



**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 28th April 2025 at 7.00 pm

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

AGENDA

195 **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).

196 To **receive** a presentation from Rob Charnley Planning Officer CWaC.

197 To **approve** any apologies for absence.

198 To **receive** any new declarations of interest.

199 Minutes

199.1 To **approve** minutes of the Council meeting held on Tuesday 24th March 2025.

200 Finance & Policy

F200.1 To **approve** the minutes of Finance & Policy meeting held on 17th March 2025.

F200.2 To **receive** the minutes of Finance & Policy meeting held on 14th April 2025.

F200.3 To **approve** the accounts for March 2025.

F200.4 To **approve** the Statement of Account for fiscal year ending 31st March 2025.

F200.5 To **approve** the year end closing budget and note variances as at 31st March 2025.

F200.6 To **note** variances between fiscal year 2023/24 and 2024/25.

F200.7 To **approve** cash reconciliation & AGAR for the 2024 /25 fiscal year.

F200.8 To **approve** of the S137 payments for year ending 31st March 2025.

F200.9 To **note** any S106 payments for year ending 31st March 2025.

F200.10 To **approve** of the Earmarked reserves and General Fund balances for year ending 31st March 2025.

201 To **approve** the Council Risk Assessment.

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

203 Reimbursable Expenses

203.1 To **note** the internal auditor's recommendation of how to process reimbursable expenses.

204 Annual Grants

204.1 To approve a grant of £250 to the Sea Scouts

204.2 To approve a grant of £600 to the Weaverham Rose Fee Committee.

205 To **approve** the annual subscription of the Mid Cheshire Foot Path Society. Subscription £8.

206 To **approve** the membership of ChALC subscription £1,592.00.

207 To **approve** the membership of SLCC Society of Local Council Clerks subscription £240.00.

208 To **approve** quotation from Parish Online to update the Council website and transfer to the Gov.uk domain. Cost £525 +VAT pa. plus, extra cloud storage £42 +VAT pa and hosting our domain £25+VAT pa.

209 **Environment**

209.1 To **receive** minutes of meeting held on 2nd April 2025.

210 To **discuss** the Weaverham High School pupil survey suggestions for youth provision in the village.

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

212 To **receive** an update on the VE day celebration event.

213 To **note** drainage issues from the swimming pool to the network.

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

215. To **receive** an update regarding the TWM- SID Northwich Road.

216 **Solar Panels**

216.1 To **receive** an update on the generation tariff payments.

217 **Cemetery**

217.1 To receive a report from our Cemetery representatives.

218. **Planning**

218.1 To **approve** the minutes of Planning meeting 21st March 2025.

218.2 To **approve** the minutes of Planning meeting 4th April 2025.

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

219.1 Clerking arrangements for holidays.

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

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

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

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

224. To **Confirm** date of the next meeting of Council, **Annual Assembly** Monday 19th May 2025 & **Annual Council** Wednesday 21st May 2025.

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

Confidential Items

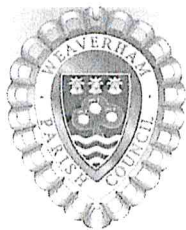
225. To **note** the pre audit report from the Clerk regarding the 2024/ 25 audit.

226 To **discuss** the meeting held with Jackie Weaver on 10th April 2025.

Signed

Adrian Morgan

Clerk.



WEAVERHAM PARISH COUNCIL

Minutes of an ordinary meeting
To be held at

Weaverham Community Centre, Russet Road, Weaverham, CW83HY
on

Monday 24th March 2025 at 7.00pm.

Adrian Morgan Acting Clerk

Present: Gillian Edwards (GE) Chairman, Roger Moss (RM), Peter Wilkinson, Nigel Freestone (NF), John Pether (JP), John Freeman (JF), Rees Lasseter (RL) and Ian Mills (IM),

In attendance: 12 members of the public, Cllrs Phil Rimmer, Lynn Stocks and Julie Chrimes Clerk to Cuddington Parish Council.

167 Public Open Forum Members of the public raised the following issues with the council: -

167.1 Keepers Lane Flooding. Letter Received from CWaC did not address the issue GE to follow up with CWaC.

167.2 Damage to curbs on the High Street.

167.3 Zebra Crossing on High Street needs re-painting.

167.4 Speeding in the village.

167.5 Benches in the village needs painting.

Council will look at all these issues and will be referred to the relevant committee meeting of Council for further consideration.

168 Apologies for absence were received from Cllrs Iain Lasseter and Jason Endress were **approved**.

169 No new declarations of interest were received.

170 Minutes

170.1 Minutes of the Council meeting held on Tuesday 18th March 2025 were **approved**.

171 Finance

171.1 The minutes of meeting held on 17th March 2025 were **received**.

171.2 Accounts for February 2025 were **approved**.

171.3 Cheque payments amounting to £3,470.62 were **approved**. Clerk to seek advise from internal audit on the correct method of reporting expenses.

171.4 Council **approved** a payment £500.00 to Weaverham Primary Academy for their playground improvements project which is to come out of this year's budget.

171.5 Skipton Building Society account reduced interest rate was **noted**.

171.6 Council **approved** a request from Rose Fete Committee to hold a car boot sale On Lake House Field on Sunday 13th July 2025 with a hire fee of £30.00.

172 Environment

124.1 Minutes of meeting held on 5th March 2025 were **received**.

173 Village Winter Maintenance

173.1 Council **approved** the purchase of 15 additional bins with salt from Northwich Town Council at a cost of £290.00 +VAT each to be sighted at the following junctions / areas.

1. Lime Avenue shops
2. Northwich Road Shops
3. Hanging Gate Junction
4. Wallerscote Road Bend (Albert's Farm)
5. Wallerscote Road, Church Lane Esthers lane Junction.
6. Withens Lane
7. Well Lane/ Valley Road Junction
8. Gleave Road
9. Barrymore Road
10. Owley Wood Road
11. Wood Lane/ Middlehurst Lane junction.
12. Sighted outside of our schools.

174 Leaf collection

174.1 Council **approved** the use of a ride on sweeper to clear the pavements of leaves that causes flooding. To be used as and when required. Areas to be covered are an initial list which will be kept under review: -

1. Owley Wood Estate
2. Wallerscote Road from Ring O Bells to the Hampsons.
3. Northwich Road from Esthers Lane
4. Sandy Lane / Well Lane
5. Withens Lane
6. Lime Avenue- in front of the high school.

To be added to the maintenance contract subject to consultation with CWaC and will be reviewed in January 2026.

175 Flooding hot spots.

175.1 Council **approved** the following "Flooding Hot Spots" that have been identified in the village that will require gully / drain cleaning twice a year to prevent flooding. This an initial list and will be kept under review: -

1. Petrol station junction/ area.
2. Northwich Road Shops
3. Withens Lane
4. Esthers Lane, Church Lane & Wallerscote Road Junction
5. Keppers Lane
6. Bottom area of Wallerscote Road
7. Sandy Lane
8. Gorstage Lane by the Railway Bridge to Handforth Brook.

To be added to the maintenance contract subject to consultation with CWaC and will be reviewed in January 2026.

176 Winter Maintenance Plan

The Clerk is **authorised** to negotiate the above requirements with our existing contractor and will report back to Council.

177 The Highways Volunteer scheme.

177.1 The Council **approved** the following work activities are carried out by the volunteers as part of the scheme: -

1. Small vegetation clearance- trim low overhanging branches off trees. Removing growth from around trees, cutting back bushes and brambles, removing weeds.
2. Siding out footways. Which is removing weeds, moss, overgrown grass and debris from edge of footways.
3. Cleaning road signs and bollards
4. Minor drain maintenance, such as cleaning small water channels and grips.

5. Cleaning around gully grids, but only from standing on the edge of the road such as a verge and or footway

6. Finger post repairs and painting.

177.2 The Clerk is to contact CWaC to get accepted onto the scheme and draw up a list of areas that need attention in collaboration with The Weaverham Trust. **approved**

177.3 A working group is required to help the Clerk co-ordinate these activities. It was **approved** that Cllrs Peter Wilkinson, Gillian Edwards, with members of Weaverham Trust form the working group.

178 A49 Safety campaign

The Council supports the cycling to school routes in the parish. The Clerk is to write to CWaC showing our support for the scheme and asking for consideration for funding. **approved**

179 SID on Northwich Road.

A quotation from TWM for a site inspection, repair and report for the SID on Northwich Road Costing £196.20 +VAT was **approved**.

