

TILSTON PARISH COUNCIL

12th March 2026

Commenced: 7.00 pm

Terminated: 8.10 pm

Present: Councillor Kenny (Chair)
Councillors Eddleston, Edwin-Scott, Johnson, McWilliams and Roberts

There were 2 members of the public in attendance

1. APOLOGIES FOR ABSENCE

There were no apologies for absence.

2. MINUTES

The Minutes of the proceedings of the Meeting of the Parish Council held on 8th January 2026 were approved as a correct record and signed by the Chair.

3. DECLARATIONS OF INTEREST

The Chair declared an interest in Item 6(i) as he knew the applicant. The comments of the Parish Council however, had already been submitted to the Local Planning Authority, under the provisions of the Standing Orders.

4. REPORT OF COUNCILLOR WADDELOVE - CHESHIRE WEST AND CHESTER COUNCILLOR

Councillor Waddelove reported on the following matters:-

- Speeding in the Village – Councillor Waddelove would approach highways and ask for the installation of chiccanes;
- A siding out request to the Highways Department, was required to improve the pavement between Antique Shop and the Village but unfortunately, no budget was available;
- Road repairs Malpas Road;
- Repairs to potholes and general road repairs were failing, due to flooding;
- The provision of a stop junction at the Carden Arms did not meet the necessary criteria;
- The Borough Council was looking at an alternative plan/project, for the phone mast;
- 57 PCSOs were being retained.

RESOLVED

That the report be noted.

5. PUBLIC FORUM

A representative of the Playing Field Association wished to submit an application to the Parish Council for funding. He was directed to the website to send an email request, and an application form would be sent to him.

6. PLANNING MATTERS

Councillor Eddleston reported on the following planning applications:-

- **Planning application considered under the provisions of the Standing Orders**
- (i) **Reference Number: 25/04026/FUL**
Site Address: Wet Lane Tilston Malpas Cheshire
Proposal: Erection of an agricultural building for the storage of hay and machinery|Os Field Number 4171

Comments submitted by the Parish Council on 12th February 2026:-

The Parish Council expresses concerns that the proposal is for a substantial building which is visible by immediate residents. There is a possibility that this building, if approved, could be turned into living accommodation in the future, which the Parish Council would oppose.

The Parish Council asks the Planning Officer, if s/he is minded to approve this application, to include a condition that the structure cannot be turned into living accommodation in the future.

RESOLVED

That the comments submitted and detailed above, be ratified.

- **New planning application**

(ii) **Reference Number: 26/00439/FUL**

Site Address: 3 Rock Cottages Wet Lane Tilston Malpas SY14 7DP

Proposal: Erection of detached garage

RESOLVED

That the Parish Council does not submit any comments for this application.

7. BUDGET AND FINANCE 2025-2026

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

(i) Transactions**RESOLVED**

That the following transactions be approved:-

Payee/Payer	Description	Receipts	Payments
HugoFox	Emails		£2.99
Carden Arms	Invoice 92194		£46.50
	Interest	£7.83	
HMRC	January HMRC		£86.41
M Clough	January Salary		£339.90
Lloyd Bank	January Service Charge		£4.25
Tilston War Memorial Hall	Invoice 260110		£21.00
Cheshire Community Action	Welcoming Spaces Grant	£800.00	
HugoFox	Emails		£2.99
	Interest	£6.95	
HugoFox	Website Fee		£143.86
HMRC	February HMRC		£93.57
M Clough	February Salary		£356.96
Bank Service Charges	February Service Charge		£4.25
HugoFox	Emails		£2.99
Tilston War Memorial Hall	Room Hire INV. 260206		£21.00
Carden Arms	Invoice 98546		£136.00

(ii) Approval of Payments**RESOLVED**

That the following payments be approved:-

Payee/Payer	Description	Expenditure
M Clough	Salary March 2026	Approx £350.00
HMRC	PAYE/NI March 2026	£97.00
M Clough	Salary April 2026	Approx. £350.00
HMRC	PAYE/NI April 2026	Approx £97.00
M Clough	Mileage Expenses to Briefing Meetings:- 9 th October 2025 – 29 miles 11 th December 2025 – 29 miles 12 th February 2026 – 29 miles Total Mileage – 87 miles @ 0.45p per mile	£39.15

(iii) **Explanation of Variances**

RECOMMENDATION

That the Clerk be given authority to ensure that the Budget Heads are balanced at the end of the Financial Year.

(iv) **Budget Head Expenditure 2025-2026 to 4th March 2026**

The Clerk advised that a Budget Head for an External Audit would have to be included in the 2026-2027 Budget Head Expenditure.

