



**Councillors are summoned to attend the
Ordinary Meeting of
WEAVERHAM PARISH COUNCIL**

To be held at
Weaverham Community Centre, Russet Road, Weaverham, CW83HY
on
Monday 30th June 2025 at 7.00 pm

Clerk: Adrian Morgan
Email: clerk@weaverhampc.co.uk
Tel: 01606 854451

AGENDA

22. **Welcome**, register attendees and receive any apologies for absence.

23. **Public Open Forum** Members of the public are invited to address Councillors and raise issues of concern. This session will last no longer than 10 minutes (standing Order 1e). Each member of the public is entitled to speak once only and shall speak for not more than 3 minutes (Standing Order 1f).

24. Minutes

24.1 To **approve** minutes of the Council meeting held on Wednesday 21st May 2025.

24.2 To **approve** minutes of the Extra Ordinary Council meeting held on Wednesday 4th June 2025.

25 Finance & Policy

25.1 To **receive** the minutes of Finance & Policy meeting held on Monday 9th June 2025.

25.2 To **approve** the accounts for May 2025.

25.3 To **approve** cheque payments as detailed in the cheque payment report.

25.4 To **approve** moving £100k from the Santander Current Account to the CCLA Account.

25.5 To **approve** closing the NS&I account and transfer £52k to the CCLA Account.

26 Terms of Reference

To **review and approve** terms of reference for the following committees.

26.1 Finance & Policy Committee

26.2 Environment Committee

26.3 Personnel Committee

26.4 Planning Committee

27 Delegated Authority

27.1 **Lake House Field bookings.** To **approve** giving delegated authority to the Clerk & Chair of Environment to approve bookings on behalf of the Council for the use of the field.

28 Financial Regulations. To **approve** the following amendments to Financial Regulations.

28.1 Delegated authority is given to the Clerk & Chair of Finance & Policy to approve quotations of less than £1k with only one quotation being required.

28.2 Quotations over £1k and less than £5k, the Clerk will endeavour to obtain three quotations where possible.

28.3 Quotations over £5k but less than £25k 3 quotations are required.

28.4 Quotations over £25k will require a competitive tendering process.

29 To **approve** quotation from Cheshire Ground Care for repairs to footpath 6 costing £1,660.00 +VAT.

30 To **approve** quotation from Avoira for Maraki licence renewal for £170.00+VAT.

31 To **approve** terms of reference for the Council efficiency working group.

32 To **discuss** the Annual Internal Audit Report and certificate for 24/25.

33 Environment

33.1 To **receive** minutes of meeting held on 2nd June 2025.

33.2 To **approve** quotation from Ash Skip hire £324 Inc VAT.

33.3 To **approve** funding for Mini police to visit Safety Central by coach at a cost of £350.00.

33.4 To **approve** the replacement of the SID on Northwich Road due to the supplier ceasing trading.

33.5 To **approve** the quotation from Cheshire Groundcare Ltd for a height restriction posts for the old youth club car park at a cost of £1770.00 +VAT. Only one quotation was received.

33.6 To **discuss** proposal for a memorial wood / coppice at the top end of Lake House Field.

33.7 To **discuss** a complaint regarding the footpath from Church Road to Tesco.

33.8 To **discuss** complains regarding grass cutting at St Mary's Church.

33.9 To **discuss** dangerous trees at Beech Wood Wallerscote Road.

34 Lake House Field

34.1 To **approve** the investigation of a bylaw restricting the use of Lakehouse Field.

34.2 To **approve** the application form for hire of field.

34.3 To **approve** the terms and conditions.

34.4 To **approve** risk assessment for hirers.

34.4 To **approve** risk assessments for Council managed events.

34.5 To **approve** the purchase of a Gazebo with Council logo costing £1,600.00 +VAT.

34.6 To **approve** the purchase of Two-way radios for events costing £120.00 +VAT.

35 VJ Day Event.

35.1 To **approve** quotation for stage & generator for the event at a cost of £2700+VAT.

36 To **receive** a report on the Highways volunteer scheme.

37. To **receive** an update on the Toilet/Café project.

38 To **receive** an update on the generation tariff payments for Solar panels.

39. Planning

39.1 To **approve** the minutes of meeting of 23rd May 2025.

39.2 To **receive** the minutes of meeting of 6th June 2025.

39.3 To **discuss** the changes in planning law.

40. **Clerks' Update.** The Clerk to update the Council on any matters.

41. **Meetings** attended by Councillors. To **note** and **discuss** meetings attended by councillors.

42. **Police matters.** Standing Orders will be suspended to allow the police to address the meeting.

41.1 To **discuss** Speed Watch

41.2 To **discuss** Fosters Avenue parking issues.

43. **CWaC matters.** Standing Orders will be suspended to allow CWaC Councillors to address the meeting.

44. **Public Forum** (a maximum of 10 minutes is allowed for this item).

45. To **Confirm** date of the next meeting of Council, Monday 28th July 2025 at 7pm.

**Resolved to exclude the public under the Local Government Act 1972 Section 12A PART 19(i)
Part B**

Confidential Items

46. To **discuss** and **action** the Clerks complaint.

47. To **discuss** and **approve** changes to the membership of the Personnel Committee.

Signed

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the left.

Adrian Morgan
Clerk.



Minutes of WEAVERHAM PARISH COUNCIL ANNUAL MEETING

held at
Weaverham Community Centre, Russet Road, Weaverham, CW83HY
on Wednesday 21st May 2025 at 7.30pm.

Clerk Adrian Morgan

Present: Gillian Edwards (GE) Chairman, Peter Wilkinson (PW), Nigel Freestone (NF), John Pether (JP), John Freeman (JF), Rees Lasseter (RL), Mike Gerrard (MG) Iain Lasseter (IL), Ian Mills (IM) Keith O Neil (KO), Roger Moss (RM) and Jason Endress (JE)

In attendance: 3 members of the public and Cllrs Phill Rimmer CWaC.

1. The Chairman of 2024/25 Cllr Gillian Edwards opened the meeting.
2. **Public Open Forum** The following issue was raised by the public.
Bottom pitch has had problems with youths setting fire to the trees, the police are investigating **noted.**
3. Apologies for absence were received from Cllr Lynn Stocks CWaC.
4. Cllr Gillian Edwards was re-elected as Chair **approved.**
5. Cllr Roger Moss was re-elected as Vice-Chair **approved.**
Cllr Moss left the meeting at 7.36
6. No new declarations of interest were received. All councillors are required to re state their interests as requested in the e mail from the Clerk dated 21st May 2025.
7. Minutes of meeting held on 28th April 2025 were **approved.**
8. Delegation arrangements to committees and Clerk were **review and approved.** Further discussion on the arrangements will be held at the next meeting of Finance & Policy committee.
9. Standing Orders were reviewed amended and **approved.** The amended document to be re issued once updated.
10. The following terms of reference for committees were **reviewed and approve.**
 - 10.1 Finance & Policy Committee.
 - 10.2 Personnel Committee
 - 10.3 Environment Committee.
 - 10.4 Planning Committee.
 - 10.5 Further discussion on the arrangements will be held at the next meeting of Finance & Policy committee.
11. To **elect** members of committees:
 - 11.1 The following Councillors were elected to sit on the Finance & Policy Committee.
Cllrs Nigel Freestone, Mike Gerrard, Ian Mills, John Pether, John Freeman, Jason Endress and Peter Wilkinson **approved.**
 - 11.2 The following Councillors were elected to sit on the Environment Committee.
Cllrs Rees Lasseter, Mike Gerrard, Iain Lasseter, Keith O Neil, Jason Endress, Peter Wilkinson and Roger Moss **approved.**

