

## ROWTON PARISH COUNCIL

1<sup>st</sup> September 2025

Commenced: 7.00 pm Terminated: 8.20 pm

Present: Councillor Smythe (Chair)  
Councillors Fildes and Harrison

### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Hopwood and Shannon.

### 2. DECLARATION OF INTERESTS

There were no declarations of interest from Members of the Parish Council.

### 3. MINUTES

The Minutes of the proceedings of the Annual Meeting of the Parish Council held on the 22<sup>nd</sup> May 2025 and the Extraordinary Meeting of the Parish Council held on Thursday 24<sup>th</sup> July 2025 were approved as a correct record and signed by the Chair.

### 4. PUBLIC FORUM

There were no Members of the Public in attendance.

### 5. CHESTER GREENBELT ALLIANCE

#### RESOLVED

That consideration of this item be deferred to the next meeting.

### 6. PARISH PRIORITY STATEMENT FOR ROWTON

#### RESOLVED

That the Chair to amend the Christleton Parish Priority Statement, for Rowton, which will be passed to Councillors Fildes and Hopwood for amendment, prior to consideration and approval at the next meeting.

### 7. NEW .GOV WEBSITE

#### RESOLVED

That a new .GOV website, provided by HugoFox, in the sum of £189 + VAT website build fee; £9.99 + VAT per month for Hosting; £2.49 + VAT per month for 1 x .GOV email for the Clerk, be approved.

### 8. BANKING

#### RESOLVED

That the updating of the banking mandate to include the new Clerk Muna Clough, and remove the former Clerk, Christine Davies, be approved.

### 9. REQUEST FOR FINANCIAL ASSISTANCE

Members considered a request for financial assistance for the St James Christleton Church Development.

Members noted that the Parish Council had not allocated a Grants Budget to its financial planning, as it was particularly keen to keep the precept as low as possible. On this basis, Members agreed that unfortunately, the Parish Council was not currently, in a financial position to award grants to organisations.

## **RESOLVED**

**That this application be refused.**

### **10. RECRUITMENT OF NEW COUNCILLOR**

Members discussed the recruitment of a new Councillor. During the transition of Clerks, the new Clerk questioned whether the latest vacancy had been notified officially to the Borough Council.

## **RESOLVED**

- (i) That the Clerk contacts the Borough Council to ascertain the up to date position regarding the latest vacancy.**
- (ii) That the Clerk establishes the number of seats on Rowton Parish Council.**
- (iii) That when appropriate, a poster is placed in the Notice Board, and Facebook page.**

### **11. CAROLS ON THE GREEN**

Members discussed arrangements for the forthcoming festive event.

## **RESOLVED**

- (i) That this event be held on Wednesday, 10<sup>th</sup> December 2025;**
- (ii) That Councillor Smythe to be the Lead Councillor for the publishing of a Newsletter, to advertise the event;**
- (iii) That the Clerk orders a Christmas Tree;**
- (iv) That Councillor Fildes to source the availability of a gazebo;**
- (v) That further consideration be given to this matter at the next meeting.**

### **12. PARISH COUNCIL DOCUMENTS REVIEW**

The Chair sought agreement on the types of documents of local interest that the Parish Council would wish to retain, before making arrangements to take the remaining items to long-term storage with the Cheshire Records Office. Councillors agreed to meet with the Chair on 28<sup>th</sup> September 2025, at 10 am.

## **RESOLVED**

**That the report be noted.**

### **13. NEW CLERK**

## **RESOLVED**

- (i) That the Clerk contacts the Local Highways Authority to ascertain its membership of the Highways Volunteer Scheme**
- (ii) That Rowton Spring Clean up be added to the next agenda;**
- (iii) That Litter be placed on the next agenda and the Chair to speak to the Manager of Rowton Hall Hotel, regarding litter from visitors;**
- (iv) That updated Standing Orders and Financial Regulations be considered at the next meeting.**

### **14. DATE OF NEXT MEETING**

Members noted that the date of the next meeting would be held on Monday, 3<sup>rd</sup> November 2025.

### **15. URGENT ITEMS**

The Chair considered that the following items of business required discussion as a matter of urgency.

### **16. PLANNING MATTERS**

The Parish Council discussed the following planning matters:-

- (i) **Reference Number:** 25/02175/FUL  
**Site Address:** 41 Croft Close Rowton Chester CH3 7QQ  
**Proposal:** Partial garage conversion, alterations to elevations including amending window openings and rendering of elevations

**RESOLVED**

**That no comments be submitted on this application.**

- (ii) **Reference Number:** 25/02370/FUL  
**Site Address:** Agricultural Building Rear To Elm Bank Whitchurch Road Rowton Chester  
**Proposal:** Conversion of redundant agricultural building to dwellinghouse

**RESOLVED**

**That Councillor Fildes drafts comments for approval by the Parish Council, for the deadline date of 13<sup>th</sup> September 2025.**

- (iii) **Reference Number:** 25/02656/OUT  
**Site Address:** Land At Whitchurch Road Christleton Chester  
**Proposal:** Outline planning application (with all matters reserved other than access) for up to 200 dwellings, public open space, landscaping and associated infrastructure works

**RESOLVED**

- (a) **That the Parish Council vehemently opposes this application.**  
(b) **That the Chair drafts and circulates a response for approval by the Parish Council**  
(c) **That the Chair drafts a Notice for the residents encouraging them to object to this application.**