180. Bonfire Night

A quotation from Nemisis for Bonfire Night costing £3250.00+VAT was **approved**.

181. VE Day Celebration.

181.1 A quotation from lime Avenue for Fish & Chips for VE day event £350.00 was **approved**.

181.2 A quotation from Theo's Fish & Chips for VE day event £450.00 was **approved**.

Cllrs Gillian Edwards, Roger Moss and Peter Wilkinson have offered to help with the event.

182. Zebra Crossing.

182.1 The condition of the Zebra Crossing on the High Street was **noted**.

182.2 The crossing has been reported to CWaC for repair ref HW69454161 **noted**

182.3 GE wating for a price from CWaC for the cost of the road closure was **noted**.

183. Kiosk/ Café

183.1 RL gave an update on the project. The toilet should be ready for opening by end May / beginning of June 2025. **noted**

184. Planning

182.1 The minutes of Planning meeting held on 7th March 2025 was **approved**.

185 Solar Panels

185.1 No update was available; this item was deferred to next meeting of Council **approved**.

186 GOV.UK domain transfer

184.1 Council **approved** the principle of transferring to the GOV.UK domain as recommended by HM Government.

184.2 The Clerk to get a quotation for the transfer to include the updating of the Council's Web site & listing the Council's assets on the web site **approved**.

187 Youth Club Car Park.

185.1 The Council is wating for a quotation for the fitting of a height restrictor at the entrance of the car park **noted**.

185.2 The front of the youth club will require a temporary fence to stop access to the rear of the site. Clerk to request a quotation from our contractor. **approved**

185.3 Sign is required limiting the Councils liability for using the car park. **approved**

188 Council Meeting Dates 2025/26.

189.1 The Council meeting dates for 2025/26 Council year was **approved**.

189 Clerks' Update. The Clerk raised the following items with Council: -

189.1 **Clerk's Contract of Employment.** - Council was asked to explain why they were offering a temporary contract the current acting clerk rather than the permanent contract that was offered to previous candidates and is currently offered on the Council's web site? Councillors refused to give reasons why.

189.2 **External Audit.** 2025/2026 audit deadline for submission is day Tuesday 1st July 2025.

189.3 A Letter from **CWaC Chief Executive** regarding Keppers Lane flooding was circulated to Councillors.

189.4 Letter received from a resident regarding the parking issues on **Gorstage Lane**.

189.5 The new **Planning and Infrastructure Bill** is looking to give extra powers to Parish & Town Councils.

189.6 **Issues** with TWM traffic Management were raised.

189.7 **Charitable Street collection** consultation is taking place from 4th March to 13th May 2025. Councillors to make their own individual submission.

189.8 **VJ Day staging-** Quotation received from ARC for £8,500. Clerk looking for other options.

189.9 **Lack of litter picker** presence from CWaC in the village has been resolved.

189.10 **Avoira** price increase will be referred to next meeting of Finance.

189.11 Clerk to arrange **training** for Councillors via CHALC- Jackie Weaver.

189.12 Membership of **SLCC Society of Local Council Clerks**. Referred to next meeting of Finance.

190. Councillors attended the following meetings on behalf of the council.

190.1 JP- no meeting

190.2 RL- no meetings

190.3 PW CWaC Highways @ Helsby

190.4 JF CWaC Highways @ Helsby & Weaverham & Acton Bridge Trust.

190.5 RM Weaverham Trust & Café project

190.6 GE Weaverham Trust

190.7 NF Café Project

190.8 KO Café Project

190.9 IM meeting with IL & RL

191. **Police matters.** PCSO Michelle Gillert will be back in work soon **noted**.

192. **CWaC matters.**

192.1 Councillors gave a verbal report to council which was **noted**.

193. **Public Forum** The following additional matters were raised: -

193.1 Additional salt bins were requested at Forest Street.

193.2 CWaC should be providing the Salt bin at Albert's corner.

193.3 Residents not in favour of Homestead garage using the youth club car park.

193.4 Withens Lane residents have offered to pay £30.00 for the Rose Fate car boot sale.

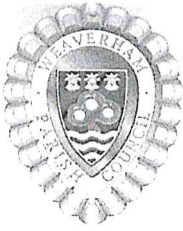
194. The next meeting of Council, Monday 28th April 2025.

Signed as a true record.

Name ..GILIAN EDWARDS

Signature ..G Edwards

Date ..28.10.2025



MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING

Held at

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

on

Monday 17th March 2025 at 7.15pm

Acting Clerk Adrian Morgan

Email: clerk@weaverhamcc.co.uk

Tel: 01606 854451

Present: Cllrs John Freeman (JF) Chairman, Mike Gerrard (MG) and John Pether (JP).

F42. **Public Open Forum** – No members of the public were present.

F43. The following apologies for absence were received from Cllr Peter Wilkinson and Jason Endress.

F44. No new declarations of new interest were received.

F45. The minutes of meeting held on 17th February 2025 were **approved**.

F46 **Accounts:**

F46.1 The accounts for February 2025 were **approved**.

F47. Cheque payments of £3416.49 were recommended for approval. **approved**.

F48. The request for funding of Weaverham Primary Academy's Playground Improvements Project was supported subject to budget allocation, recommended payment of £500.00. **approved**.

noted
from 23/24 budget

F49. The Skipton Building Society account reduced interest rate was **noted**.

F50 **Clerks' Update.** A request from the Rose Fete Committee has been received to hold a Car Boot sale on Lake House filed on Sunday 13th July with a hire fee of £30.00 is recommended for approval. **approved**.

51. To **confirm** the date of the next meeting, 23rd April 2025.

Meeting closed at 7.37pm

Signed as a true record

Name J J C. FREEMAN

Signature

Date 14 APR 25



MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING

Held at

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

on

Monday 14th April 2025 at 7.15pm

Clerk Adrian Morgan

Email: clerk@weaverhampc.co.uk

Tel: 01606 854451

Present: Cllrs John Freeman (JF) Chair, Peter Wilkinson (PW)

This meeting was recorded.

F52. **Public Open Forum** No members of the public were present.

F53. **No apologies** were received.

F54. No new declarations of interest were received.

F55. Minutes of meeting held on 17th March 2025 were approved.

F56 **Accounts:**

F56.1 The accounts for March 2025 were recommend for **approval**.

F56.2 The Statement of Account for fiscal year ending 31st March 2025 was recommended for **approval**.

F56.3 The year end closing budget for 2024/25 financial year was recommended for **approval**. The variances were **noted**.

F56.4 The **variances** between fiscal year 2023/24 and 2024/25 were **noted**.

F56.5 The AGAR 2024 /25 fiscal year was recommend for **approval**.

F56.6 The S137 payments for year ending 31st March 2025 were recommended for **approval**.

F56.7 There were no S106 payments received for year ending 31st March 2025 **noted**

F56.8 The Earmarked Reserves and General Fund balances for year ending 31st March 2025 was recommended for **approval**.

F57 The Council Risk Assessment was recommended for **approval**.

F58. The annual subscription of the Mid Cheshire Foot Path Society subscription £8 was recommended for **approval**.

F59. The membership subscription for ChALC of £1,592.00 was recommended for **approval**.

F60 The membership of SLCC Society of Local Council Clerks subscription £180.00 was recommended for **approval**.

F61 **Clerks' Update.** The Clerk updated the Committee on the following matters.

F61.1 **Reimbursable Expenses**, Council Minute 171.3 24th March 2025 asked the Clerk to clarify the correct way of recording expense. The auditor has advised that transactions for the reimbursement of expenses for the Clerk & Councillors are to be treated as a

reimbursable expense. Therefore, the report must state the name of the person who has received payment and not the name of the supplier. This has no effect on the claiming of VAT **noted**.

F61.2 The accounts in scribe can be closed and a new financial year period created **noted**.

F61.3 To **note** Clerk is on holiday 2nd May to 12th May 2025.

F61.4 A sign has been ordered for the Youth Club Car park costing £70 +VAT **noted**

F62. To **confirm** the date of the next meeting, 12th May 2025.

Meeting closed at 7.52pm

Signed as a true record.