12. The following Councillors were elected to sit on the Planning Committee.

Cllrs Roger Moss, Ian Mills, John Pether, Peter Wilkinson, Mike Gerrard and John Freeman **approved.**

13. The following Councillors were elected as representatives to the following external bodies.

13.1 Weaverham, Cuddington and Acton Bridge Cemetery Committee.

Cllrs John Freeman, Peter Wilkinson, Mike Gerrard and Ian Mills **approved.**

13.2 Barrymore Institute.

Cllrs Roger Moss and John Pether **approved.**

13.3 Weaverham Community Centre.

Cllr Keith O Neil **approved**

13.4 Community Safety Action Working Group.

Cllrs Gillian Edwards, John Freeman and Jason Endress **approved.**

13.5 Tree Warden Society.

Cllrs Roger Moss and Nigel Freestone **approved.**

13.6 Weaverham and Acton Bridge Trust.

Cllr John Freeman **approved.**

13.7 Public Rights of Way.

Cllr Roger Moss **approved.**

13.8 Press Officer. The Clerk **approved**

12. Council reviewed its insurance cover. The Clerk to add the new Toilet / Café and the Old Youth Club to the policy was **approved.**

13. The Council approved its continuing membership of the Woodland Trust **approved.**

14. Finance

14.1 The accounts for April 2025 were **approved.**

14.2 Cheque payments amounting to £3,616.67 were **approved.**

15 Environment

15.1 The use of Lake House Field for Sam's American Circus from 1st June – 8th June 2025 was **approved.**

15.2 Additional maintenance cost for litter picking by Cheshire Groundcare Ltd of £980.00 +VAT pa is to be added to the existing maintenance contract was **approved.**

15.3 Speed assessment on Wallerscote Road by Albert's Farm at a cost of £300.00 was **approved.**

15.4 The ROSPA safety inspection report was discussed. The Clerk is given delegated authority by Council to take all appropriate action via our maintenance contractor to action all items that need attention as referenced in the report. **approved.**

15.5 Kompan to carryout safety inspection for the Cableway at a cost of £624.00 +VAT as highlighted in the ROSPA report. KO and Cheshire Groundcare to be trained in maintaining this piece of equipment **approved.**

16. Clerk Matters

- 16.1 **Old Doctors surgery**, new sign wording was **approved.**
- 16.2 **Complaint-** clothes damaged using the slide RRPP. - Taped over bolts & maintenance contractor has inspected, we need new nuts & bolts. The clerk is to purchase the items from Kompan **approved.**
- 16.3 **Complaint-** Breach of Planning 46A High Street. – to be discussed to next planning meeting **noted**
- 16.4 **Complaint** – Weaverham Trust re the Highways volunteer scheme- all references to the trust supporting the scheme have been removed from the Highways volunteer Scheme report. **Noted.**
- 16.5 Request from **Baden Powell Scouts** Owley Wood requesting funding for the heating system controls at a cost of £300.00 was **approved.**
- 16.6 **Gas Leak Wallerscote Road-** Our MP has been asked to help get the sink hole filled in **noted.**
- 16.7 **Parish Web site & Domain-** meeting date was agreed Wednesday 4th June 7.30pm **noted.**
- 16.8 **Oakes at 80** Mersey Forest will be conducting a survey of Lake House Field on Friday 23rd May **noted.**
- 16.9 **Chalc Training-** Planning course to be held on 3rd June 2025 costing £35.00 was **approved.**
- 16.10 **Chalc Code of Conduct & Register of Interests.** - e mail sent to all Councillors by the Clerk was **noted.** All Councilors are required to action the e mail ASAP.
- 16.11 A working Group is to be set up to look at **Council efficiency.** Areas to be considered are Council best practice, delegated authorities- how can the council become more efficient etc. Cllrs Keith O Neil, Nigel Freestone, Gillian Edwards, John Pether, and Peter Wilkinson & the Clerk to form the working group. 1st meeting date to be advised **approved.**
- 16.12 **VJ Day working Group** is to be formed with the following Cllrs Gillian Edwards, John Freeman, Rees Lassiter & Iain Lassitter & the Clerk. 1st meeting date to be advised **approved.**
- 16.13 **Solar panels-** The meter in the community center has been changed- Jason Ian Lasseter & Clerk to progress the feed in tariff payment. Date of meeting to be advised **noted.**
- 16.14 **Clerks Workload.** Councillors were made aware of the Clerks workload.
 - 16.14.1 Priority is being given to the internal audit.
 - 16.14.2 **Event Risk assessments need updating-** VJ day & Bonfire Night. Clerk & PW to progress **noted.**
 - 16.14.3 **Complete the pricing for the café/ toilet with Fine swim-** a variation of the existing contract is required. Clerk & IL to progress **noted.**

16.14.4 **Winter Maintenance project-** Scope, price and contract negotiations for the winter maintenance proposal as approved by council is outstanding **noted.**

16.14.5 **Weaverham High school survey re youth facilities** need to be progressed via a working group Clerk & IL to progress **noted.**

16.14.6 **Highways Volunteer scheme project.** I am waiting on a response from CWaC on the Councils proposals **noted.**

17. **PCSO report** was discussed and **noted.**

18 Cheshire West & Chester Councillors report.

Cllr Phill Rimmer & Gillian Edwards gave their verbal report which was **noted.**

19. The following was raised in the **Public Forum.**

19.1 Speed of cars on Wallerscote Road was raised as a concern. PCSO to be made aware **noted.**

19.2 Youths going into the old farmhouse causing damage. The police are aware **noted.**

19.3 Litter Bin has been requested for the walkway from Lime Avenue and Walnut Avenue. GE to progress **noted**

20. To **Confirm** date of next meeting: Monday 23rd June 2025 @ 7pm

Resolved to exclude the public under the Local Government Act 1972 Section 12A PART 19(i) Part B

21. Confidential Items

21.1. Councillors discussed the meeting with Jackie Weaver which was held on 10th April 2025. It was agreed that all would work towards better team working. The Clerk highlighted the requirements of the Code of Conduct that all Councillors need to adhere to.

Meeting closed at 9.50pm

Signed as a true record.

Name

Signature

Date



Minutes of
WEAVERHAM PARISH COUNCIL
EXTRA ORDINARY MEETING

held at
Weaverham Community Centre, Russet Road, Weaverham, CW83HY
on Wednesday 4th June 2025 7.30pm.

Clerk Adrian Morgan

Present: Gillian Edwards (GE) Chairman, Peter Wilkinson (PW), Nigel Freestone (NF), John Pether (JP), John Freeman (JF), Rees Lasseter (RL), Mike Gerrard (MG) Iain Lassetter (IL), Ian Mills (IM) Keith O Neil (KO) and Roger Moss (RM)

22. Apologies for absence were received from Cllr Jason Endress.

23. Declarations of interest were received from Cllr Iain Lasseter, Rees Lasseter and Keith O Neil regarding the Café/ toilet project.

