

**ROWTON PARISH COUNCIL
EXTRAORDINARY MEETING**

15th December 2025

Commenced: 7.00 pm **Terminated: 8.35 pm**

**Present: Councillor Smythe (Chair)
Councillors Fildes, Hopwood and Shannon**

**Also in attendance Councillor Jeff Smith – Waverton Parish
Council**

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Harrison.

2. DECLARATIONS OF INTEREST

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

3. PARISH COUNCILLOR CO-OPTION

The Parish Council received a brief presentation from Mr Robert Scott.

RESOLVED

That the appointment of Mr Robert Scott to Rowton Parish Council, be approved.

4. MINUTES

The Minutes of the proceedings of the Meeting of the Parish Council held on Monday, 3rd November 2025 were approved as a correct record and signed by the Chair.

5. PLANNING MATTERS

The Parish Council considered the following matters:-

(i) Planning and Development Proposals

The Chair invited Councillor Smith from Waverton Parish Council to present a view on how the Parish Council should be considering planning development proposals.

Councillor Smith reported on the following:-

- The commitment required for the drafting of a Neighbourhood Plan;
- Two residents surveys completed with support from Cheshire Community Action;
- Formulating a Parish Priority Statement, which was a soft entry point for a Neighbourhood Plan;
- Completing a Housing Needs Survey with support from Cheshire Community Action and the costs involved;
- Possibility of a joint working relationship for both Parish Councils.

Councillor Smith was thanked for attending the meeting, and for presenting such comprehensive information. At this juncture, Councillor Smith retired from the meeting.

(ii) Future Strategy for Rowton Parish Council

Members discussed a future strategy for addressing planning matters.

RESOLVED

- (a) That the Chair contacts John Hazelwood and asks for a quote for a Housing Needs Survey;
- (b) That the drafting of a Parish Policy Statement by the Chair, be formally agreed and submitted to the Parish Council for approval;
- (c) That a joint working initiative, with Waverton Parish Council, be approved, if Waverton Parish Council is also in agreement;
- (d) That planning comments submitted by the Parish Council under the provisions of the Standing Orders, are made in accordance with a quorum, ie. Comments received from 3 Parish Councillors;
- (e) That a Borough Councillors Report is placed as a standard item on all Parish Council Agendas.
- (f) That Communications to Residents is considered at the next meeting.
- (g) That the Clerk contacts Cheshire West and Chester Council requesting (in the absence of Councillor Parker) that a substitute Borough Councillor, attends meetings of the Parish Council.

The Parish Council considered the comments made under the provisions of the Standing Orders for the following planning application:-

- (iii) **Reference:** 25/03444/OUT
Alternative Reference: PP-14443361
Address: Land Adjacent Cophorne Moor Lane Rowton Chester
Proposal: Outline permission for erection of 49 dwellings
Parish Council Comments – Rowton Parish Council objected to this application – details circulated.

RESOLVED

That the comments submitted under the provisions of the Standing Orders, be received.

6. REVIEW OF CAROLS ON THE GREEN

The Parish Councillors reported that this year's Event was very successful and agreed the following improvements be considered for next year:-

- The provision of black bags
- The provision of a separate bar area, from within the tent/gazebo
- Additional mulled wine
- Singing children's favourite carols
- Holding a children's competition
- Improved communication to encourage additional residents

RESOLVED

That the report be noted.

7. BUDGET AND FINANCE

The Parish Council considered the introduction of a Chair's Allowance.

RESOLVED

- (i) That a Chair's Allowance, in the sum of £150.00, be approved immediately;
- (ii) That consideration be given to the costs of planning matters when agreeing the 2026-2027 Precept;
- (iii) That consideration be given to the costs of improving communication with residents when agreeing the 2026-2027 Precept.

8. URGENT ITEMS

There were no items which the Chair was of the opinion should be considered as a matter of urgency.