Name

Signature

Date

Weaverham Parish Council Bank Reconciliation
as at 31st March 2025

as per Scribe
Opening Balance £12,164.58
Closing Balance £5,977.50
-£6,187.08

Bank
Opening Balance £15,174.35
Closing Balance £10,656.12

Income		Detail	Net	VAT
Date	Contact Name			
05 Feb 2025	Government Bond	Interest	137.22	
04 Feb 2025	CCLA	Interest	415.71	
			<u>552.93</u>	<u>0.00</u>

Weaverham Parish Council
as at 31st March 2025
WPC Current Ac
WPC Deposit Ac
WPC Government Bond
Skipton 120-Day Account
CCLA Account

Scribe	Bank	Diff
5,977.50	10656.12	
0.00	0.00	
52,000.00	52,000.00	
90,215.67	90,215.67	
119140.76	119140.76	
<u>267,333.93</u>	<u>272,012.55</u>	4,678.62


VAT (to be re claimed)

267,333.93

Cheques to Clear No

Amount
22599 Weaverham High School 30.00
25577 Cheshire Groundcare Ltd 1178.00
25581 Adrian Morgan 45.00
25582 A1 Safety Testing Ltd 30.00
25583 Zurich Insurance Ltd 2891.49
25584 Graphish 450.00
25585 Euro Digital Systems 48.68
22586 Adrian Morgan 5.45
<u>4,678.62</u>
0.00

Approved


Chairman
F&P Committee Meeting
Date 14 Nov 25


Chairman
Parish Council Meeting
Date 28 Oct 2025

Weaverham Parish Council
PAYMENTS LIST

2 April 2025 (2024-2025)

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
132 Room Hire	04/03/2025	155	Santander Current A/	25574	Room Hire	Weaverham Community As	Z	90.00		90.00
134 General Office Costs (Inc PAT	04/03/2025	155	Santander Current A/	25576	Printer	Euro Digital Systems	S	40.57	8.11	48.68
133 Phone, Fax, Internet & Websit	04/03/2025	155	Santander Current A/	25575	Office Software	Avolra Ltd	S	31.70	6.34	38.04
133 Phone, Fax, Internet & Websit	04/03/2025	155	Santander Current A/	25575	Office Software	Avolra Ltd	S	15.00	3.00	18.00
133 Phone, Fax, Internet & Websit	04/03/2025	155	Santander Current A/	25575	Office Software	Avolra Ltd	S	2.14	0.43	2.57
133 Phone, Fax, Internet & Websit	04/03/2025	155	Santander Current A/	25575	Office Software	Avolra Ltd	S	25.97	5.19	31.16
135 Maintenance Contract	04/03/2025	155	Santander Current A/	25577	Maintenance Contract	Cheshire Groundcare Ltd	S	981.67	196.33	1,178.00
136 Room Hire	07/03/2025	155	Santander Current A/	25578	Room Hire	Weaverham Community As	Z	72.00		72.00
145 Subscriptions	07/03/2025		Santander Current A/	DD 07/03/25	Subscription	Woodland Trust	Z	8.00		8.00
138 Phone, Fax, Internet & Websit	10/03/2025	155	Santander Current A/	25580	IT Services	Avolra Ltd	S	65.00	13.00	78.00
138 Phone, Fax, Internet & Websit	10/03/2025	155	Santander Current A/	25580	IT Services	Avolra Ltd	S	1.50	0.30	1.80
137 Youth Club Utilities	10/03/2025	155	Santander Current A/	25579	Old Youth Club Utilities	Water Plus	Z	242.87		242.87
146 Old Youth Club Premises	10/03/2025		Santander Current A/	DD 10/03/25	Old Youth Club Utilities	Scottish Power	L	69.10	3.46	72.56
141 Insurance	13/03/2025	171.3	Santander Current A/	25583	Insurance	Zurich Insurance Ltd	E	2,891.49		2,891.49
139 General Office Costs (Inc PAT	13/03/2025	171.3	Santander Current A/	25581	IT Services	Adrian Morgan	Z	45.00		45.00
140 General Office Costs (Inc PAT	13/03/2025	171.3	Santander Current A/	25582	Office Supplies	A1 Safety Testing Ltd	Z	30.00		30.00
142 Weaverham News	17/03/2025	171.3	Santander Current A/	25584	Weaverham News	Graphish	Z	450.00		450.00
143 General Office Costs (Inc PAT	18/03/2025	171.3	Santander Current A/	25585	Office Supplies	Euro Digital Systems	Z	48.68		48.68
144 General Office Costs (Inc PAT	18/03/2025	171.3	Santander Current A/	22586	Office Supplies	Adrian Morgan	S	4.54	0.91	5.45
147 Community Pool	31/03/2025		Santander Current A/	DD 31/03/25	Pool	Fineswim Ltd	S	833.33	166.67	1,000.00
Total								5,948.56	403.74	6,352.30

12

Account Date

Weaverham Parish Council

Prepared by:

Andrew A. Clerk

Name and Role (Clerk/RFO etc)

Date:

21/4/25.

Approved by:

[Signature]

Name and Role (RFO/Chair of Finance etc)

Date:

14 APR 25

Bank Reconciliation at 31/03/2025			
A	Cash in Hand 01/04/2024		230,323.01
	ADD		
	Receipts 01/04/2024 - 31/03/2025		162,727.28
	SUBTRACT		393,050.29
	Payments 01/04/2024 - 31/03/2025		125,716.36
	Cash in Hand 31/03/2025 (per Cash Book)		267,333.93
B	Cash in hand per Bank Statements		
	Petty Cash 31/03/2025	0.00	
	Santander Current Account 31/03/2025	10,656.12	
	Skipton Building Society 120-Day F 31/03/2025	90,215.67	
	Government Bond Account 31/03/2025	52,000.00	
	CCLA Account 31/03/2025	119,140.76	
			272,012.55
	Less unrepresented payments		4,678.62
			267,333.93
	Plus unrepresented receipts		
	Adjusted Bank Balance		267,333.93
A = B Checks out OK			

Weaverham Parish Council
RECONCILIATION - CCLA Account 31-03-2025

From Accounts	£119,140.76
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Payments not cashed	Add
Receipts not entered	Subtract

Statement should be	£119,140.76
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(15)

Weaverham Parish Council

STATEMENT OF ACCOUNTS

	RECEIPTS	PAYMENTS
Opening Balance		
Balance at Bank	230,323.01	
Cash in Hand		
Clerk's Salary		
Employer's NIC		
Employer Pension Contributions		
Mileage & Travel		
Training & Conferences		350.00
Subscriptions		1,730.66
Room Hire		1,000.00
Insurance		2,891.49
Office Lease		3,000.00
General Office Costs (Inc PAT Testing)	16.08	1,198.76
Phone, Fax, Internet & Website	0.04	1,816.40
Legal & Professional Fees		
Audit Fees		1,618.50
Weaverham News		1,800.00
Annual Local Donations		815.00
Rose Fete		600.00
WHS Prizes		160.00
Civic Ceremonies		833.75
Equipment Purchases		785.50
Youth Leader Funding		5,000.00
Community Pool		10,833.29
Elections		
Maintenance Contract		11,780.03
Christmas		5,989.00
RoSPA		262.00
LHF Fence		
Additional Grounds Maintenance	456.10	4,495.73
Russet Road Play Park		368.00
CCTV		
Flowers and Bulbs		
Plantation		
Former Dr's Car Park		
Community Pride Competition		
Tree Survey/Maintenance		
Bonfire & Fireworks		1,550.00
Landscaping		
Defibrillator		1,868.00
Village Improvements		640.00
Play Equipment (RRPP Project)		

Weaverham Parish Council
STATEMENT OF ACCOUNTS

16

	RECEIPTS	PAYMENTS
Speed Indicating Devices		
Climate Change Initiatives		
Events (D-Day 80)		4,290.10
Youth Activities		
Precept	133,000.00	
Interest Government Bond	1,942.75	
Grant Members' Budget	1,090.00	
Allotment Rent	96.00	
Playing Fields	1,950.00	
VAT Refund		
Interest Skipton Building Society	3,269.53	
s106		
Donation	190.01	
Neighbourhood Plan		
Cemetery		800.79
Grant CW&C		
Youth Club Utilities		751.09
Old Youth Club Premises		1,819.15
Old Youth Club		
Playing Fields Hire		
CCLA Interest	7,491.10	
Toilet Project		
Former Youth Club Redevelopment		1,000.00
Pool Ground Rent	60.00	
RRPP Repairs	368.00	
Cafe Toilet Project		38,700.67
Lessee	70.00	
Weaverham High School		25.00
Community Centre Lease	1.00	
VAT	12,726.67	16,943.45
	162,727.28	125,716.36
Closing Balances:		
Balances in Bank Account		267,333.93
Cash in Hand		
TOTAL	393,050.29	393,050.29

The above statement represents fairly the financial position of the council as at 31 Mar 2025