Resolved to exclude the public under the Local Government Act 1972 Section 12A PART 19(i) Part B

Confidential Items

24. Council discussed the Internal Audit Report 2024/25 and **approved** the Clerk's recommended responses.

24.1 The Annual Governance Statement 2024/25 will be amended to consider the Internal Auditors comments **approved**.

Cllr Iain & Rees Lassetter left the room at 7.55pm

24.2 The Council agreed a full and final settlement figure of £10,476.86 +VAT with Fine Swim Limited for all outstanding liabilities relating to the Café/ Toilet project. Full ownership of the building will transfer to the council **approved**.

24.4 The Council will make a monthly contribution of £670+VAT for the costs of running the toilet **approved**.

24.3 Clerk to draw up a variation to the existing swimming pool contract to include the new café/ toilet as part of the existing terms and conditions **approved**.

24.3 The Council will agree opening times of the Toilet/ Café with Fine Swim Ltd at a later date **noted**.

25 To **confirm** date of the next meeting of Council, Monday 23rd June 2025 at 7.00pm

Meeting closed at 8.15pm

Signed as a true record.

Name

Signature

Date



MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING

Held at

**Weaverham Community Centre,
Russet Road, Weaverham, CW8 3HY**

on

Monday 9th June 2025 at 7.15pm

Clerk Adrian Morgan

Email: clerk@weaverhampc.co.uk

Tel: 01606 854451

Present: Cllrs John Freeman (JF) Chair, Peter Wilkinson (PW), Mike Gerrard (MG), John Pether (JP), Nigel Freestone (NF) and Ian Mills (IM).

F01. Cllr Peter Wilkinson was elected Chairman.

F02 Cllr John Pether was elected Vice Chairman.

F03 No apologies for absence were received.

F04. No members of the public were present.

F05. No new declarations of interest were made.

F06. The minutes of meeting held on 14th April 2025 were **approved**.

F07 **Accounts:**

F07.1 The accounts for May 2025 are recommended for **approval**.

F07.2 It is **recommended** to move £100k from the Santander Current account to the CCLA account.

F07.3 It is **recommended** to close the NS&I account and transfer £52k to the CCLA account.

F07.4 The cheque payment report will be approved at next Council meeting **noted**

F08 The reduced interest rate from Skipton Building Society was **noted**.

F09 **Terms of Reference** for committees was discussed and amended. They are **recommended** to Council for approval.

The Clerk was asked to leave the meeting whilst the terms of reference for the Personnel Committee was discussed. Clerk left the meeting at 7.45pm and returned at 8.05pm.

F10 **Delegated Authorities** were reviewed with the following **recommendation**.

F10.1 Lake House Field bookings. Delegated authority is given to the Clerk & Chairman of Environment to approve bookings on behalf of the Council for the use of the field.

F11 Financial Regulations were discussed. The following amendments are **recommended** for approval by Council.

F11.1 Delegated authority is given to the Clerk & Chairman of Finance & Policy to approve quotations of less than £1k with only one quotation being required.

F11.2 Quotations over £1k and less than £5k, the Clerk will endeavour to obtain 3 quotations where possible.

F11.3 Quotations over £5k but less than £25k 3 quotations are required.

F11.4 Quotations over £25k will require a competitive tendering process.

F12 Council efficiency working group terms of reference was deferred to next meeting of Council.

F13 Clerks' Update.

F13.1 Committee meetings in future will start at 7.30pm.

F13.2 Quotation from Avoira for Maraki licence renewal for £17.0.00+VAT is **recommended** for approval.

F13.3 Quotation from Cheshire Ground Care for repairs to footpath 6 costing £1,660.00 +VAT is referred to Council. In the meantime, we will consult CWaC to expedite the repairs.

F13.4 Clerk advised the committee that the final Internal Audit report and certificate has been received and will be discussed at the next meeting of Council.

F14. To **confirm** the date of the next meeting, 14th July 2025 @7.30pm.

Meeting closed at 8.55pm

Signed as a true record.

Name

Signature

Date

Weaverham Parish Council Bank Reconciliation
as at 31st May 2025

as per Scribe

Opening Balance £142,079.97
Closing Balance £135,322.07
-£6,757.90

Bank

Opening Balance £146,932.88
Closing Balance £139,460.39

Income

Date	Contact Name	Detail	Net	VAT
06 May 2025	SN&I	Interest	139.33	139.33
02 May 2025	CCLA	Interest	438.59	438.59
			577.92	577.92

Weaverham Parish Council

as at 31st May 2025

WPC Current Ac
WPC Deposit Ac
WPC Government Bond
Skipton 120-Day Account
CCLA Account

Scribe	Bank	Diff
135,322.07	139,460.39	
0.00	0.00	
52,000.00	52,000.00	
93,466.53	93,466.53	
120,034.52	120,034.52	
400,823.12	404,961.44	4,138.32

VAT (to be re claimed)

931.80

Cheques to Clear

No

Amount
25577 Cheshire Groundcare Ltd 1,178.00
25585 Euro Digital 48.68
25588 Weaverham Academy 500.00
25597 ChALC 1,595.00
25599 Mdl Cheshire Footpath Soc 8.00
25604 RoSPA 321.60
25606 A Mogan 187.04
25608 1st Owley Wood Scout Group 300.00
4,138.32

0.00

Approved

Chairman
F&P Committee Meeting
Date

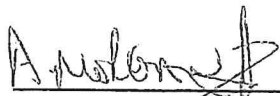
Chairman

Parish Council Meeting
Date

Weaverham Parish Council

(12)

Prepared by:



Name and Role (Clerk/RFO etc)

Date:

3/6/25

Approved by:

Date:

Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 31/05/2025			
A	Cash in Hand 01/04/2025		267,333.93
	ADD Receipts 01/04/2025 - 31/05/2025		145,332.98
			412,666.91
	SUBTRACT Payments 01/04/2025 - 31/05/2025		11,843.79
	Cash in Hand 31/05/2025 (per Cash Book)		400,823.12
B	Cash in hand per Bank Statements		
	Petty Cash 31/05/2025	0.00	
	Santander Current Account 31/05/2025	139,460.39	
	Skipton Building Society 120-Day A 31/05/2025	93,466.53	
	Government Bond Account 31/05/2025	52,000.00	
	CCLA Account 31/05/2025	120,034.52	
			404,961.44
	Less unrepresented payments		4,138.32
			400,823.12
	Plus unrepresented receipts		
B	Adjusted Bank Balance		400,823.12
	A = B Checks out OK		

