

BROXTON AND DISTRICT PARISH COUNCIL

27th July 2026

Commenced: 7.35 pm

Terminated: 8.30 pm

**Present: Councillor Henshall (Chair)
Councillors Houghton, Vaughan and Wild**

Councillor Mike Jones – Cheshire West and Chester Council

There was one member of the public in attendance.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Rogers.

2. DECLARATIONS OF INTEREST

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

3. MINUTES

The Minutes of the proceedings of the Meeting of the Parish Council held on 18th May 2026 were approved as a correct record and signed by the Chair.

4. PUBLIC FORUM

A resident raised concerns over a speed limit review that had taken place a few years ago, where the outcome was a 50mph speed limit on the A41, towards the roundabout. However, on the reverse of the speed limit sign, was a sign indicating the national speed limit, in the opposite direction. The impact of this, whilst constructive in one direction, was negative in the other direction.

For residents who lived on the A41, there were no double white lines, and the visibility when leaving properties, was restricted due to hedgerows. The resident asked for support from the Parish Council, in making representations to the Highways Authority.

RESOLVED

- (i) That the Clerk, in consultation with the Chair, contacts the Highways Authority, to support the concerns of the residents, regarding speeding vehicles on the A41.**
- (ii) That the Clerk contacts Tattenhall Parish Council, in relation to the consultation on the Neighbourhood Plan, with the comment that speed reductions are required on A41.**

5. APPOINTMENT TO BICKERTON JOINT BURIAL COMMITTEE

RESOLVED

That the appointment of Councillors Henshall, Vaughan and Wild, as the Parish Council's representatives on the Bickerton Joint Burial Committee, be approved.

6. BUDGET AND FINANCE 2026-2027

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

(i) Transactions

RESOLVED

That the following transactions be approved:-

Payee/Payer	Details	Income	Expenditure
Community Heartbeat Trust	Kiosk Adoption Fee at Brown Knowl		£30.00
HugoFox	Email Invoice-26976		£2.99

	Interest	£8.72	
Lloyds Bank	Service Charge		£4.25
Community Heartbeat Trust	Kiosk Adoption Fee at Harthill		£30.00
HugoFox	Website costs Invoice-27595		£11.99
M Clough	May Salary		£371.30
HMRC	May NI		£7.06
HMRC	May PAYE		£92.80
HugoFox	Email Invoice-28100		£2.99
	Interest	£7.96	
Brown Knowl Methodist Church	Room Hire 2025-2026		£180.00
Lloyds Bank	Service Charge		£4.25
HugoFox	Website costs Invoice-28799		£11.99
Cheshire West and Chester Council	Contribution for kiosk renovation from Councillor Mike Jones	£419.00	
M Clough	June Salary		£371.30
HMRC	June HMRC		£92.80
HMRC	June NI		£7.06
HugoFox	Email Invoice-29382		£2.99
	Interest	£8.24	

(ii) Approval of Payments

RESOLVED

That the following payments be approved:-

Payee/Payer	Details	Expenditure
M Clough	Salary July	Approx £371.30
HMRC	PAYE/NI July	Approx £99.86
M Clough	Salary August	Approx. £371.30
HMRC	PAYE/NI August	Approx. £99.86
Lloyds Bank	Service Charge July	£4.25
Lloyds Bank	Service Charge August	£4.25
HugoFox	Website hosting July	£11.99
HugoFox	Website hosting August	£11.99
HugoFox	Email August	£2.99
HugoFox	Email September	£2.99

(iii) Budget Head Expenditure 2026-2027

RESOLVED

That the following Budget Head expenditure to 17th July 2026, be approved:-

Budget Head	Total	Budget Allocated	£ Difference
Clerk Salary	£1,392.30	£5,750.00	£4,357.70
National Insurance	£21.18	£80.00	£58.82
General Admin	£12.75	£50.00	£37.25
Payroll Supplier	£97.20	£340.00	£242.80
Internal Auditor	£143.35	£150.00	£6.65
Subscriptions	£119.20	£175.00	£55.80
Information Commissioner	£0.00	£50.00	£50.00
Petrol Expenses (Notices x 6/year)	£44.82	£75.00	£30.18
Room Hire	£180.00	£245.00	£65.00

Website Costs	£35.97	£150.00	£114.03
Email Costs	£11.96	£150.00	£138.04
Microsoft Office	£0.00	£90.00	£90.00
Insurance	£504.95	£575.00	£70.05
Training	£0.00	£105.00	£105.00
S137 - Poppy Wreaths	£0.00	£30.00	£30.00
Elections	£0.00	£275.00	£275.00
Defibrillator Maintenance	£318.00	£175.00	-£143.00
Planting	£0.00	£100.00	£100.00
Fire Engine House	£0.00	£1,000.00	£1,000.00
Grants	£0.00	£500.00	£500.00
Other Projects	£0.00	£1,000.00	£1,000.00
Projects (CIL)	£60.00	£8,163.71	£8,103.71
Excluding CIL Income and Expenditure	£2,881.68	£11,065.00	£8,183.32
Including CIL Income and Expenditure	£2,941.68	£19,228.71	£16,287.03

