

Wybunbury Parish Council

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

5th October 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, 12th October 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. MINUTES

The Minutes of the proceedings of the Meeting of the Parish Council held on 14th September 2026 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. BOROUGH COUNCILLOR'S REPORT

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

6. SALLY CLARKES LANE PROJECT

- (i) To note that the FRAP Permit has been granted;
- (ii) To consider any recommendations for approval by the Sally Clarkes Working Group, for the next stages of the project, and to agree any payments.

7. NEIGHBOURHOOD PLAN REVIEW

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

8. GOVERNANCE MATTERS

To approve the following Policies (circulated):-

- (i) Disciplinary Policy 2026-2027
- (ii) Grievance Policy 2026-2027

9. PLANNING MATTERS

Councillors Clark and Clowes to report on the following:-

- **New Planning Applications**

10. FINANCE AND BUDGET 2026-2027

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

11. CHESHIRE POLICE REPORT

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

12. HIGHWAYS MATTERS

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

13. BUNTING

Further to the last meeting, Minute 13(iii) refers, Members to note that at the preparation of this Agenda, the bunting is still in-situ. The Parish Council is asked therefore, to consider whether it should look into appointing a different contractor to remove the bunting.

14. ALLOCATION OF MEMORIAL STONE AND PLAQUE

To note that, further to Minute 15 of the meeting held on 13 April 2026, R Heler has advised that no contact has yet been made regarding arrangements for the delivery of the stone, and the fitting of the memorial plaque.

The Parish Council is asked to consider the following:

- (i) As the stone has already been purchased by the Parish Council, authority be delegated to the Clerk to liaise with R Heler and make necessary arrangements for its delivery, installation and the fitting of an appropriate memorial plaque.
- (ii) That a sum of £100.00 be allocated for the purchase of a memorial plaque with appropriate wording which will be agreed following consultation with the Members.

15. PARISH COUNCILLOR REPORTS

To consider the following reports:-

- (i) **Graveyard Flags** – Notice of Motion by Councillor Edwards circulated
To approve the purchase of marker flags to identify hidden gravestones in the churchyard.
- (ii) **Lengthsman** – Additional work – Notice of Motion by Councillor Edwards circulated
To consider the approval of requesting that the Parish Council's Lengthsman undertakes additional work associated with replacing the existing wooden planters
- (iii) **Purchase of Bulbs for Planters** – Notice of Motion by Councillor Edwards circulated
To approve the purchase of approximately 1000 dwarf narcissi bulbs for the planters.
- (iv) **Defibrillator** – Notice of Motion by Councillor Clark circulated
To agree the Guardian/s of the defibrillator and its registration on The Circuit.

16. APPRAISAL MATTERS

To consider a proposal by Councillor Denby to approve the following (Notice of Motion circulated):-

- (i) Appraisal Training for Councillors Denby, Edwards and Howcroft
- (i) The establishment of an Appraisal Panel/Personnel Committee, with the appointment of Councillors Denby, Edwards and Howcroft to its Membership.

17. DATE OF NEXT MEETING

To note that the next meeting will be held on 9th November 2026 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.