

Dear Councillor

You are HEREBY SUMMONED to attend the MEETING of the Parish Council to be held on **Monday 14 July 2025 at 7pm**, at Elton Community Centre for the purpose of transacting the business set out on the agenda below.

Lara Jacob

8 July 2025

Members of the public and the press are welcome to attend. Please be aware that the council may take a vote to exclude the press and public if any items to be discussed contain information about an individual's personal circumstances or about a commercial contract or legal advice.

If you have any enquiries about the meeting, please contact Lara Jacob, the Clerk to the Parish Council at: parishclerk@eltonparishcouncil.co.uk
tel: 07871 614665

AGENDA

1. Apologies

1.1 **To receive** apologies for absence.

1.2 **To consider** a request from a councillor for a longer period of absence.

2. Register of Interests and Declarations of Interest

Councillors are reminded of their responsibility to declare any disclosable pecuniary or non-pecuniary interest which they have in any item of business on the agenda no later than when the item is reached. Declarations are a personal matter for each councillor to decide and the decision to declare, or not, is the responsibility of the councillor.

3. Items for discussion in closed session

To consider if any items on the agenda, because of the nature of the information which might be disclosed, should be discussed with the exclusion of the press and public. Items should be identified no later than when the item is reached and a proposal should be moved for a full council decision on exclusion. Reasons for exclusion will be recorded in the minutes.

4. Public Participation

4.1 PCSO Report

4.2 Members of the Public

4.3 CWaC Ward Councillors Report

4.4 Elton Allotments

5. Minutes

To agree that the minutes of the meeting held on 9 June 2025 are a true record and on resolution be signed by the Chair (enclosed).

6. Planning

6.1 Applications received for comment:

(Details of the applications were circulated on receipt)

None received to date.

6.2 Applications decided by Cheshire West and Chester Council:

25/01084/FUL

46 Farmdale Drive Elton Chester CH2 4PJ

Proposal Single storey rear extension and existing outbuilding alterations and extensions

Decision Approval

Decision Issued Date Fri 27 Jun 2025

24/03790/FUL

Encirc Glass Ltd Ash Road Elton Chester CH2 4LF

Proposal The removal of the existing canopy and the erection of a loading canopy bay and associated works

Decision Approval

Decision Issued Date Fri 20 Jun 2025

6.3 To note that the following planning application will be heard by the CwAC Planning Committee on 10 July 2025

24/01322/S73 Ince Resource Recovery Park Marsh Lane Ince

24/01685/106 Removal of condition 17 (requirement to implement the first phase rail infrastructure prior to the occupation of plots within Protos Phase 2) of 14/02277/S73 (Variation of conditions 2, 3, 6, 9, 10, 12, 13, 16, 17, 19, 41 and 46 on planning permission APP/Z0645/A/07/205909

Section 73 application for proposed development of Resource Recovery Park to include layout

7. Finance

7.1 **To note** any receipts of money.

7.2 **To note** the payments made since the last meeting, details appended (invoice pack enclosed).

7.3 **To resolve** the payments to be made following the meeting, details appended (invoice pack enclosed)

7.4 **To note** the following:

Bank Reconciliation:	Carry Forward	31/05/25	59,427.79
	Add: Income		14.69
	Less: Expenditure (June 25)		2,669.68
	Closing Balance	30/06/25	56,772.80

A councillor who is not a signatory to the bank account to verify these figures by signature on the statements presented (cashbook bank reconciliation and Bank statement enclosed)

7.5 **To receive** the Budget Monitoring document up to end June 2025. (enclosed)

8. Reports from councillors

To receive and consider actions from any reports from councillors:

- 8.1 Feedback from parish council surgeries held, (Cllr. Lockhart);
- 8.2 Any reports from Working Groups/Outside Bodies/Portfolio Holders
- 8.2.1 Public Transport Working Group

To discuss the forthcoming meeting with Sarah Pochin MP on 18 July 2025.

8.3 Any other reports on activities by councillors.

9. Parish Council Land and Assets

9.1 Jubilee Field

To receive any updates.

9.2 Play Areas

9.2.1 **To receive** an update on monthly play inspections and consider any recommendations. **To note** anything pertinent from the report

9.2.2 **To receive** an update on the progress of the outdoor gym.

9.2.3 **To receive** an update on progress towards funding for the play area at Sorbus Close.

9.2.4 **To receive** any other updates on the parish play areas.

Other land areas

9.5. **To receive** any updates on the Dog Park

9.6. **To discuss** the repairs necessary to the paving slabs at the side and front of the Community Centre and the condition of the concrete bollards.

9.7 **To discuss** the holes which have appeared on the parish field.

9.8 **To receive** any other updates on matters relating to parish council assets (information only).

10. Governance

10.1 **To review** the proposed Tree Management Policy and consider adoption.

10.2 **To review** the proposed Internal Control Policy and Internal Control Checklist and consider adoption.

11. Events

11.1 **To consider** the request for a donation of £150 to help provide meals during school holidays at Elton Community Centre.

11.2 **To consider** the request from the Scout Group to use the parish field to hold a Bonfire night event and to consider a donation to the group to assist with the costs of hosting the event.

11.3 **To discuss** arrangements for the Christmas 2025 event.

12. Newsletter

To receive an update on the progress of producing a parish newsletter.

13. Consultations

To consider responses to the following consultations:

13.1 CWaC Local Transport Plan www.cheshirewestandchester.gov.uk/LTP4

13.2 CWaC Local Plan: <https://www.cheshirewestandchester.gov.uk/localplan>

13.3 ACRE survey on flooding resilience: <https://www.smartsurvey.co.uk/s/ACRE-NALC-survey-planning-for-flood-resilience/>

14. Future Agenda Items

To note any matters for consideration at the next meeting.

15. Date and Time of meetings

15.1 To confirm that the next monthly meeting of the parish council will be Monday 8 September 2025.

15.2 To note that the date of the monthly meeting in October 2025 will be Monday 6 October 2025.

16. Matters to be discussed in the absence of the press and public

Public Bodies (Admission to Meetings) Act 1960 s.2

A body may, by resolution, exclude the public from a meeting whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for some other special reasons stated in the resolution and arising from the nature of that business of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.

Payment Schedule

	PAYMENTS MADE IN JUNE				
15 June	Staff Salaries	June 2025	1736.14	0.00	1736.14
	Clays Gardening Services	May monthly payment	927.54	0.00	927.54
30 June	Unity Trust Bank	Monthly bank charges	6.00	0.00	6.00
		Total	2669.68	0.00	2669.68
	PAYMENTS TO BE AUTHORISED				
15 July	Staff Salaries	July 2025	Tbc		tbc
	Clays Gardening Services	May monthly payment	927.54	0.00	927.54
	ChALC	Chair Training	25.00	0.00	25.00
	Haines Watts	Payroll charges first quarter to June 2025	82.50	16.50	99.00
	Sutcliffe Play	Instal charges for deck boards on low-level roundabout	1061.54	212.31	1273.85
31 July	Unity Trust Bank	Monthly bank charges	6.00	0.00	6.00