Weaverham Parish Council PAYMENTS LIST

3 June 2025 (2025-2026)

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
15 Annual Local Donations	13/05/2025	204.1	Santander Current A	25594	Donation	1st Weaverham Sea Scouts	Z	250.00		250.00
16 Annual Local Donations	13/05/2025	219.3	Santander Current A	25595	Donation	Weaverham Community As	Z	200.00		200.00
17 Rose Fete	13/05/2025		Santander Current A	25596	Donation	Weaverham Rose Fete Con	Z	600.00		600.00
18 Subscriptions	13/05/2025	206	Santander Current A	25597	Subscription	ChALC	Z	1,595.00		1,595.00
19 Subscriptions	13/05/2025	206	Santander Current A	25598	Subscription	Adrian Morgan	Z	255.00		255.00
20 Subscriptions	13/05/2025	205	Santander Current A	25599	Subscription	Mid-Cheshire Footpath Soc	Z	8.00		8.00
21 Phone, Fax, Internet & Website	13/05/2025	14.2	Santander Current A	25600	IT Services	Avoira Ltd	S	30.00	6.00	36.00
21 Phone, Fax, Internet & Website	13/05/2025	14.2	Santander Current A	25600	IT Services	Avoira Ltd	S	15.00	3.00	18.00
21 Phone, Fax, Internet & Website	13/05/2025	14.2	Santander Current A	25600	IT Services	Avoira Ltd	S	32.07	6.41	38.48
21 Phone, Fax, Internet & Website	13/05/2025	14.2	Santander Current A	25600	IT Services	Avoira Ltd	S	26.52	5.30	31.82
22 VE & VJ Day Event	13/05/2025	14.2	Santander Current A	25601	EV & VJ day Event	John Freeman	Z	885.73		885.73
23 VE & VJ Day Event	13/05/2025	14.2	Santander Current A	25607	EV & VJ day Event	The Swinging Woodpecker	Z	750.00		750.00
24 Room Hire	13/05/2025	14.2	Santander Current A	25603	Room Hire	Weaverham Community As	Z	162.00		162.00
25 RoSPA	13/05/2025	14.2	Santander Current A	25604	RRPP Inspection	RoSPA (Playsafety Ltd)	S	268.00	53.60	321.60
26 Maintenance Contract	13/05/2025	14.2	Santander Current A	25605	Maintenance Contract	Cheshire Groundcare Ltd	S	981.67	196.33	1,178.00
27 Mileage & Travel	21/05/2025	14.2	Santander Current A	25606	Expenses	Adrian Morgan	Z	44.85		44.85
27 Annual Assembly	21/05/2025	14.2	Santander Current A	25606	Expenses	Adrian Morgan	S	60.47	12.09	72.56
27 Chair Allowance	21/05/2025	14.2	Santander Current A	25606	Expenses	Adrian Morgan	S	23.32	4.66	27.98
27 Chair Allowance	21/05/2025	14.2	Santander Current A	25606	Expenses	Adrian Morgan	S	34.71	6.94	41.65
28 Annual Local Donations	22/05/2025	16.5	Santander Current A	25608	Donation	1st Owlley Wood Scout Gro	Z	300.00		300.00
29 Subscriptions	07/05/2025		Santander Current A	DD 07/05/25	Subscription	Woodland Trust	Z	8.00		8.00
30 Youth Club Utilities	12/05/2025		Santander Current A	DD 12/05/25	Old Youth Club Utilities	Scottish Power	L	69.10	3.46	72.56
Total								6,599.44	297.79	6,897.23

3/6/25



Weaverham Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
31 Training & Conferences	04/06/2025		Santander Current A	25609	Training	CHALC	Z	25.00		25.00
32 General Office Costs (Inc PAT 1	31/05/2025		Santander Current A	25610	Office Supplies	Euro Digital Systems	S	87.70	17.54	105.24
33 General Office Costs (Inc PAT 1	04/06/2025		Santander Current A	25611	Office Supplies	Adrian Morgan	L	65.37	1.58	66.95
34 Former Youth Club Redevelop	04/06/2025		Santander Current A	25611	Old Youth Club car park	Adrian Morgan	S	70.00	14.00	84.00
35 Defibrillator	11/06/2025		Santander Current A	25612	D Fib	John Chisholm	S	19.99	4.00	23.99
36 Former Dr's Car Park	11/06/2025		Santander Current A	25613	Old Dr Car Park	Adrian Morgan	S	70.00	14.00	84.00
37 Maintenance Contract	11/06/2025		Santander Current A	25614	Maintenance Contract	Cheshire Groundcare Ltd	S	1,144.98	229.00	1,373.98
38 Weaverham News	11/06/2025		Santander Current A	25615	Weaverham News	Graphish	Z	450.00		450.00
39 Audit Fees	11/06/2025		Santander Current A	25616	Internal Audit	JDH Business Services Ltd	S	852.00	170.40	1,022.40
40 Toilet Project	16/06/2025	24.1	Santander Current A	25617	Cafe/ Toilet project	Fineswim Ltd	S	10,913.39	2,182.68	13,096.07
41 Defibrillator	19/06/2025		Santander Current A	25618	D Fib	DDH Electrical Ltd	S	435.58	87.12	522.70
42 Room Hire	19/06/2025		Santander Current A	25619	Room Hire	Weaverham Community As	Z	162.00		162.00
43 Flowers and Bulbs	19/06/2025		Santander Current A	25620	Additional Grounds Maintenanc	Jane Brooks	S	23.30	4.66	27.96
43 Flowers and Bulbs	19/06/2025		Santander Current A	25620	Additional Grounds Maintenanc	Jane Brooks	S	2.50	0.50	3.00
44 CCTV	23/06/2025		Santander Current A	25621	Additional Grounds Maintenanc	Cheshire Groundcare Ltd	S	680.00	136.00	816.00
45 Additional Grounds Maintenanc	23/06/2025		Santander Current A	25621	Additional Grounds Maintenanc	Cheshire Groundcare Ltd	S	270.00	54.00	324.00
46 Russet Road Play Park	23/06/2025		Santander Current A	25621	RRPP Repairs	Cheshire Groundcare Ltd	S	250.00	50.00	300.00
Total								15,521.81	2,965.48	18,487.29

Terms of Reference of Committees

Finance & Policy Committee

The Finance and Policy Committee shall:

- Consist of at least three elected members and no more than seven elected members, the Chair and Vice-Chair shall be ex-officio members but do not count towards the quorum. Members are elected at the annual meeting.
- Determine the dates of its meetings with a minimum of six meetings per year.
- Consider at each meeting the monthly Management Accounts.
- Make recommendations to the Council regarding expenditure, income, policies and investments.
- Consider the Annual Return and Year End Accounts.
- Review the Councils budget on a quarterly basis.
- Has delegated authority to approve payments.
- Provide an overview of land and property owned by the Council.

The Finance Committee does not have authority to make decisions on behalf of the Council except for payment approval. The quorum for the meetings shall be at least three members excluding the ex-officio members.

Environment Committee

The Environment Committee shall:

- Consist of at least three elected members and no more than seven elected members, the Chair and Vice-Chair shall be ex-officio members but do not count towards the quorum. Members are elected at the annual meeting.
- Determine the dates of its meetings with a minimum of six meetings per year.
- Consider any environmental matters and make recommendations to the Council for action, as necessary.
- Consider and, where required, make recommendations to the Council for action regarding services and provision for children and young people.
- Prepare the maintenance contracts when they become due for renewal for approval by the Council.
- With reference to grants on behalf of Environment.
 - To identify sources of external funding
 - To make an application for project funding
 - To identify and add to the database of external contacts.
 - To advise village organisations where appropriate

The Environment Committee does not have authority to make decisions on behalf of the Council. The quorum for the meetings shall be at least three members excluding the ex-officio members.