Weaverham Parish Council
STATEMENT OF ACCOUNTS

17

RECEIPTS

PAYMENTS

Signed

Responsible Financial Officer

Date

5/4/2025

14c APR 25

Weaverham Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

9 April 2025 (2024-2025)



Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Clerk's Salary				23,000.00		23,000.00	23,000.00 (100%)
2	Employer's NIC				1,200.00		1,200.00	1,200.00 (100%)
3	Employer Pension Contributions				1,000.00		1,000.00	1,000.00 (100%)
4	Mileage & Travel				100.00		100.00	100.00 (100%)
5	Training & Conferences				500.00	350.00	150.00	150.00 (30%)
6	Subscriptions				2,400.00	1,730.66	669.34	669.34 (27%)
7	Room Hire				1,000.00	1,000.00		(0%)
8	Insurance				2,800.00	2,891.49	-91.49	-91.49 (-3%)
9	Office Lease				3,000.00	3,000.00		(0%)
10	General Office Costs (Inc PAT Te		16.08	16.08	450.00	1,198.76	-748.76	-732.68 (-162%)
11	Phone, Fax, Internet & Website		0.04	0.04	1,650.00	1,816.40	-166.40	-166.36 (-10%)
12	Legal & Professional Fees				1,000.00		1,000.00	1,000.00 (100%)
13	Audit Fees				1,500.00	1,618.50	-118.50	-118.50 (-7%)
14	Weaverham News				1,800.00	1,800.00		(0%)
15	Annual Local Donations				2,000.00	815.00	1,185.00	1,185.00 (59%)
16	Rose Fete				600.00	600.00		(0%)
17	WHS Prizes				160.00	160.00		(0%)
18	Civic Ceremonies				1,000.00	833.75	166.25	166.25 (16%)
19	Equipment Purchases				500.00	785.50	-285.50	-285.50 (-57%)
20	Youth Leader Funding				5,200.00	5,000.00	200.00	200.00 (3%)
21	Community Pool				10,000.00	10,833.29	-833.29	-833.29 (-8%)
22	Elections				1,000.00		1,000.00	1,000.00 (100%)
55	Cemetery				1,000.00	800.79	199.21	199.21 (19%)
57	Youth Club Utilities				1,500.00	751.09	748.91	748.91 (49%)
58	Old Youth Club Premises					1,819.15	-1,819.15	-1,819.15 (N/A)
69	Weaverham High School					25.00	-25.00	-25.00 (N/A)
70	Community Centre Lease		1.00	1.00				1.00 (N/A)
SUB TOTAL			17.12	17.12	64,360.00	37,829.38	26,530.62	26,547.74 (41%)

Environment

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
23	Maintenance Contract				13,000.00	11,780.03	1,219.97	1,219.97 (9%)
24	Christmas				8,000.00	5,989.00	2,011.00	2,011.00 (25%)
25	RoSPA				300.00	262.00	38.00	38.00 (12%)
26	LHF Fence				1,000.00		1,000.00	1,000.00 (100%)
27	Additional Grounds Maintenance		456.10	456.10	5,000.00	4,495.73	504.27	960.37 (19%)
28	Russet Road Play Park				5,000.00	368.00	4,632.00	4,632.00 (92%)
29	CCTV				500.00		500.00	500.00 (100%)
30	Flowers and Bulbs				500.00		500.00	500.00 (100%)
31	Plantation				500.00		500.00	500.00 (100%)
32	Former Dr's Car Park				200.00		200.00	200.00 (100%)
33	Community Pride Competition				100.00		100.00	100.00 (100%)
34	Tree Survey/Maintenance				4,000.00		4,000.00	4,000.00 (100%)
35	Bonfire & Fireworks				4,500.00	1,550.00	2,950.00	2,950.00 (65%)
36	Landscaping				2,500.00		2,500.00	2,500.00 (100%)
37	Defibrillator				500.00	1,868.00	-1,368.00	-1,368.00 (-273%)

Section 1 – Annual Governance Statement 2024/25

We acknowledge as the members of:

Weaverham Parish Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2025, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.		✓	<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.		✓	<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.		✓	<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓

***Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

28/04/2025

and recorded as minute reference:

200.7

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

Clerk

G Edwards
[Signature]

www.weaverhampc.co.uk

Section 2 – Accounting Statements 2024/25 for

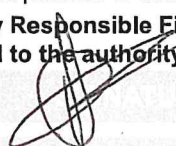
Weaverham Parish Council

	Year ending		Notes and guidance
	31 March 2024 £	31 March 2025 £	
1. Balances brought forward	304,778	287,199	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	127,168	133,000	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	167,031	45,412	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	5,110	5,322	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	306,668	133,601	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	287,199	326,688	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	287,199	326,688	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	233,943	281,445	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2025 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval



Date

22/04/2025

I confirm that these Accounting Statements were approved by this authority on this date:

28/04/2025

as recorded in minute reference:

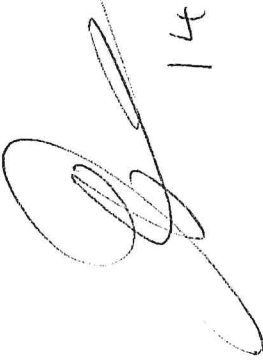
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Signed by Chair of the meeting where the Accounting Statements were approved



Weaverham Parish Council
PAYMENTS - S.137 Entries

Voucher	Code	Date	Minute	Bank	Cheque No	Description	VAT Type	Net	VAT	Total
27	Events (D-Day 80)	29/05/2024		Santander Current Account	22528	D-Day 80 Commemoration	X	160.00		160.00
89	Village Improvements	10/12/2024		Santander Current Account	22570	Village Improvements	S	640.00	128.00	768.00
119	Christmas	05/02/2025		Santander Current Account	22593	Christmas Trees	S	150.00	30.00	180.00
122	Defibrillator	05/02/2025	109.6	Santander Current Account	22597	Defib Heferston Rise	S	1,868.00	373.60	2,241.60
86	Civic Ceremonies	10/12/2024		Santander Current Account	22567	Expenses for Remembrance Sunday	S	640.00	128.00	768.00
37	Weaverham News	21/06/2024		Santander Current Account	22531	Weaverham News	X	450.00		450.00
64	Weaverham News	09/09/2024		Santander Current Account	22553	Weaverham News	X	450.00		450.00
91	Weaverham News	10/12/2024		Santander Current Account	22573	Weaverham News	X	450.00		450.00
142	Weaverham News	17/03/2025	171.3	Santander Current Account	25584	Weaverham News	Z	450.00		450.00
94	Christmas	10/12/2024		Santander Current Account	22576	Christmas Trees	S	1,220.00	244.00	1,464.00
21	Events (D-Day 80)	17/05/2024		Santander Current Account	22522	Fireworks	S	1,297.50	259.50	1,557.00
80	Bonfire & Fireworks	02/11/2024		Santander Current Account	22563	Bonfire	S	1,550.00	310.00	1,860.00
92	Christmas	10/12/2024		Santander Current Account	22574	Christmas Lights	S	4,619.00	923.80	5,542.80
24	Events (D-Day 80)	20/05/2024		Santander Current Account	22525	D-Day 80 Commemoration	S	22.92	4.58	27.50
76	Civic Ceremonies	28/10/2024		Santander Current Account	22560	Expenses for Remembrance Sunday	S	43.75	8.75	52.50
100	Civic Ceremonies	12/12/2024		Santander Current Account	122580	Expenses for Remembrance Sunday	Z	150.00		150.00
10	Annual Local Donations	22/04/2024		Santander Current Account	22515	Donation	X	200.00		200.00
12	Annual Local Donations	22/04/2024		Santander Current Account	22517	Donation	X			
13	Annual Local Donations	22/04/2024		Santander Current Account	22517	Donation	X	200.00		200.00
13	Rose Fete	22/04/2024		Santander Current Account	22517	Donation	X	600.00		600.00
Total								15,161.17	2,410.23	17,571.40


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Weaverham Parish Council
Reserves Balance
2024-2025

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<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
Village Improvements	31,377.80				31,377.80
Play Park Renewal Project					0.00
Speed Indicating Devices	4,200.00				4,200.00
Energy Saving Initiatives	12,500.00				12,500.00
Former Youth Club Redeveloppr	122,000.00	29,256.13			151,256.13
Former Youth Club Redeveloppr	122,000.00	-122,000.00			0.00
Cafe/ Toilet Project		10,000.00			10,000.00
Wages/ NI		8,000.00			8,000.00
Winter Maintenance		10,000.00			10,000.00
Total Earmarked	292,077.80	-64,743.87			227,333.93
TOTAL RESERVE	292,077.80	-64,743.87			227,333.93
GENERAL FUND					40,000.00
TOTAL FUNDS					267,333.93


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Weaverham Parish Council Risk Assessment

“The greatest risk facing a local authority is not being able to deliver the activity or services expected of the Council”

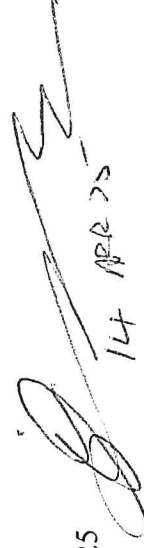
Risk assessment is a systematic general examination of working conditions, workplace activities and environmental factors that will enable the Parish Council to identify any and all potential inherent risks. The Parish Council, based on a recorded assessment, will take all practical and necessary steps to reduce or eliminate the risks, insofar as is practically possible.