RESOLVED

That the following Budget Head Expenditure to 4th March 2026, be approved:-

Budget Head	Total	Budget Allocated	£ Difference
Salary (including HMRC PAYE Costs)	£4,717.53	£5,300.00	£582.47
Payroll Fees	£253.20	£275.00	£21.80
Room Hire	£242.00	£240.00	-£2.00
Administration	£146.88	£122.00	-£24.88
Petrol Reimbursement	£78.30	£100.00	£21.70
Website and Emails	£511.62	£390.00	-£121.62
Internal Auditor	£136.50	£141.00	£4.50
Information Commissioner	£47.00	£47.00	£0.00
Parish Council Insurance	£315.50	£343.00	£27.50
Grants	£0.00	£800.00	£800.00
Election Fees	£0.00	£100.00	£100.00
Misc Projects	£20.00	£250.00	£230.00
Subscriptions	£275.79	£297.00	£21.21
Hill Field - Maintenance	£199.76	£700.00	£500.24
Tilston War Memorial Car Park	£2,237.96	£3,615.00	£1,377.04
Tilston War Memorial Car Park Build	£59,135.71	£62,937.86	£3,802.15
Warm Spaces	£271.50	£819.00	£547.50
Balances Including Car Park Build	£68,589.25	£76,476.86	£7,887.61
Balances Excluding Car Park Build	£9,453.54	£13,539.00	£4,085.46

*** Members to note that £800.00 has been added to the Budget Heading for Warm Spaces, following receipt of the Grant.**

(v) Bank Reconciliation as at 4th March 2026

RESOLVED

That the following bank reconciliation to 4th March 2026, be approved:-

Bank Reconciliation 4th March 2026	
TILSTON PARISH COUNCIL	
Financial year ending 31 March 2026	
Prepared by: Muna Clough, Parish Clerk & RFO	
Balance per bank statements as at 28th February 2026	£
Current Account (00893268)	£10,290.67
Reserve Account (7250311)	£15,388.63
Less: any unpresented cheques	
Current Account (00893268)	£164.24
Reserve Account (7250311)	£0.00
Add: any unbanked cash	
Current Account (00893268)	£0.00
Reserve Account (7250311)	£0.00
Net bank balances as at 4th March 2026	£25,515.06
The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows	
CASH BOOK	
Opening Balance (Total Current and Reserve Account)	
Current Account - 1st April 2025	£3,606.62
Reserve Account - 1st April 2025	£14,970.36
Add: Receipts in the year	
Current Account (00893268)	£35,347.39
Reserve Account (7250311)	£60,179.94
Less: Payments in the year	
Current Account (00893268)	£88,589.25
Reserve Account (7250311)	£0.00
Closing balance per cash book [receipts and payments book] must equal net bank balances above	£25,515.06

- (vi) **Bank Statements**
(a) **Treasurers Account**

RESOLVED

That the following bank statements, as circulated with the report, be received:-

- 1st January 2026 – 31st January 2026
- 1st February 2026 – 28th February 2026

- (b) **Instant Account**

RESOLVED

That the Transactions list, as circulated with the report, be received.

8. CAR PARK AT REAR OF VILLAGE HALL

The Chair updated the Parish Council on the following matters:-

- A Risk Assessment had been completed;
- Reflective tape had been installed on some structures;
- Stones at the entrance of the car park had been raked;
- The car park was being well-used.

RESOLVED

That the report be noted.

9. HILL FIELD

Councillors Edwin-Scott and Johnson reported on the following:-

- The Parish Council had to consider health and safety implications of the pond;
- Signage required updating;
- Installation of throw lines near to the pond;
- Provision of fencing.

RESOLVED

That the Hill Field Group be authorised to make arrangements to purchase and install the following:-

- (i) Adequate signage;
- (ii) Adequate fencing be purchased and installed around the pond;
- (iii) Throw lines be purchased and installed near to the pond.

10. LAMP POST PLANTERS

The Chair reported that he would be sending an email reminder that the planters would require planting in the next few weeks for the summer.

RESOLVED

That the report be noted.

11. MAP STAND

The Chair reported that he was liaising with different contractors on this matter.

RESOLVED

That the report be noted.

12. REFURBISHMENT OF BUS SHELTER AND INTERNAL BENCH

RESOLVED

That Councillor McWilliams investigates this matter and reports back to the next meeting.

13. JOINT COMMUNITY MEETING

Councillor McWilliams reported that he was seeking a joint Community Meeting with local organisations to jointly co-ordinate events/activities.

RESOLVED

That Councillor McWilliams reports back to the next meeting, on this matter.

14. WELCOME SPACE

The Chair reported that 165 residents had attended to date and that a grant had been received of £800.00.

RESOLVED

That the report be noted.

15. HIGHWAYS MATTERS

Councillor Johnson reported on highways matters, specifically failed pot hole repairs.

RESOLVED

That Councillor Waddelove reports to Cheshire West and Chester Council, that the side of the roads, at the area that meets the kerbs, are full of debris and need to be cleaned.

16. DATE OF NEXT MEETING

The Parish Council noted that the Annual Meeting of the Parish Council would be held on 14th May 2026 at 7.00 pm at Tilston War Memorial Hall.

17. URGENT ITEMS

The Chair of Council Business was of the opinion that the following matter could be considered as a matter of urgency.

18. LITTER PICKING EVENT

RESOLVED

That Councillor Edwin-Scott co-ordinates a litter picking event.