Personnel Committee

The Personnel Committee shall:

- Consist of three elected members plus the Chair or Vice-Chair in the Chair's absence (the Chair or Vice-Chair are an ex-officio member but do not count towards the quorum and cannot vote)
- Determine the dates of its meetings which are scheduled as required.

- Deal with any personnel matters and make recommendations to the Council for action, as necessary.
- Arrange for the regular reviews and appraisals of the clerk. Monthly during the probation period then quarterly for formal reviews/appraisals.
- The Chair or Vice-Chair in their absence is the day-to-day point of contact for the Clerk.
- Approves requests for overtime, TOIL and travel expenses. Ensuring compliance with policies, and overseeing the budget allocated for these expenses.
- Keep a record of Leave agreed and any other absences of the Clerk.

The Personnel Committee shall have executive authority to make decisions on behalf of the Council and to respond to routine requests from the Clerk (e.g. to take annual Leave, to report days of sickness absence etc.). The Personnel Committee does not have authority to incur additional expenditure on behalf of the Council. It may defer any decisions to Council for further consideration.

Planning Committee

The Planning Committee shall: -

- Consist of no less than three elected members and no more than seven elected members; the Chair and Vice-Chair shall be ex-officio members but do not count towards the quorum. Members are elected at the annual meeting.
- Determine the dates of its meetings.
- Consider at its meetings all planning applications received and respond to planning consultations.

The Planning Committee does have authority to make decisions and comments on planning matters on behalf of the Council and to respond to planning applications. It may defer applications to Council for further consideration. Members wishing to comment but unable to attend the meeting must submit their comments ahead of the meeting, comments received after the meeting will not be included in considerations. Members submitting comments but not attending the meeting will be unable to vote. The quorum for meetings will be at least three members excluding the ex-officio members.

All Committees and sub-Committees shall adhere to the Standing Orders and Financial Regulations as shall from time-to-time be adopted by the Council.



Re: Amendment to Personnel Committee Terms Of Reference

From Clerk <Clerk@weaverhampc.co.uk>

Date Wed 11/06/2025 07:35

To ~~ian.fineswin@hotmail.co.uk~~ ~~ian.fineswin@hotmail.co.uk~~

Ian,

I acknowledge your motion. I confirm that I have accepted it as a valid motion, you will need to move this amendment at the meeting and ask one of your colleagues to second it.

Regards

Ade.

From: Iain Lasseter ~~ian.fineswin@hotmail.co.uk~~

Sent: 11 June 2025 04:29

To: Clerk <Clerk@weaverhampc.co.uk>

Subject: Amendment to Personnel Committee Terms Of Reference

Hi Ade

Can I table the following;

The Personnel Committee

- Shall consist shall consist of no more than 3 members.
- These members shall not be either the Chair or Vice Chair, as these members should be independent arbiters, when required for the committee.

Iain

CHESHIRE GROUND CARE LTD

Wychwood, The Hurst
Kingsley, Frodsham, Cheshire, WA6 8AS
United Kingdom

Tel: 01606 853470
Mobile: 07734 037922
Email: cheshiregroundcare@outlook.com

To: Weaverham Parish Council

QUOTE

Date: 06/06/25

Expiry Date: 06/07/25

Reference: Weaverham FP6 Ramp

Quote Number: SQ-2308

WEAVERHAM FOOTPATH 6 RAMP

To dig out old flagstone ramp, dig out roots that have pushed the flags to raise – causing a trip hazard.

Cut into tarmac to form edgings, create new gradual ramp with MOT stone compacted and then top with tarmac to finish.

Based on your requirements we would quote a price of £1660.00 plus VAT

*Please note that VAT is charged at the standard rate of 20%

If you have any queries or would like us to carry out this work, please do not hesitate to contact us.

Thank you for your business!

Annual Internal Audit Report 2024/25

Weaverham Parish Council

weaverhampc.co.uk

During the financial year ended 31 March 2025, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2024/25 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

KEY: IA = Internal Audit

Internal control objective	Yes	No	Not covered
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.		✓	} see internal audit report.
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.		✓	
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		} except for issue 3) of IA report
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked, and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.		N/A no petty cash held	
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2023/24, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2023/24 AGAR tick "not covered")		N/A	
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.		✓	} see internal audit report.
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2024-25 AGAR period, were public rights in relation to the 2023-24 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).		✓	
N. The authority has complied with the publication requirements for 2023/24 AGAR (see AGAR Page 1 Guidance Notes).		✓	
O. (For local councils only)			
Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

09/06/2025

Name of person who carried out the internal audit

JDM BUSINESS SERVICES LTD

Signature of person who carried out the internal audit



Date

09/06/2025

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).



Weaverham Parish Council

Weaverham Community Centre, Russet Road, Weaverham, Northwich, Cheshire, CW8 3HY
Tel : 01606 854451(24hr Voice mail) Email : clerk@weaverhampc.co.uk

Minutes of the Environment Committee Meeting

held at Weaverham Community Centre, Russet Road, Weaverham
on Monday 2nd June 2025 at 7:15pm

- E01. Cllr John Freeman was elected Chairman.
- E02. Cllr Rees Lassetter was elected Vice Chairman
- E03. The following Councillors were present John Freeman (JF), Mike Gerrard (MG) and Rees Lassetter (RL) and one member of the public.
Apologies were received from Cllrs Keith O' Neil & Peter Wilkinson. Cllr Iain Lassetter would be late were **approved**.
- E04. **Public Open Forum** – Air quality monitoring in the village was raised. Clerk to investigate what monitoring is taking place and report back to Council. **approved**
- E05. No new declaration of interests was **received**.
- E06. The minutes of meeting held on 2nd April 2025 were **approved**.
- E07. The committee discussed the report on safety issues to all road users and pedestrians which was raised by a resident was **noted**.
- E08. VJ day event is well in hand. Stage & Generator cost needs approval quote received for £2700 was **noted**.
- E09. The e mail from a resident regarding a cycle track, was referred to the working group for consideration **noted**. Concern was raised regarding the ally way from Church Road to Tesco. A site visit will be arranged to discuss options.
- E10. Clerk to obtain a quotation for hiring a skip to remove rubbish from the shed **approved**.
- E11. Cllr RL to **obtain** quotation for a bicycle rack at the play park **approved**.
- E12. Recommend to Council to approve funding for Mini police to visit Safety Central by coach at a cost of £350.00 **approved**.
- E13. Committee discussed creating a memorial wood /coppice at the bottom of Lake House Field with funding from Mersey Forest with a £2k contribution was **deferred** to Council. Clerk to ask for an alternative proposal for the top end of the field **approved**.
- E14. Committee recommends replacing the SIDS due to the supplier ceasing trading **approved**.
- E15. Committee recommends the approval of the quotation from Cheshire Groundcare Ltd for a height restriction posts for the old youth club car park at a cost of £1770.00 +VAT. Only one quotation was received **approved**.
- E16. **Clerks' Update**
E16.1 A complaint has been received regarding the use of the swimming pool. Fine Swim will update their website to highlight the Terms & Conditions of use **noted**.
E16.2 Change start date of future committees to 7.30pm **approved**.