This document has been produced to enable Weaverham Parish Council to assess the risks that it faces and satisfy itself that it has taken adequate steps to minimise them.

FINANCIAL AND MANAGEMENT

Subject	Risk(s) identified	H/M/L	Management/control of Risk	Review/Assess/Revise
Precept	Adequacy of precept in order for the Council to carry out its Statutory duties	L	To determine the precept amount required, the Council regularly receives budget update information monthly. At the precept meeting Council receives a budget report, including actual position and projected position to the end of year and indicative figures or costings obtained by the Clerk. With this information the Council maps out the required monies for standing costs and projects for the following year and applies specific figures to budget headings, the total of which is resolved to be the precept amount to be requested from Cheshire West and Chester Borough Council. The figure is submitted by the Clerk in writing. The Clerk informs the Council when the monies are received.	Existing procedure is adequate.
Training	RFO/Councillors are inadequately trained.	L	To assess need of RFO/Councillors within the financial constraints/obligations of the Council.	Set up training register and review annually.

Updated 4th April 2025 Reviewed & Approved 28th April 2025



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Financial Records	Inadequate records Financial irregularities	L L	The Council has Financial Regulations which sets out the requirements.	Existing procedures are adequate Review the Financial regulations when necessary
Bank and banking	Inadequate checks Banks mistakes	L L	The Council has Financial Regulations which set out banking requirements. Monthly bank reconciliation	Existing procedures are adequate. Existing procedures are adequate.
Reporting and auditing	Information communication Compliance	L L	Financial information is a regular agenda item (Finance Report) and discussed/reviewed/approved at each Parish Council meeting. Auditing takes place on an annual basis	Existing procedures are adequate. Council to ensure that it has an Internal Auditor to undertake the audit. External Auditor audits accounts annually, as required.
Grants	Receipt of grant	L	The Parish Council does not presently receive any regular grants. However, all such receipts would go through the Council's required process of approval and minuted accordingly.	Existing procedures are adequate.
Charges-receivable	Receipt of payments	L L	The Parish Council collects allotment rents in August each year. Allotment holders have signed agreements.	Existing procedure is adequate.

			Invoices for use of Parish assets are issued in advance of charge period.	Existing procedure is adequate.
Charges-leases	Payment of lease	L	The Parish Council leases its office from Weaverham Community Association on an annual basis.	Existing procedure is adequate
Grants and support payable	Power to pay authorisation of council to pay	L	All such expenditure goes through the required Council process of approval, minuted and listed accordingly if a payment is made using S137 powers of expenditure.	Existing procedure is adequate.
Best value accountability	Work awarded incorrectly. Overspend on services.	L M	Normal Parish Council practice would be to seek, if possible, more than one quotation for any substantial work to be undertaken. For major work competitive tenders would be sought. If problems encountered with a contract the Clerk would investigate the situation and report to the Council. Financial limits are identified in the Financial Regulations.	Existing procedure is adequate. Include when reviewing Financial regulations.
Salaries and assoc. costs	Salary paid incorrectly. Pension arrangements not compliant with legislation. Unpaid Tax to Inland Revenue.	L L L	Payment of salaries are made by cheque and two authorised bank signatories are needed to sign it. All new employees must be registered with a Pension Provider. HMRC Payments are made by cheque and two authorised bank signatories are needed to sign it.	Existing procedure is adequate. Existing procedure is adequate. Existing procedure is adequate.
Employees	Fraud by staff Health and safety	L L	Requirements of Zurich Insurance adhered to with regards to fraud.	Existing procedures are adequate.

VAT	Reclaiming/charging		All employees to be provided with adequate direction and safety equipment needed to undertake their roles.	Monitor health and safety requirements and insurance annually.
Annual Return	Submit within time limits	L	The Council has Financial Regulations which set out the requirements.	Existing procedures are adequate
Legal Powers	Illegal activity or payments	L	Employers Annual Return is completed and submitted online with the prescribed time frame by the Clerk. Annual Return completed and signed by the Council, submitted to internal auditor for completion and signing then checked and sent to External Auditor within time frame.	Existing procedures are adequate.
Minutes/agendas/ Notices Statutory Documents`	Accuracy and legality Business conduct	L L	All activity and payments within the powers of the Parish Council to be resolved at full Council Meetings, including reference to the power used under the Finance section of agenda and Finance report monthly. Minutes and agenda are produced in the prescribed manner by the Clerk and adhere to the legal requirements. Minutes are approved and signed at the next Council meeting. Agenda displayed according to legal requirements. Business conducted at Council meetings should be managed by the Chair	Existing procedures are adequate. Members adhere to Code of Conduct
Members interests	Conflict of interests Register of members interests	L M	Declarations of interest by members at Council meetings. Register of members' interests forms reviewed regularly.	Existing procedures adequate. Members take responsibility to update register.

Weaverham Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

9 April 2025 (2024-2025)



38 Village Improvements		640.00	-640.00	-640.00 (N/A)		
39 Play Equipment (RRPP Project)				(N/A)		
40 Speed Indicating Devices				(N/A)		
41 Climate Change Initiatives				(N/A)		
42 Events (D-Day 80)	8,000.00	4,290.10	3,709.90	3,709.90 (46%)		
54 Neighbourhood Plan	2,000.00		2,000.00	2,000.00 (100%)		
61 Playing Fields Hire				(N/A)		
63 Toilet Project				(N/A)		
64 Former Youth Club Redevelopm	1,000.00	1,000.00		(0%)		
67 Cafe Toilet Project	40,000.00	38,700.67	1,299.33	1,299.33 (3%)		
SUB TOTAL	456.10	456.10	96,600.00	70,943.53	25,656.47	26,112.57 (27%)

Income

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
44	Precept	133,000.00	133,000.00					(0%)
45	Interest Government Bond	1,800.00	1,942.75	142.75				142.75 (7%)
47	Grant Members' Budget		1,090.00	1,090.00				1,090.00 (N/A)
48	Allotment Rent	96.00	96.00					(0%)
49	Playing Fields	1,500.00	1,950.00	450.00				450.00 (30%)
50	VAT Refund	10,500.00		-10,500.00				-10,500.00 (-100%)
51	Interest Skipton Building Society	1,500.00	3,269.53	1,769.53				1,769.53 (117%)
52	s106							(N/A)
53	Donation		190.01	190.01				190.01 (N/A)
56	Grant CW&C							(N/A)
59	Old Youth Club							(N/A)
62	CCLA Interest	4,000.00	7,491.10	3,491.10				3,491.10 (87%)
65	Pool Ground Rent		60.00	60.00				60.00 (N/A)
66	RRPP Repairs		368.00	368.00				368.00 (N/A)
68	Lessee		70.00	70.00				70.00 (N/A)
SUB TOTAL		152,396.00	149,527.39	-2,868.61				-2,868.61 (-1%)

Youth

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
43	Youth Activities				3,000.00		3,000.00	3,000.00 (100%)
SUB TOTAL					3,000.00		3,000.00	3,000.00 (100%)

Summary

NET TOTAL	152,396.00	150,000.61	-2,395.39	163,960.00	108,772.91	55,187.09	52,791.70 (16%)
V.A.T.		12,726.67			16,943.45		
GROSS TOTAL		162,727.28			125,716.36		

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Weaverham Parish Council
Cost Centre Year Comparison Summary
All Cost Centres and Codes

