Notion of Motion Form, with his proposals, for consideration by the Parish Council.

4. DECLARATIONS OF INTEREST

Councillor Clark declared her interest in matters relating to Sally Clarke's Lane as she was a neighbour to the land owned by the Parish Council. Members granted Councillor Clark a dispensation to remain in the meeting during any deliberations. She did not take part in the voting or discussions of any matters relating to Sally Clarkes Lane.

5. PUBLIC FORUM

There were no members of the public in attendance.

6. BOROUGH COUNCILLOR'S REPORT

The Parish Council received the monthly update report from Councillor Clowes on the following matters relating to the Parish.

- Planning matters;
- Sally Clarkes Lane – including site maintenance and ecological survey. There was a possibility that work to the faggots, as detailed in the quote considered by the Parish Council, on 9th March 2026, would be undertaken between meetings, and payment would be required. The Clerk confirmed that all work provided in the quote, had been pre-approved by the Parish Council, and would therefore be paid on receipt of invoices;

- Neighbourhood Plan;
- The results of S106 enquiries relating to a property on Stock Lane;
- Ongoing problems regarding road standards, buffer zones/verges and foul drainage issues at Shavington Park;
- 20 mph bin stickers;
- The Local Plan;
- Heritage and Local List Supplementary Planning Document.

RESOLVED

That the report be noted.

7. SALLY CLARKES LANE PROJECT

This matter was considered under Item 6 above.

(For the purpose of the Minutes, all work submitted in the quote considered by the Parish Council, at its meeting on 9th March 2026, had been pre-approved, and would be paid upon receipt of invoices).

8. NEIGHBOURHOOD PLAN

This matter was considered under Item 6 above.

9. PLANNING MATTERS

Consideration was given to the following planning matters:-

- **Comments submitted under the provisions of the Standing Orders**

(i) **Application Reference Number:** 26/1505/HOUS

Location: YEW TREE FARM Wybunbury Lane, Wybunbury, Nantwich, Cheshire East, CW5 7HD

Proposal: Proposed works including single storey rear extension, two storey side extension, dormers, single storey porch and car port.

RESOLVED

That the comments submitted by the Parish Council on 22nd May 2026, as circulated, be ratified.

(ii) **Application Reference Number:** 26/1581/FUL

Location: Land To The West Of Sunberrie House Newcastle Road

Proposal: Erection of new build disability accessible single story dwelling with 4 bedrooms, associated parking, garage, and patio area. New vehicular access to be provide off Newcastle Road with boundary wall and sliding gate.

The Parish Council did not submit any comments on this Planning Application.

RESOLVED

That the decision of the Parish Council, be ratified.

10. FINANCE AND BUDGET 2026-2027

The Parish Council considered a report of the Parish Clerk and Responsible Financial Officer, on the following:-

(i) **Transactions**

RESOLVED

That the following transactions, be approved:-

PAYER/PAYEE	DETAILS	RECEIPTS	PAYMENTS
Mid-Cheshire Foot	Annual Subscription		£8.00
Debbie Denby	Speed gun reimbursement		£140.64

Shires Accountants	Payroll services		£227.40
BT	Village Hall Wifi		£44.96
Russ Bate	Invoice 45		£60.00
M Clough	HP Subscription reimbursement		£6.98
Russ Bate	Invoice 50		£60.00
Cheshire East Council	Return of CIL Monies paid by mistake		£1,040.48
Debbie Denby	Plant reimbursement		£28.49
A J Gallaghers	Annual Insurance for Parish Council		£1,647.08
Jane Edwards	Plants reimbursement		£210.68
Jane Edwards	Plants reimbursement		£27.96
Hough and Chorlton	INV 21 MAY 2026 - Neighbourhood Plan Proportionate payment		£409.95
HugoFox	Emails		£20.99
Debbie Denby	Plants reimbursement		£83.94
HMRC VTR	May Contributions		£243.63
M Clough	May Salary		£610.55
Cheshire Pensions	May Contribution		£217.68
Unity Trust Bank	May Service Charge		£7.00

(ii) Payment of Future Invoices and Reimbursements

RESOLVED

- (a) That approval be given to the Clerk to negotiate a cheaper contract with BT for the Village Hall broadband.
- (b) That the following payments, be approved:-

PAYEE	DETAILS	£
Clerk	June Salary	£610.55
Cheshire Pension Scheme	Clerk June Subscription	Approx £217.68
HMRC	NI/PAYE June 2026	Approx £243.63
BT	Village Hall Wifi – monthly subscription	£54.74
Clerk	Monthly printer ink subscription for Parish Council	£6.99
Unity Trust Bank	June Service Charge	£7.00
HugoFox	June Monthly .GOV email charge	£20.99
R Bate	Lengthsman Fees	Approx. £120.00