E17. To **Confirm** date of next meeting, 7th July 2025 @ 7.30pm

Meeting closed at 8.15pm

Signed as a true record.

Name.....

Signature.....

Date.....

CHESHIRE GROUND CARE LTD

Wychwood, The Hurst
Kingsley, Frodsham, Cheshire, WA6 8AS
United Kingdom

Tel: 01606 853470
Mobile: 07734 037922
Email: cheshiregroundcare@outlook.com

To: Weaverham Parish Council

QUOTE

Date: 25/03/25
Expiry Date: 25/04/25
Reference: Height Barrier
Quote Number: SQ-2278

HEIGHT BARRIER

To supply and install height barrier to youth club as requested.

Based on your requirements we would quote a price of £1770.00 plus VAT.

*Please note that VAT is charged at the standard rate of 20%

If you have any queries or would like us to carry out this work, please do not hesitate to contact us.

Thank you for your business!



RE: Beech Wood, Wallerscote Road

From STOCKS, Lynn (Councillor) <Lynn.Stocks@cheshirewestandchester.gov.uk>

Date Sat 14/06/2025 18:21

To Peter Hampson <~~peter.hampson@hotmail.co.uk~~>; Clerk <Clerk@weaverhampc.co.uk>

Hi Pete

Many thanks for your email.

I am so sorry to hear about the damage to your property and it must be quite a relief that your sister escaped unharmed. It could have been so much worse!

Let me know if there is anything I can do to help. Also, I am happy to attend a site visit with the parish council if that would help.

Keep me posted.

Kind regards,

Lynn

Councillor Lynn Stocks | Conservative Councillor for Weaver and Cuddington Ward

Cheshire West & Chester Council, HQ Building, 58 Nicholas Street, Chester, CH1 2NP

T: 07799 067150 | E: lynn.stocks@cheshirewestandchester.gov.uk

F: [fb.com/CllrLynnStocks](https://www.facebook.com/CllrLynnStocks) | X: @lynn_cllr

Shadow Cabinet Member for a Fairer Future (Poverty, Public Health & Mental Health, Museums & Libraries)



From: Peter Hampson <~~peter.hampson@hotmail.co.uk~~>

Sent: 13 June 2025 11:34

To: clerk@weaverhampc.co.uk

Cc: STOCKS, Lynn (Councillor) <Lynn.Stocks@cheshirewestandchester.gov.uk>

Subject: Beech Wood, Wallerscote Road

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Adrian,

CC Cllr Lynn Stocks

As you are aware 4 weeks ago a tree from Beech Wood fell and struck the garage at my property (Brook House, 160 Wallerscote Road, CW8 3LZ), the tree caused extensive damage to the garage, boundary fence and adjoining chicken coop. Thankfully no-one was hurt, however this had the potential to be a fatal incident, as my sister had been in the spot where the tree fell minutes before.

The landowner of Beech Wood is P & D NORTHERN STEELS EXECUTIVE PENSION SCHEME, Peter Martin, representing the landowner, has visited the site several times, and I have expressed my concern about the remaining tree, and other trees surrounding the property, and their risk of falling should work not be undertaken. A tree surgeon has also visited along with Peter, and was of the opinion that immediate work needs to take place. Despite these warnings no such work has been undertaken, parts of the fallen tree have been removed from our garden at our expense (yet to be reimbursed).

Peter Martin can be reached at ~~07816 215501~~ on 07816 215501

I am writing to warn the Parish Council of a very real risk to life, the remaining unstable tree is on a public footpath through Beech Wood, it is now almost a month since the incident, with no sign of any corrective work taking place.

Attached are photos of the fallen tree and damage to the property. Should council representatives wish to visit or speak with me they are very welcome.

Should you require any further information please do not hesitate to contact me.

Best regards,

Pete

Peter Hampson
~~07816 215501~~

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Cheshire West and Chester Borough Council may monitor emails and as a public sector organisation;



Weaverham Parish Council

Weaverham Community Centre, Russet Road, Weaverham, Northwich, Cheshire, CW8 3HY
Tel : 01606 854451(24hr Voice mail) Email : clerk@weaverhampc.co.uk

Application to Hire Lakehouse Field

The application form is to be completed by the hirer and submitted to the Clerk no later than three weeks before the proposed date of hire: -

I/we hereby apply for the use of Lakehouse Field.

Date From.....To..... **Time** From..... To

Reason for hire (please give details.....

Age Range of Users **Do you require vehicular access?**

If yes, please indicate number and size of vehicle

Are you planning to erect any structures e.g. tents, notice boards?.....

If yes, please give details

- I/we agree to accept and abide by the terms and conditions of use and such other conditions as may be imposed by the Parish Council.
- Weaverham Parish Council is not responsible for any loss or damage to any property/ facility arising out of hiring the field.
- The hirer shall indemnify Weaverham Parish Council against any claim which may arise out of hiring the field or which may be made by a person in respect of any such loss, damage, or injury.
- The hirer must have Public Liability Insurance cover, and a copy must be submitted to the Clerk of the Council together with their application for use of the field no later than three weeks before the proposed date of hire.
- The Council reserves the right to cancel the hire due to severe weather conditions. Any payment received for the hire of the field will be returned.
- The hirer to provide to the Council a risk assessment for the event.

I/we undertake to pay hire charges in advance. I/we certify that that I/we agree to comply with the terms & conditions of use for the hire of Lakehouse field.

Signature..... **Date**

Name in Block Letters **On Behalf of**.....

Address

Contact No

Name, address, and contact number of person(s) who will be responsible for supervision during the period of hire.

.....
.....



Weaverham Parish Council

Weaverham Community Centre, Russet Road, Weaverham, Northwich, Cheshire, CW8 3HY
Tel : 01606 854451(24hr Voice mail) Email : clerk@weaverhampc.co.uk

Use of Lakehouse Field Terms & Conditions of Use

Events and Associated Parking.

1. Car Boot Sales organised by any Weaverham based organisation (or with significant Weaverham involvement) will be considered.
2. Car Boot Sales will only be allowed between May & August.
3. No More than three each Car Boot Sale boot sales will be allowed each year. User to seek any licensing requirements from Cheshire West & Chester Council.
4. No Organisation may book more than one Car Boot Sale each year.
5. A fee of £30 will be charged for each Car Boot Sale payable when booked.
6. The Parish Council reserves the right to cancel the event at short notice due to adverse weather conditions. The fee will be returned.
7. No Fires or Barbecues are permitted.
8. Limited parking may be available on request in a designated area at the top end of the field adjacent to Lime Avenue.
9. Fees are at the discretion of the Parish Council.
10. The organiser of the event is to be responsible for the marshalling of vehicles.
11. The organiser is required to follow and action the Parish Council Risk assessment for hiring the field.
12. The organiser is required to provide a copy of their risk assessment for their activities.
13. The hirer must have valid Public Liability Insurance cover. A copy of the policy is required.