Code Title	Receipts (Current Year)		Payments (Current Year)		Receipts (Last Year)		Payments (Last Year)	
	Budgeted	Actual	Budgeted	Actual	Budgeted	Actual	Budgeted	Actual
Administration								
Clerk's Salary			23,000.00				19,000.00	
Employer's NIC			1,200.00				1,150.00	
Employer Pension Contributions			1,000.00				900.00	
Mileage & Travel			100.00				50.00	
Training & Conferences			500.00	350.00			500.00	110.00
Subscriptions			2,400.00	1,730.66			2,200.00	2,273.87
Room Hire			1,000.00	1,000.00			1,000.00	1,016.00
Insurance			2,800.00	2,891.49			2,500.00	2,857.33
Office Lease			3,000.00	3,000.00			3,000.00	3,000.00
General Office Costs (Inc PAT Testing)		16.08	450.00	1,198.76			450.00	253.30
Phone, Fax, Internet & Website		0.04	1,650.00	1,816.40			1,650.00	3,922.35
Legal & Professional Fees			1,000.00				500.00	849.00
Audit Fees			1,500.00	1,618.50			1,500.00	1,017.50
Weaverham News			1,800.00	1,800.00			1,500.00	1,800.00
Annual Local Donations			2,000.00	815.00			2,000.00	800.00
Rose Fete			600.00	600.00			600.00	600.00
WHS Prizes			160.00	160.00			160.00	
Civic Ceremonies			1,000.00	833.75			200.00	792.50
Equipment Purchases			500.00	785.50			300.00	9.99
Youth Leader Funding			5,200.00	5,000.00			5,200.00	5,000.00
Community Pool			10,000.00	10,833.29			10,000.00	9,166.63
Elections			1,000.00				1,000.00	591.00
Cemetery			1,000.00	800.79			1,000.00	801.15
Youth Club Utilities			1,500.00	751.09				441.95
Old Youth Club Premises				1,819.15				
Weaverham High School				25.00				1,130.28
Community Centre Lease								
SUB TOTAL		1.00	64,360.00	37,829.38			56,360.00	36,432.85
Environment								
Maintenance Contract			13,000.00	11,780.03			13,000.00	11,779.78
Christmas			8,000.00	5,989.00			8,000.00	5,200.00
RoSPA			300.00	262.00			250.00	249.50
LHF Fence			1,000.00				1,000.00	
Additional Grounds Maintenance		456.10	5,000.00	4,495.73			5,000.00	3,742.50
Russet Road Play Park			5,000.00	368.00			5,000.00	8,621.14
CCTV			500.00				500.00	

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Weaverham Parish Council
Cost Centre Year Comparison Summary
All Cost Centres and Codes

Code Title	Receipts (Current Year)		Payments (Current Year)		Receipts (Last Year)		Payments (Last Year)	
	Budgeted	Actual	Budgeted	Actual	Budgeted	Actual	Budgeted	Actual
Flowers and Bulbs			500.00				500.00	140.00
Plantation			500.00				500.00	
Former Dr's Car Park			200.00				200.00	
Community Pride Competition			100.00				100.00	
Tree Survey/Maintenance			4,000.00	1,550.00			4,000.00	1,750.00
Bonfire & Fireworks			4,500.00				4,500.00	3,125.00
Landscaping			2,500.00				15,000.00	
Defibrillator			500.00	1,868.00			500.00	127.00
Village Improvements				640.00				1,973.00
Play Equipment (RRPP Project)								154,111.68
Speed Indicating Devices								489.03
Climate Change Initiatives							15,000.00	21,524.67
Events (Coronation)			8,000.00	4,290.10				
Events (D-Day 80)			2,000.00				2,000.00	300.00
Neighbourhood Plan								
Playing Fields Hire						300.00		
Toilet Project								1,297.50
D Day 80			1,000.00	1,000.00				
Former Youth Club Redevelopment			40,000.00	38,700.67				
Cafe Toilet Project								
SUB TOTAL		456.10	95,600.00	70,943.53		300.00	75,050.00	214,430.80
Income								
Precept	133,000.00	133,000.00			127,168.00	127,168.00		
Interest Government Bond	1,800.00	1,942.75			12.00	1,935.01		
Interest Santander Deposit Account					12.00	6.66		
Grant Members' Budget		1,090.00				375.00		
Allotment Rent	96.00	96.00			96.00	96.00		
Playing Fields	1,500.00	1,950.00			1,500.00	4,452.62		
VAT Refund	10,500.00							
Interest Skipton Building Society	1,500.00	3,269.53				1,674.13		
s106								
Donation		190.01				85,940.92		
Grant CW&C						400.00		
Old Youth Club						247.50		
CCLA Interest		7,491.10						
Interest CCLA Account	4,000.00					1,649.66		
Land Lease						20.00		
Pool Ground Rent		60.00						

Weaverham Parish Council
Cost Centre Year Comparison Summary
All Cost Centres and Codes

Code Title	Receipts (Current Year)		Payments (Current Year)		Receipts (Last Year)		Payments (Last Year)	
	Budgeted	Actual	Budgeted	Actual	Budgeted	Actual	Budgeted	Actual
Public Footpath Maintenance		368.00				3,900.00		
RRPP Repairs		70.00						
Lessee								
SUB TOTAL	152,396.00	149,527.39			128,788.00	227,865.50		
Youth								
Youth Activities			3,000.00				3,000.00	2,000.00
SUB TOTAL			3,000.00				3,000.00	2,000.00
NET TOTAL	152,396.00	150,000.61	163,960.00	108,772.91	128,788.00	228,165.50	134,410.00	252,863.65
V.A.T.		12,726.67		16,943.45		48,883.41		45,442.93
GROSS TOTAL		162,727.28		125,716.36		277,048.91		298,306.58

9 April 2025 (2024-2025)

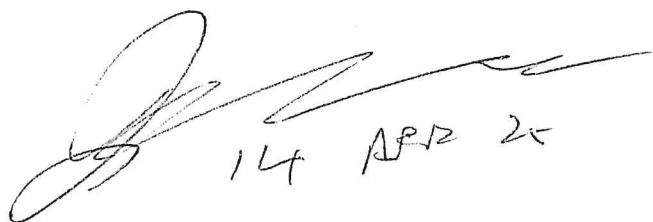
Weaverham Parish Council**Annual Return****Accounts for Year from 01/04/2024 to 31/03/2025**

This is prepared based on the information in "Governance and Accountability for Local Councils : a Practitioners' Guide"

Important note: These figures have been prepared on a RECEIPTS and PAYMENTS basis.

* Note :- An asterisk to the right of the box below indicates it is an item that has changed by more than 15% and £200 from the previous year and probably warrants a comment in your notes. This is only an indication and should not be considered exclusive. You will only see asterisks if this is the second year you have used the report.

		Year ending	
Box No.	Description	31/03/2024 £	31/03/2025 £
1	Balances brought fwd	251,333.78	230,323.01
2	Annual precept	127,168.00	133,000.00
3	Total other receipts	150,127.81	29,727.28
4	Staff Costs	0.00	0.00
5	Loan interest/capital repayment	0.00	0.00
6	Total other payments	298,306.58	125,716.36
7	Balances carried forward	230,323.01	267,333.93
8	Total Cash and Short Term Inve	230,323.01	267,333.93
9	Total Fixed Assets and Long Ter	154,080.00	235,408.58
10	Total Borrowings	0.00	0.00


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Weaverham Parish Council

ANNUAL RETURN - Section 2 : Statement of Accounts

Explanation of variances

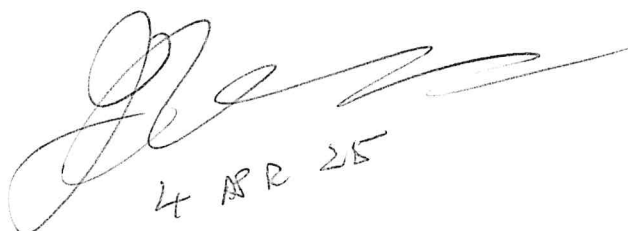
This is prepared based on information in "Governance and Accountability for Local Councils : a Practitioner's Guide"

Important note: These figures have been prepared on a RECEIPTS and PAYMENTS basis.

