

# Wybunbury Parish Council

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2<sup>nd</sup> March 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, 9<sup>th</sup> March 2026 at 7.30 pm 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 9<sup>th</sup> February 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

To consider any updates on this project, and agree the next steps.

### 7. NEIGHBOURHOOD PLAN

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

### 8. PLANNING MATTERS

- **New Planning Applications**

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

- **Comments submitted under the Standing Orders**
- (ii) **Application Number:** 26/0372/HOUS  
**Location:** 32 Stock Lane, Shavington, Crewe, Cheshire East, CW2 5ED  
**Proposal:** Demolition of single storey extension and garage, construction of two storey side and rear extension.  
**Comments submitted by the Parish Council on 16<sup>th</sup> February 2026, attached for ratification.**

## **9. FINANCE AND BUDGET 2025-2026**

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

## **10. GOVERNANCE**

To approve the Retention of Documents Policy. (Policy attached)

## **11. HIGHWAYS MATTERS**

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

## **12. CHESHIRE POLICE REPORT**

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

## **13. PARISH COUNCILLOR REPORTS**

### **(i) Planter**

To consider a Notice of Motion and associated documents, from Councillor Edwards, for the purchase of another planter.

### **(ii) Plaque for Trees**

Further to the last meeting of the Parish Council, to consider a quote received from R Heler, for the purchase and/or installation of a stone, on which to position a plaque. The quote received is £60.00 (plus VAT) if collected; £160.00 (plus VAT) delivered and installed. A plaque will cost extra and can be fitted by the contractor.

### **(iii) Community Speed Watch**

Further to Minute 11 of the meeting held on 12<sup>th</sup> December 2025, the Parish Council to consider a report from Councillors Denby and Edwards on the recent training, and to specifically approve the following:-

- To appoint Councillor Edwards as the Parish Councillor Lead on this matter;
- The purchase of hi-visibility vests, to a maximum of £100.00;
- To authorise Councillors Edwards and Denby to look into options available for Community Speed Watch signs, and to report back to a future meeting.

## **14. APPLICATION FOR FINANCIAL ASSISTANCE**

To consider an application for financial assistance from Caroline Dugdale Group Lead Volunteer, on behalf of the 28<sup>th</sup> South West Cheshire (Wybunbury) Scouts, for 60 local children to attend the Cheshire Jamboree (Chamboree) where over 6000 young people from around the world will be attending. This is an amazing experience which only takes place once every 4 years at the beginning of August. (Details circulated)

## **15. DATE OF NEXT MEETING**

To note that the next meeting of the Parish Council will be held on Monday, 13<sup>th</sup> April 2026 at 7.30 pm at Wybunbury Village Hall.

## **16. 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.

## **17. EXEMPT BUSINESS**

Members are asked to resolve that the following item of business shall be exempt from the press and public as it contains information relating to contracts.

**18. SALLY CLARKES MEADOW**

To consider four tenders received for the Activity Schedule, and if appropriate, to approve one tender.