

Wybunbury Parish Council

13th July 2026

Commenced: 7.30 pm

Terminated: 8.35 pm

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

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Blackburn, Buckingham and Lightfoot. Councillor Clowes (Ward Councillor) also submitted her apologies as she was attending Official Duties.

2. MINUTES

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

3. 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.

4. PUBLIC FORUM

There were no members of the public in attendance.

5. BOROUGH COUNCILLOR'S REPORT

In the absence of Councillor Clowes, the Chair read a summary of issues that Councillor Clowes had submitted, which included:-

- Sally Clarkes Meadow
- Neighbourhood Plan
- Foul Odours and Rat Infestations
- A planning enforcement issue
- Waste collections
- Work by residents to trim the grass verges
- Planning issues

RESOLVED

That the report be noted.

6. SALLY CLARKES LANE PROJECT

Councillor Denby reported that the FRAP application would likely be determined in mid-August. As a result of the delays, RAB had advised that there would be an estimated increase in contractor/material costs in the sum of around £3,000.00.

Members expressed their thanks to a representative of the Tower Trust who had strimmed the site of weeds, and had refused payment, which would save the Parish Council significant efforts and funds.

RESOLVED

- That a provisional increase to the Sally Clarkes Meadow Earmarked Budget, in the sum of £3,000.00 be approved. (This brings the total sum available to date, for the Project to £79,461.00)**
- That a donation, to the Tower Trust, in the sum of £250.00, be approved.**

7. NEIGHBOURHOOD PLAN REVIEW

Councillor Howcroft explained that the Steering Group was now awaiting the updated Cheshire East Council Local Plan.

RESOLVED

That the report be noted.

8. PLANNING MATTERS

Councillor Clark reported on the following decided applications:-

- (i) **Application Reference Number:** 26/0372/HOUS
Proposal: Demolition of single storey extension and garage, construction of two storey side and rear extension.
Location: 32 Stock Lane, Shavington
Decision – Approved with Conditions
- (ii) **Application Reference Number:** 26/1505/HOUS
Proposal: Proposed works including single storey rear extension, two storey side extension, dormers, single storey porch and car port.
Location:
Yew Tree Farm, Wybunbury Lane, Wybunbury, Nantwich, Cheshire East, CW5 7HD
Decision – Refused

The Parish Council then considered the following new applications:-

- **New Planning Applications**
- (iii) **Application Number:** 26/2327/OUT
Location: NUT TREE FARM Wybunbury Lane, Wybunbury, Nantwich, Cheshire East, CW5 7HH
Proposal: Outline application for the erection of a single 4 bedroom detached dwelling on an infill plot

RESOLVED

That the Parish Council objects to the planning application and the Clerk submits the details of the comments and objections to the Local Planning Authority.

- (iv) **Application Reference Number:** 26/2507/TCA
Application Type: Works to trees in Conservation Area
Proposal: Fell dead Cherry tree.
Location: Village Farm, 54A Main Road, Wybunbury, Nantwich, Cheshire East, CW5 7LS

RESOLVED

That the Parish Council raises no objections in relation to this planning application.

- **Planning Applications considered under the provisions of the Standing Orders**

- (v) **Application Number:** 26/2024/PIP
Proposal: Permission in Principle for the construction of up to three new dwellings.
Location: Land Off Bridge Street, Wybunbury, Cheshire East
Comments submitted on 20th June 2026 attached.

RESOLVED

That the Parish Council's comments be ratified, and the decision of the Borough Council (approval), be noted with disappointment.

9. FINANCE AND BUDGET 2026-2027

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

(i) Transactions

RESOLVED

That the following transactions be approved:-

PAYER/PAYEE	DETAILS	RECEIPTS	PAYMENTS
BT	Village Hall Wifi		£54.74
Russ Bate	INVOICE 55		£60.00
Russ Bate	INVOICE 60		£60.00
Russ Bate	INVOICE 65		£60.00
Russ Bate	INVOICE 70		£60.00
Jane Edwards	Plants Reimbursement		£16.00
Jane Edwards	Plants reimbursement		£23.00
RAB Consultants	2026/6395 FRAP Application Fee		£622.09
HugoFox	Annual Website Hosting		£143.86
HugoFox	Emails INV-28891		£20.99
HMRC	June PAYE/NI		£243.63
M Clough	June Salary		£610.55
Cheshire Pensions	June Pensions		£217.68
Unity Trust Bank	Monthly Fee		£7.00
Unity Trust Bank	Interest	£529.92	
M Clough	HP Reimbursement for May		£6.98
M Clough	HP Reimbursement for June		£6.98

(ii) Payment of Future Invoices and Reimbursements

RESOLVED

That the following payments be approved:-

PAYEE	DETAILS	£
Clerk	July Salary	£610.55
Cheshire Pension Scheme	Clerk July Subscription	£217.68
HMRC	NI/PAYE July 2026	£243.63
BT	Village Hall Wifi – monthly subscription	Approx £33.00
Clerk	Monthly printer ink subscription for Parish Council	£6.99
Unity Trust Bank	July Service Charge	£7.00
HugoFox	July Monthly .GOV email charge	£20.99
R Bate	Lengthsman Fees	Approx. £120.00