Risk Assessment Template

Risk assessment



Event Lake House Field Hire

Date of Assessment 19th June 2025 By Cllr P Wilkinson & Clerk Adrian Morgan

Subject Area	Hazards	To Whom	Consequence x likelihood=Primary Risk based on controls C X L = R			Control Measures	Consequence X Likelihood = Residual Risk C X L = R		
			C	L	R		C	L	R
Lake House Field	Uneven surfaces on the field	General Public / Users	3	3	9	The user to visually inspect the field before use. Report any defects to the Clerk	3	2	6
Lake House Field	Dog faeces, Broken Glass & Litter	General Public / Users	4	4	16	Contractor litter picks daily & removes faeces and reports any defects to the Clerk. The user to visually inspect the field before & after use, any defects are to be reported to the Clerk.	4	2	8
Lake House Field	Adverse Weather- trees falling, muddy field	General Public / Users	5	3	15	No vehicles allowed on the field from Mid November to March. Any damaged trees are removed asap. Trees are inspected annually by a qualified tree surgeon.	5	1	5
Lake House Field	Adverse Weather Conditions cancellation of event	General Public / Users	5	3	15	The Council reserves the right to cancel an event at short notice due to adverse weather. The Clerk in consultation with the Chair/ Vice Chair of Council has the authority to make the decision on behalf of the Council.	5	1	5
Lake House Field	Vehicle Movements on & Off the field	General Public / Users	5	3	15	The user is required to provide banks man to monitor vehicle movements on & off the field. Pedestrians & Vehicles are not allowed to use the entrance to the field at the same time.	5	1	5

Lake House Field	Vehicle Movements on the field at time of the event.	General Public / Users	5	3	15	The Council to ensure that a banks man is present to monitor any vehicle movements and wears a hi viz jacket. Any vehicles to be restricted to 5mph .Vehicle warning lights to be used.	5	1	5
Lake House Field	Lost Children	General Public / Users	5	3	15	The user is required to make provision for the safety of lost children.	5	1	5
Lake House Field	First Aid	General Public / Users	5	3	15	The user is to make arrangements for first aid cover.	5	1	5
Lake House Field	Crowd Control	General Public / Users	3	3	9	The user is required to provide marshals that can direct people safely to and from the site. Hi Viz jackets to be worn at all times.	3	2	6
Lake House Field	Poor lighting	General Public / Users	3	3	9	The user is required to provide marshals with torches.	3	2	6

Risk assessment

Low Medium High

Parish Council Events (General)

Date of Assessment

Subject Area	Hazards	To Whom	Consequence x likelihood=Primary Risk based on controls C X L = R			Control Measures	Consequence X Likelihood = Residual Risk C X L =R		
			C	L	R		C	L	R
Lake House Field	Uneven surfaces on the field	General Public / Users	3	4	12	Clerk or responsible Councillor to visually inspect the field before use. Any defects will be highlighted to the Clerk.	3	2	6
Lake House Field	Dog faeces & Broken Glass Litter	General Public / Users	4	4	16	Contractor litter picks daily & removes faeces and reports any defects to the Clerk. The Clerk or responsible Councillor to visually inspect the field before use any	4	2	8
Lake House Field	Adverse Weather- trees falling, muddy field	General Public / Users	5	3	15	No vehicles allowed on the field from November to March any exception is to have prior written approval. Any damaged trees are removed asap. Trees are inspected annually by a tree surgeon.	5	1	5
Lake House Field	Adverse Weather Conditions cancellation of event	General Public / Users	5	3	15	The Council reserves the right to cancel an event at short notice due to adverse weather. The Clerk in conjunction with the Chair/ Vice Chair of Council has the right to make the decision on behalf of the Council.	5	1	5

Lake House Field	Vehicle Movements on & Off the field	General Public / Users	5	3	15	The Council to ensure that a banks man is present to monitor vehicle movements on & off the field. Pedestrians & vehicles are not allowed to use the entrance to the field at the same time.	5	1	5
Lake House Field	Vehicle Movements on the field at time of the event.	General Public / Users	5	3	15	The Council to ensure that a banks man is present to monitor any vehicle movements and wears a hi viz jacket. Any vehicles to be restricted to 5mph. Vehicle warning	5	1	5
Lake House Field	Lost Children	General Public / Users	5	3	15	The Council to provide a pull up gazebo manned by marshals this is the focal point for lost children.	5	1	5
Lake House Field	First Aid	General Public / Users	5	3	15	The Council to provide a pull up gazebo manned by qualified first aiders.	5	1	5
Lake House Field	Lighting the beacon/ bonfire	Public, Councillors & Employees	4	3	12	A safety zone around the beacon / bonfire manned by marshals to be roped off. Only authorised persons may light the beacon/ bonfire.	4	1	4
Lake House Field	Crowd Control	Public, Councillors & Employees	3	3	9	Marshalls direct people safely to and from the site. Hi Viz jackets to be worn at all times.	3	2	6
Lake House Field	Poor Communication	Public, Councillors & Employees	3	3	9	Marshalls to be provided with hi viz jackets and 2 way radios.	3	2	6
Lake House Field	Poor lighting	Public, Councillors & Employees	3	3	9	Marshalls to be provided with torches.	3	2	6

WPC Highway Volunteer Scheme - meeting

From Bryan Jennings <~~bryan.jennings@aditold.co.uk~~>

Date Thu 05/06/2025 18:09

To Gillian Edwards <chair.weaverhamparishcouncil@gmail.com>; ~~Roger132@aol.com~~ <~~roger132@aol.com~~>;
Clerk <Clerk@weaverhampc.co.uk>; Alan Mills <~~alan.mills@weaverhampc.co.uk~~>; P. Manning
<~~peter.pennings@weaverhampc.co.uk~~>

Adrian,

Further to our previous exchange we have had further discussions at the Trust. We have concluded that we would like to meet with the Parish Council to discuss both the Volunteer Highway Scheme and also what seems to be a general trend of CWAC to shed itself of what has previously been some of its other responsibilities across Weaverham. For example, we have reports that CWAC will no longer carry out maintenance work at the Parish Church.

In order to agree a joint approach (demonstrating that we both have the interests of Weaverham residents as our priority) to CWAC can we meet as a small group at your earliest convenience. We suggest three people from each organisation of: Chair WPC, Vice Chair WPC and Parish Clerk plus Weaverham Trust Chair. Weaverham Trust Vice Chair and one additional member of the Weaverham Trust Executive (Bryan Jennings).

Can you suggest possible meeting dates please (avoiding June 19 – 28 as holidays have already been committed on those dates). Daytime meetings are fine.

I look forward to hearing from you.