(iii) Budget Expenditure to 31st May 2026

RESOLVED

That the following Budget Heading Expenditure to 31st May 2026, be approved:-

Budget Head	Total	Budget Allocated	£ Difference
Employee Salary (Net)	£1,264.70	£10,800.00	£9,535.30
Pension Contributions	£435.36	£2,800.00	£2,364.64
National Insurance/PAYE	£443.66	£900.00	£456.34
Clerk Administration	£23.41	£200.00	£176.59
Room Hire	£0.00	£50.00	£50.00
External Audit Fees	£0.00	£1,000.00	£1,000.00
Internal Audit Fees	£275.65	£300.00	£24.35
Parish Council Insurance	£1,647.08	£1,700.00	£52.92
CHALC and CCA Subscriptions	£572.00	£650.00	£78.00

Lengthsman	£120.00	£1,750.00	£1,630.00
Training	£0.00	£150.00	£150.00
Plants and Maintenance	£543.07	£1,500.00	£956.93
Wi-Fi for Village Hall	£79.66	£650.00	£570.34
Payroll Fees	£227.40	£675.00	£447.60
Poppies/Wreaths	£0.00	£250.00	£250.00
Bunting	£219.50	£1,000.00	£780.50
Chairs Allowance	£0.00	£250.00	£250.00
Website/Emails	£41.98	£300.00	£258.02
Unity Trust Bank Service Charge	£14.00	£100.00	£86.00
Contingency/Neighbourhood Plan	£140.64	£650.00	£509.36
Neighbourhood Plan	£1,016.68	£3,500.00	£2,483.32
Election Fees EARMARKED	£0.00	£531.50	£531.50
Bus Shelter EARMARKED	£0.00	£7,500.00	£7,500.00
Sally Clarkes Meadow EARMARKED	£11,556.26	£76,461.00	£64,904.74
Includes Earmarked Budgets	£18,621.05	£113,667.50	£95,046.45
Excludes Earmarked Budgets	£7,064.79	£29,175.00	£22,110.21

Reminder: Sally Clarkes Meadow Funds

Balance available at the end of 2025-2026 = £69,460.54

£7,000 allocated in 2026-2027 Budget

Total = £76,461.00

(iv) Explanation of Variances

There were no variances to report at this meeting.

(v) Unity Trust Bank - Bank Reconciliation as at 31st May 2026

RESOLVED

That the following Bank Reconciliation as at 31st May 2026, be approved:-

Bank Reconciliation 31st May 2026	
WYBUNBURY PARISH COUNCIL	
Financial year ending 31 March 2027	
Prepared by: Muna Clough, Parish Clerk & RFO	
Balance per bank statements as at 31st May 2026	£
Current Account Unity Trust Bank (20492216)	£9,037.83
Reserve Account Unity Trust Bank (20524896)	£109,001.10
RESERVES £12,000.00	
Less: any unpresented cheques	
Unity Trust Bank Current	£0.00
Unity Trust Bank Savings	
Add: any unbanked cash	
Unity Trust Bank Current	
Unity Trust Bank Reserve	£0.00

Net bank balances as at 31st May 2026	£118,038.93
The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows	
<u>CASH BOOK</u>	
Opening Balance	
Unity Trust Bank Current 20492216 - 1st April 2026	£3,394.90
Unity Trust Bank Reserve 20524896 - 1st April 2026	£109,001.10
Add: Receipts in the year	
Unity Trust Bank Current	£25,304.46
Unity Trust Bank Reserve	£0.00
Less: Payments in the year	
Unity Trust Bank Current (includes return of CIL monies @ £1,040.48)	£19,661.53
Unity Trust Bank Reserve	£0.00
Closing balance per cash book [receipts and payments book] must equal net bank balances above	£118,038.93

(vi) Unity Trust Bank Card for the Parish Council

RESOLVED

That the application for a Parish Council Unity Trust Bank Corporate Purchasing Card for purchasing transactions, be approved.

(vii) Unity Trust Bank Statements

RESOLVED

That the following bank statements, as circulated with the Report, be approved:-

- Current Account (20492216) to 31st May 2026
- Instant Access (20524896) to 31st May 2026

11. CHESHIRE POLICE REPORT

RESOLVED

That the updates from Cheshire Police, be noted.

12. HIGHWAYS REPORT

RESOLVED

That the updates from Councillor Masser, be noted.

13. DATE OF NEXT MEETING

The Parish Council noted that the date of the next meeting of the Parish Council for the 2026-2027 Municipal Year was **13th July 2026 at 7.30 pm at Wybunbury Village Hall**

14. URGENT ITEMS

There were no items which the Chair was of the opinion required consideration as a matter of urgency.