(iii) Budget Expenditure to 30th June 2026

RESOLVED

That the following Budget Heading Expenditure to 30th June 2026, be approved:-

Budget Head	Total	Budget Allocated	£ Difference
Employee Salary (Net)	£1,875.25	£10,800.00	£8,924.75
Pension Contributions	£653.04	£2,800.00	£2,146.96
National Insurance/PAYE	£687.29	£900.00	£212.71
Clerk Administration	£37.37	£200.00	£162.63

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	£360.00	£1,750.00	£1,390.00
Training	£0.00	£150.00	£150.00
Plants and Maintenance	£582.07	£1,500.00	£917.93
Wi-Fi for Village Hall	£134.40	£650.00	£515.60
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	£206.83	£300.00	£93.17
Unity Trust Bank Service Charge	£21.00	£100.00	£79.00
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	£12,178.35	£76,461.00	£64,282.65
Includes Earmarked Budgets	£20,834.55	£113,667.50	£92,832.95
Excludes Earmarked Budgets	£8,656.20	£29,175.00	£20,518.80

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

***Figures to be updated – See Minute 6 for details**

(iv) Explanation of Variances

There were no variances to report at this meeting.

(v) Unity Trust Bank - Bank Reconciliation as at 30th June 2026

RESOLVED

That the following Bank Reconciliation as at 30th June 2026, be approved:-

<u>Bank Reconciliation 30th June 2026</u>		
WYBUNBURY PARISH COUNCIL		
Financial year ending 31 March 2027		
Prepared by: Muna Clough, Parish Clerk & RFO		
Balance per bank statements as at 30th June 2026		£
Current Account Unity Trust Bank (20492216)		£6,838.29
Reserve Account Unity Trust Bank (20524896)		£109,531.02
RESERVES £12,000.00		
Less: any unrepresented cheques		
Unity Trust Bank Current		£13.96

Unity Trust Bank Savings		
Add: any unbanked cash		
Unity Trust Bank Current		£0.00
Unity Trust Bank Reserve		£0.00
Net bank balances as at 30th June 2026		£116,355.35
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		£529.92
Less: Payments in the year		
Unity Trust Bank Current (includes return of CIL monies @ £1,040.48)		£21,875.03
Unity Trust Bank Reserve		£0.00
Closing balance per cash book [receipts and payments book] must equal net bank balances above		£116,355.35

(vi) Unity Trust Bank Statements

RESOLVED

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

- **Current Account (20492216) to 30th June 2026**
- **Instant Access (20524896) to 30th June 2026**

10. CHESHIRE POLICE REPORT

Councillor Howcroft reported on updates from Cheshire Police relating to Parish incidents and invited colleagues to attend the next Police Cluster Meeting.

RESOLVED

That the report be noted.

11. PARISH COUNCILLOR REPORTS

The Parish Council considered a report from Councillor Edwards requesting the purchase of another two self-watering planters and 2 shrubs, to replace the two wooden flowerbeds on Main Road, next to Valewood Drive. The total cost was £1,125.60 including VAT.

Councillor Edwards added that a donation from Guinness Housing, in the sum of £500.00, towards the cost of the planters, had been offered and welcomed. Thanks were extended to Guinness for their donation.

RESOLVED

That the proposal, to purchase two self-watering planters in the sum of £1,125.60, to replace the two wooden flowerbeds on Main Road, next to Valewood Drive, be approved, together with the purchase of two shrubs.

12. DATE OF NEXT MEETING

The Parish Council noted that the next meeting of the Parish Council would be held on Monday, 10th August 2026 at 7.30 pm at Wybunbury Village Hall.

13. URGENT ITEMS

The Chair raised the following:-

- The Chair and Deputy Chair now had the key to the filing cabinet, and had noted that it wasn't fireproof. They would be reviewing the paperwork and contents contained therein, and report back to a meeting of the Parish Council.
- The Chair reported that a number of residents had voiced to him, their concerns over advertising boards being placed on grass verges, particularly the advertising board installed by a local public house, opposite Annions Lane. He requested that Members should ask the Clerk to report this to the Borough Council.
- The Chair wished to purchase wreaths on behalf of the Parish Council.
- Whilst declaring his interest in the matter, the Chair highlighted a number of maintenance concerns relating to the Village Hall, including fencing and weeds. He stated that residents had also been in touch with him over these matters. The Chair stated that he would write to Mr David Owen of the Wybunbury Village Hall Trust, regarding these concerns.

Councillor Clark requested consideration of the purchase of a new defibrillator. This matter would be added to the next Agenda, and Councillor Clark would seek advice and circulate full details prior to the meeting, regarding a proposed replacement.

Councillor Edwards referred to her conversations with some residents regarding the possibility of hanging bunting and Christmas Trees on resident properties, by installing hooks and hangars (with resident permission). The Clerk agreed to contact the insurance company on this matter.