Box No.	Description	31/03/2024 £	31/03/2025 £	Variance £	Variance %	Explanation Required?	Notes
1	Balances brought fwd	251333.78	230323.01				BALANCE B/F AGREES
2	Annual precept	127168.00	133000.00	5832.00	5%	No	
3	Total other receipts	150127.81	29727.28	-120400.53	80%	Yes	No significant grants received (minus 84356 FCC grant) Less VAT (-76548 net)
4	Staff Costs	0.00	0.00	0.00	0%	No	
5	Loan interest/capital repayments	0.00	0.00	0.00	0%	No	
6	Total other payments	298306.58	125716.36	-172590.22	58%	Yes	Spent less on major projects (-124,032 net) and Events (-13,000)
7	Balances carried forward	230323.01	267333.93	37010.92	16%	Yes	Building up funds for youth & brownie building replacements.
8	Total Cash and Short Term Investments	230323.01	267333.93	37010.92	16%	Yes	Building up funds for youth & brownie building replacements.
9	Total Fixed Assets and Long Term Investments	154080.00	235408.58	81328.58	53%	Yes	Increase due to new play equipment being purchased.
10	Total Borrowings	0.00	0.00	0.00	0%	No	

This report is intended as a guide to the variances you may need to explain. The specific requirements vary between external auditors so please check the requirements shown on the pro forma provided to your council

Please note a breakdown of approved reserves will also be required if the total reserves (Box 7) figure is more than twice the annual precept value (Box 2)


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Weaverham Parish Council - Cash Reconciliation 2024/2025

Opening Balances	WPC	add Cemetery	AGAR
Current Account	17,300		
less uncleared cheques	7,572		
	<u>9,728</u>		
 Skipton Building Society	86,946		
CCLA Account	81,649		
NS&I Bond	52,000		
Totals	<u>230,323</u>	<u>56,876</u>	<u>287,199</u>
 Income	162,727	15,685	178,412
 Expenditure	125,716	13,207 *	138,923 **
 Opening Balance+Income-Expenditure	<u>267,334</u>	<u>59,354</u>	<u>326,688</u>
 Closing Balances		add Cemetery	
Current Account	10,656		
less unpaid cheques	4,679		
	<u>5,977</u>		
 Skipton Building Society	90,217		
CCLA Account	119,141		
NS&I Bond	52,000		
Totals	<u>267,335</u>	<u>59,353</u>	<u>326,688</u>

Reconciliation with Bank Account

Bank Statement 31 March 2025

Deduct uncleared cheques	
Weaverham High School	30
Cheshire Groundcare Ltd	1,178
Adrian Morgan	45
A1 Safety Testing Ltd	30
Zurich Insurance Ltd	2,891
Graphish	450
Euro Digital	49
Adrian Morgan	5
Total	4,679
 Deduct from Bank Statement	4,679

Notes * made up of staff costs 5322 and balance 7885
 ** made up of staff costs 5322 and balance 133601

Insurance	Adequacy Cost Compliance Fidelity Guarantee	L L L M	An annual review is undertaken of all insurance arrangements. Employers and Employee liabilities a necessity and within policies. Ensure compliance measures are in place. Fidelity checks in place.	Existing procedure adequate. Insurance reviewed annually.
Data protection	Policy provision	L	The Parish Council is registered with the ICO.	Ensure annual renewal of registration
Freedom of Information	Policy Provision	L M	The Council has a Model Publication scheme in place. To date there has been a request from one person under FOI. The Parish Council is aware that if a substantial request came in it could create a number of additional hours work. The Parish Council can request a fee to supplement the extra hours.	Monitor any requests made under FOI
Supplier Fraud	Disclosure of sensitive company information	M	Training provided to staff to ensure they are aware of the risks and how to deal with such requests	Ensure that staff undertake appropriate training
	Inadequate checks of changes to supplier details	M	All changes to supplier details to be independently verified with the supplier before implementing any changes	Ensure that staff undertake appropriate training
	Dormant supplier details used to secure fraudulent payments	L	Supplier accounts to be reviewed annually to remove any accounts that are dormant.	Ensure that staff undertake appropriate training
	New supplier not being a solvent and bona fide company.	M	All new supplier's details e.g. address, financial health to be checked with Companies House, HMRC/VAT prior to awarding a contract or making a payment.	Ensure staff undertake appropriate training

	Online payments not being paid to supplier's bank account	M	Clerk enters payment and two signatories approve the payment.	Ensure staff undertake appropriate training. Online payments are not currently used.
PHYSICAL EQUIPMENT OR AREAS				
Assets	Loss or damage Risk/damage to third party(ies) property	L	An annual review of assets is undertaken for insurance provision	Existing procedures adequate
Maintenance	Poor performance of assets or amenities	L	All assets owned by the Parish Council are regularly reviewed and maintained. All repairs and relevant expenditure for any repair is actioned/authorised in accordance with the correct procedures of the Parish Council. Assets are insured.	Existing procedures adequate
Notice Board	Risk of damage	L	The Parish Council currently has four noticeboards. No formal inspection procedures are in place, but they are checked as new notices are put up and any reports of damage and faults are reported to the Parish Council and dealt with in accordance with the correct procedures of the Council.	Existing procedures adequate
Meeting locations	Adequacy Health & Safety	L M	The Parish Council meeting is held in a venue considered to have appropriate facilities for the Clerk, members and the general public.	Existing procedures adequate
Council records – paper	Loss through: Theft Fire damage	L M L	The Parish Council records are stored in the Parish Office at the Community Centre. Records include historical correspondences, minutes, insurance and bank records. Any 'loans' of records are recorded.	Damage (apart from fire) and theft is unlikely and so provision is adequate.

Council records – electronic	Loss through: Theft, fire damage or corruption of computer	L M	The Parish Council electronic records are stored on the Council laptop which is password and PIN protected and kept in the Council Office in a lockable cupboard. Backups of electronic data are made at regular intervals and kept off site.	Existing procedures considered adequate
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Weaverham Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
3	Phone, Fax, Internet & Website	15/04/2025	Santander Current A	25589	IT Services	Avoira Ltd	S	4.32	0.87	5.19
3	Phone, Fax, Internet & Website	15/04/2025	Santander Current A	25589	IT Services	Avoira Ltd	S	15.00	3.00	18.00
3	Phone, Fax, Internet & Website	15/04/2025	Santander Current A	25589	IT Services	Avoira Ltd	S	26.52	5.30	31.82
3	Phone, Fax, Internet & Website	15/04/2025	Santander Current A	25589	IT Services	Avoira Ltd	S	32.07	6.41	38.48
2	Annual Local Donations	15/04/2025	Santander Current A	25588	Donation	Weaverham Primary Acade	Z	500.00		500.00
5	Room Hire	15/04/2025	Santander Current A	25591	Room Hire	Weaverham Community As	Z	180.00		180.00
6	Maintenance Contract	15/04/2025	Santander Current A	25592	Additional Grounds Maintenan	Cheshire Groundcare Ltd	S	981.67	196.33	1,178.00
4	Flowers and Bulbs	15/04/2025	Santander Current A	25590	Additional Grounds Maintenance	Jane Brooks	S	41.45	8.29	49.74
1	Bonfire & Fireworks	15/04/2025	Santander Current A	22587	Bonfire	Nemisis Pyrotechnics Ltd	S	1,354.17	270.83	1,625.00
Total								3,135.20	491.03	3,626.23

Prepared by: [Signature] Date: 20/4/25

Approved by: _____ Date: _____

Approved by: _____ Date: _____



Outlook

Re:[## P01313 ##] Parish Online Websites - Weaverham

From Parish Online Support <support@parishonline.co.uk>

Date Tue 15/04/2025 11:19

To Clerk <Clerk@weaverhampc.co.uk>

Dear Adrian,

Thanks for getting in touch. We'd be pleased to provide a quote for your parish website.

We can apply our 30% discount to make your subscription **£525 ex vat per year**. That discounted price will stay with your account each year of your subscription.

And you'd qualify for our new Parish Online fund taking **£100 ex vat off your first year's subscription** by switching to a gov.uk domain.

Our subscription package includes:

- **Website** - a modern, accessible and responsive website using the Government design guidelines
- **Email** - up to 20 mailboxes with 5GB storage each which are accessed through the provided apps for windows, mac or phone, via webmail, or you can connect it to your own phone or computer mail apps.
- **Gov.uk domain** -
 - we register your new gov.uk domain and pay the fees instead of you having to pay for it. The domain is owned by you, but we manage it.

Our service also includes:

- **Hosting** - the servers where your website live
- **Ongoing Maintenance and Upgrades** - we may have a slightly higher ongoing cost than other providers, but we invest in your service to make sure it's always the latest new features, security upgrades or updates to align to new legislation
- **SSL Certificate** - this keeps your site encrypted and safe for visitors
- **Content Migration** - we port over key content from your old site at no extra cost.
- **Accessibility** - our sites always follow the latest Web Content Accessibility Guidelines (WCAG). Our sites already conform to WCAG 2.2 AA which was a requirement from October 2024.
- **Support** - we have a bank of knowledge base articles available to help you with managing your website, email, domain and cloud office/storage.