Thank you in advance

Bryan



(32)

**Minutes of the
PLANNING COMMITTEE MEETING**

held at Weaverham Community Centre Russet Road Weaverham CW8 3HY
on
Friday 23rd May 2025 at 9.15am

Clerk: Adrian Morgan
Email: clerk@weaverhampc.co.uk
Tel: 01606 854451

- P1 Cllr Roger Moss was elected to be Chairman.
- P2 Cllr Peter Wilkinson was elected to be Vice Chairman.
- P3. **Public Open Forum** No questions were raised.
- P4. Present Cllrs Roger Moss (Chairman), Peter Wilkinson, Mike Gerrard, Ian Mills and John Freeman.
- P5. No apologies for absence were **received**.
- P6 No new declaration interest was made.
- P7. The minutes of the meeting being held on 25th April 2025 were **approved**.
- P8. To **note** the following recent decisions:
25/00742/CAT The Hayes West Road Weaverham Northwich CW8 3HP. Ash (T3) - Request to fell to ground level. Hawthorn (T4) with considerable dieback - Request to fell to ground level. Small area of Laurels (T2) - Request to fell to ground level. **decided**.
- 25/00798/FUL 21** Well Lane Weaverham Northwich CW8 3PE. Single story rear extension, erection of roof dormers to front and rear elevations. **approved**.
- 25/00784/DIS** Ashdown Sandy Lane Weaverham Northwich CW8 3PX. To discharge condition 9 (Tree planting) of planning permission 23/02680/FUL. **approved**.
- 25/00721/TPO** 6 Leigh Way Weaverham Northwich CW8 3PR. 2x sycamore (rear garden) - Sycamore (T7) mature - crown reduction by 4m and crown thinning by 20%. Clean crown removing deadwood over both road and property target zones. Sever ivy at base. Sycamore (T8) semi-mature - crown reduction by 3m and crown thinning by 20%. Clean crown removing deadwood over both road and property target zones. Sever ivy at base. **refused**.
- 25/00692/FUL 73** Russet Road Weaverham Northwich CW8 3HZ. Erection of two storey rear extension. **approved**.
- 24/00681/DIS** 50 High Street Weaverham Northwich CW8 3HB. Discharge of conditions 5 (method statement for protection of bats), 6 (bat tube) and 7 (bird boxes) of planning permission 21/00864/FUL. **approved**
- P9. **25/01354/NMA** Astro Turf Weaverham High School Lime Avenue Weaverham Northwich, Non-Material Amendment to 23/02146/FUL (changes to overall drainage outfall location) **no objection**
- P7. **25/01252/FUL** 16 The Courtyard Weaverham Northwich Cheshire CW8 2SS. Demolition of existing conservatory, erection of single storey rear extension, and erection of garden room. **no objection**.

P8. **25/01422/TPO** 6 Leigh Way Weaverham Northwich CW8 3PR. TPO Ref: V71/00051/ORD
- 2x sycamore - an overall crown reduction with 2m reduction to suitable growth points and
shaping canopy. Remove deadwood and serve ivy at base. **no objection.**

P9. **Clerk's Update.**

9.1 Complaint received claiming a breach of planning at 46A High Street. The complainant
has made a complaint to CWaC, the committee **noted** the complaint.

P10. **Date of next meeting:** Friday, 6th June 2025 at 9:15am

Signed as a true record.

Name.....

Signature.....

Date.....



Minutes of the
PLANNING COMMITTEE MEETING

34

held at Weaverham Community Centre Russet Road Weaverham CW8 3HY
on
Friday 6th June 2025 at 9.15am

Clerk: Adrian Morgan
Email: clerk@weaverhampc.co.uk
Tel: 01606 854451

- P11. **Public Open Forum** No matters were raised, no public present
- P12. Present: Cllrs J Freeman, I Mills, R Moss M Gerrard and P Wilkinson. No Apologies for Absence received as all members were present.
- P13. No New interests were declared.
- P14. The Minutes of the meeting held on 23rd May 2025 were **approved**.
- P15. The following recent decisions were **noted**:
25/01422/TPO - 6 Leigh Way Weaverham – 2x sycamore – an overall crown reduction with 2m reduction to suitable growth points and shaping canopy. Remove deadwood and sever ivy at base. **Decided Withdrawn**
25/00420/FUL – 51 Russet Road Weaverham – Single storey side extension. **Approved**
24/00681/DIS – 50 High Street Weaverham – Discharge of conditions 5 (method statement for protection of bats), 6 (bat tube) and 7 (bird boxes) of planning permission
21/00684/FUL. **Approved**
- P16. 25/00314/FUL Amendment – 1 Weaver View Weaverham – Demolition of existing outbuilding, erection of two storey side and rear extension **No Objection**
- P17. Clerk's Update: In the absence of the Clerk no update was given. Cllr Mills mentioned his attendance at a Planning Seminar regarding the changes to the National Planning Policy Framework and the possible effect locally. It was **agreed** that this should be included as an item on the agenda of the next meeting.
- P18. Date of next meeting: Friday, 20th June 2025 at 9:15am

Agreed and approved: _____

Date: _____



FW: [EXTERNAL] Parking urgent.

From Michelle Gillett <Michelle.Gillett@cheshire.police.uk>

Date Fri 13/06/2025 15:55

To Clerk <Clerk@weaverhampc.co.uk>

 3 attachments (11 MB)

1000044691.jpg; 1000044703.jpg; 1000044702.jpg;

Ade

Resident from FORSTERS AVENUE has provided me permission to shre in support for yellow lines/zig zags.

Thanks

PCSO Michelle GILLETT, 20488

WEAVER and CUDDINGTON beat team - Northwich LPU Neighbourhoods

Email: michelle.gillett@cheshire.police.uk 07812 781911

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**Cheshire
Constabulary**

From: Elzbieta Ostrowska <~~elzbieta.ostrowska@gmail.com~~>

Sent: 13 June 2025 09:27

To: Michelle Gillett <Michelle.Gillett@cheshire.police.uk>; Mike Vickers <~~mike.vickers@cheshire.police.uk~~>; Bartosz Wojciechowski <~~bart.wojciechowski@gmail.com~~>

Subject: [EXTERNAL] Parking urgent.

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Michelle and Mike.

Please I attached pictures of the parking. I don't think that people understand parking rules. I would mention that right now my son is back from school with shoes and I must have any place around home to pick them up. Please could you send one more e e-mail to Strongholds and Weaverham Primary re parking/ plan of double yellow line?



Outlook

Community speed watch

From Michelle Gillett <Michelle.Gillett@cheshire.police.uk>

Date Sat 14/06/2025 15:37

To Michelle Gillett <Michelle.Gillett@cheshire.police.uk>

Friday July 11th 2025 sees the first first national Speedwatch Day and the force is looking to encourage involvement by as many groups as possible.

Can you please contact all groups in your areas and strongly encourage their support.

It would be great to then have for the following week the figures to show Cheshire's commitment.

I would then ask that you recontact groups after the day and confirm the following.

- Did they deploy on Friday 11th.
- How many volunteers did their group put out.
- How many hours did they deploy as a group.
- Total number of vehicles passing.
- How many vehicles at ACPO level of speeding.

All

Some weeks back, I emailed to ask for availability for this national road safety operation which is taking place on Friday 11th July.

I have received 2 replies so far, but there needs to be 3 persons per group.

We have 3 devices, so we can have up to 9 volunteers, 3 persons per group.

If you are interested in volunteering, please email me. If I don't hear back from you by 30/06/25 I will remove you from my mailing list so not to keep mithering you.

Kindest Michelle



PCSO Michelle GILLET, 20488

WEAVER and CUDDINGTON beat team - Northwich LPU Neighbourhoods

Email: michelle.gillett@cheshire.police.uk 07812 781911

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**Cheshire
Constabulary**

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