(iv) CIL Money Income and Expenditure

RESOLVED

That the following CIL Summary, be noted:-

- Income**

CIL Monies received in 2023-2024 = £1,923.81

CIL Monies received in 2024-2025 = £2,943.34

CIL Monies received in 2025-2026 = £6,923.94

- Expenditure**

- 2025-2026:-**

Mintopia	Notice Board Refurbishment	£622.36
Mintopia	Brown Knowl Bench Refurbishment	£113.50
Barriers Direct	Bicycle Racks	£253.86
Mintopia	Bus Shelter Refurbishment	£521.44
Mintopia	Duckington Bench Refurbishment	£145.00
Unicorn Restorations	Telephone Box restoration parts	£1,140.82

- 2026-2027:-**

£30.00 for the adoption of the Telephone Kiosk at Brown Knowl.

£30.00 for the adoption of the Telephone Kiosk at Harthill.

CIL monies available = **£8,103.71**

(iv) Explanation of Variances

The cost for the battery replacement for the defibrillator was higher than anticipated.

RESOLVED

That the virement of £143.00 from the Other Projects Budget Head to the Defibrillator Maintenance Budget Head, be approved.

(v) Bank Reconciliation as at 17th July 2026

RESOLVED

That the following Bank Reconciliation as at 17th July 2026, be approved:-

Bank Reconciliation 17th July 2026	
BROXTON AND DISTRICT PARISH COUNCIL	
Financial year ending 31 March 2027	

Prepared by: Muna Clough, Parish Clerk & RFO	
Balance per bank statements	
Current Account (07572433) at 30th June 2026	£7,002.57
Savings Account (00674201) at 30th June 2026	£20,054.43
Less: any unpresented cheques	
Current Account (07572433)	£2.99
Savings Account (00674201)	£0.00
Add: any unbanked cash	
Current Account (07572433)	£0.00
Savings Account (00674201)	£8.24
Net bank balances as at 17th July 2026	
The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows	£27,062.25
<u>CASH BOOK</u>	
Opening Balance at 1st April 2026 Current Account 07572433	£457.26
Opening Balance at 1st April 2026 Savings Account	£20,029.32
Receipts in the year Current Account 07572433	£9,484.00
Receipts in the year Savings Account	£33.35
Payments in the year Current Account 07572433	£2,941.68
Payments in the year Savings Account	£0.00
Closing balance per cash book [receipts and payments book] must equal net bank balances above	£27,062.25

(vi) **Bank Statements**

RESOLVED

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

Current Account

- 31st May 2026
- 30th June 2026

Savings Account – Transactions to 17th July 2026

7. WIFI PROPOSAL TO BROWN KNOWL METHODIST CHURCH

The Parish Council noted that the Clerk had been advised that this suggestion had to be considered by the Church Circuit Property Committee.

RESOLVED

That as soon as an update is received, the Clerk will communicate with the Parish Council.

8. TELEPHONE KIOSK ADOPTIONS

The Parish Council noted that the Clerk had submitted applications to the Community Heartbeat Trust for the adoption of the kiosks located at Brown Knowl and Harthill.

The Chair had asked Mintopia to inspect the Harthill kiosk, and provide a quote for its refurbishment. A price had also been obtained from Herefordshire Sandblasting.

RESOLVED

That an update be provided to the next meeting.

9. HIGHWAYS MATTERS

The Chair reported that he had not received any updates from Highways in relation to any of his proposals, and would pursue this matter.

RESOLVED

That the report be noted.

10. PLANNING MATTERS

There were no new planning applications for consideration.

11. THE LOCAL HILLS

The Parish Council considered offering financial support to the National Trust, for improvements to the Parish.

RESOLVED

- (i) That the purchase of No Dog Litter and No Cycling Signs, be approved in principle, and the Clerk, in consultation with the Chair, to liaise with the National Trust.**
- (ii) That the Clerk liaises with the National Trust regarding the replacement of a broken gate, on Broxton Hills, and that its replacement, to be funded by the Parish Council, be approved in principle.**

12. BOLESWORTH MEETING

The Chair reported that an event had just taken place, and there had been no impact on the roads, in relation to event traffic.

RESOLVED

That the Clerk thanks Bolesworth for its successful traffic management plan.

13. DATE OF NEXT MEETING

Members noted that the next meeting would be held on Monday, 28th September 2026 at 7.30 pm

14. URGENT ITEMS

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

15. EXEMPT BUSINESS

Members resolved that the following item of business should be exempt from the press and public as it contained commercially sensitive information.

16. THE FIRE ENGINE HOUSE

RESOLVED

That the Chair, in consultation with the Clerk, to continue with the next legal steps in relation to this matter. For the purpose of the Minutes, this decision was unanimous.