We can offer the additional options at an extra cost:

- Upgrade one or more email accounts with additional storage - 10GB at £24 per year per upgraded mailbox
- Upgrade one or more email accounts with additional storage and Cloud Storage - standard 30GB mailbox and 10GB File Storage at £42 ex VAT per year per upgraded mailbox
- Hosting of old domain at £25 ex VAT per domain

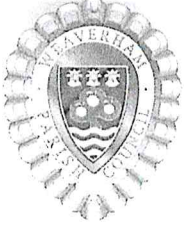
We can typically get websites ready in around 4-6 weeks.

Your new domain choices are:
 weaverhamparishcouncil.gov.uk
 weaverhamparish.gov.uk
 weaverham-pc.gov.uk

If you'd like to go ahead please let me know what domain you'd prefer and we'll get started.

Best Regards,

Andy Skellern



Weaverham Parish Council

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

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Minutes of the Environment Committee Meeting held at Weaverham Community Centre, Russet Road, Weaverham on Monday 5th March 2025 at 7:15pm

Present Peter Wilkinson (PW). John Freeman (JF) and Rees Lasseter (RL),

In the absence of the Chair & Vice Chair, Peter Wilkinson was appointed to chair the meeting.

E53. **Public Open Forum** No members of the public were present.

E54. Apologies were received from Roger Moss (RM), Jason Endress (JE), John Pether (JP). Ian Lasseter will be late. **approved.**

E55. No new declarations of Interests were made. **noted.**

E56. The minutes of meeting held on 12th February 2025 were **approved.**

E57. **Village Winter Maintenance**

E57.1 It is **recommended** that 11 additional bins with salt are purchased from Northwich Town Council at a cost of £290.00 +VAT each to be sighted at the following junctions / areas.

1. Lime Avenue shops
2. Northwich Road Shops
3. Hanging Gate Junction
4. Wallerscote Road Bend (Albert's Farm)
5. Wallerscote Road, Church Lane Esthers lane Junction.
6. Withens Lane
7. Well Lane/ Valley Road Junction
8. Gleave Road
9. Barrymore Road
10. Owley Wood Road
11. Wood Lane/ Middlehurst Lane junction. **approved**

Committee did **not recommend** that they should be sighted outside of our schools.

E57.2 **Leaf collection.** It is **recommended** that a ride on sweeper is used to clear the pavements of leaves that causes flooding. To be used as and when required. Areas to be covered are: -

1. Owley Wood Estate
2. Wallerscote Road from Ring O Bells to the Hampsons.
3. Northwich Road from Esthers Lane
4. Sandy Lane / Well Lane
5. Withens Lane
6. Lime Avenue- in front of the high school.

To be reviewed in Jan 2026. **approved.**

E57.3 **Flooding hot spots.** It is recommended that the following "Flooding Hot Spots" that have been identified in the village will require gully / drain cleaning twice a year to prevent flooding: -

1. Petrol station junction/ area.
2. Northwich Road Shops
3. Withens Lane
4. Esthers Lane, Church Lane & Wallerscote Road Junction
5. Keppers Lane
6. Bottom area of Wallerscote Road

7. Sandy Lane
8. Gorstage Lane by the Railway Bridge to Handforth Brook. **approved.**

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Cllr Iain Lasseter joined the meeting at 7.45

E57.4 Winter Maintenance Plan. It is recommended that the clerk is authorised to negotiate the above requirements with our existing contractor with a view to adding these duties to the existing council maintenance contract **approved**

E58. The Highways Volunteer scheme. It is recommended that the following work activities are carried out by the volunteers: -

1. Small vegetation clearance- trim low overhanging branches off trees. Removing growth from around trees, cutting back bushes and brambles, removing weeds.
2. Siding out footways. Which is removing weeds, moss, overgrown grass and debris from edge of footways.
3. Cleaning road signs and bollards
4. Minor drain maintenance, such as cleaning small water channels and grips.
5. Cleaning around gully grids, but only from standing on the edge of the road such as a verge and or footway
6. Finger post repairs and painting.

The Clerk to contact CWaC to get onto the scheme and Helsby Parish Council as they have started the programme. **approved**

E59. A49 Safety campaign. It is recommended that Council supports the cycling to school routes. The clerk is to write to CWaC asking for consideration for funding for this scheme. **approved**

E60. SID on Northwich Road. It is recommended to council that the quotation from TWM for a site inspection, repair and report for the SID on Northwich Road Costing £196.20 +VAT is **approved.**

E61 The Clerk gave an update the Committee on the following matters.

E35.1 Quotation from Nemesis for Bonfire Night £3250.00+VAT is recommended for **approval.**

E35.2 The Great British Spring Clean will run from 21st March to 6th April. Clerk to contact Weaverham Trust to see if they have any plans for this event. The committee fully supports this event **approved.**

E35.3 Litter Picker from CWaC. The litter picker has not been seen in the village for several weeks. The Clerk to contact CWaC to find out when will a replacement be provided. **approved.**

E35.4 Quotation from lime Avenue for Fish & Chips for VE day event £350.00 **approved**

E35.5 Quotation from Theo's Fish & Chips for VE day event £450.00 **approved**

E62. To **Confirm** date of next meeting, 2nd April 2025.

Meeting closed at 8.16pm

Signed as a true record.

Name..... J A C - FREEMAN

Signature.....

Date..... 2 APR 25



Weaverham Parish Council

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

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Minutes of the Environment Committee Meeting

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

Present John Freeman (JF), Mike Gerrard (MG), John Pether (JP) and Iain Lasseter (IL).

In the absence of the Chair & Vice Chair, Cllr John Freeman was appointed to chair the meeting.

- E63. **Public Open Forum** No Members of the public were present.
- E64. Apologies were received from Cllrs Jason Endress, Peter Wilkinson, Roger Moss and Rees Lasseter were **approved**.
- E65. No new declaration of interests was received.
- E66. The minutes of meeting held on 5th March 2025 were **approved**.
- E67. The Weaverham High School pupil survey suggestions for youth provision in the village was discussed. Clerk & IL to form an assessment matrix to help evaluate their suggestions **approved**.
- E68. The damage to kerbs on the High Street was discussed. The Clerk & JF to walk the High Street to identify where the damage is for reporting to CWaC. **approved**.
- E69. Mundo Enterprises Ltd would like to hire Lake House Field to hold a football summer club. The information the clerk requested has not been received therefore, the committee are unable to recommend approval of the request at this time **approved**.
- E70. The Clerk updated the Committee on the following matters: -
E70.1 We have been offered a free Oak tree by the Mersey Forest. Clerk to identify where this can be positioned. **approved**
E70.2 Youth Club car park sign. A quotation has been received from Simply signs £70.00 + VAT. Clerk to provide appropriate wording.
E70.3 E mail from Sports England requesting updated information. Clerk & JF to provide the requested information **approved**.
E70.4 Additional quotes are being obtained for the stage hire for VJ day. Early indications are suggesting that we can get it down to around £2650 +VAT. **noted**.
E70.5 E mail from IL identifying issues with the drains from the Swimming Pool to the sewage network due to a blockage. There seems to be manhole cover that is covered up. IL & Clerk to look at the area to find the manhole cover. **noted**.
- E71. To **Confirm** date of next meeting, 7th May 2025.

Meeting closed at 8.00pm

Signed as a true record.

Name.....

Signature.....

Date.....

Feed Back from Weaverham High School
 What Youth facilities would you like to see in our village.
 Received Monday 3rd March 2025

Suggestion	Council's Response
skate park, pre school park , sandpit, ice cream park , crazy golf, knit and chatter room, sew and chatter room, soft play area,	Skate Park- Council will take on this suggestion forward. Sand Pit we can look at providing this in the existing play park. Ice cream park- This can be provided at the new toilet/ café that the council is building. Knit & Chatter Room- The council is looking at acquiring the Brownie Hut. This can be redeveloped into a new youth indoor facility. Soft play area if space is available this could be accommodate into the new youth facility.
Gaming room, soft play for big kids (big ball pit!), arcade, sports hall, McDonalds, kid friendly gym	Gaming Room- we can look at providing this in the new indoor youth facility. Soft play area for big kids. Council can consider this as part of the new indoor youth facility. Arcade- Sorry we do not have the space to provide this facility. Sports Hall- this is already provided via the Community Centre. McDonalds- Space does not allow for this facility. Kid friendly Gym- we have tow gym venues int the village. Council will see if this request can be accommodated by the existing venues.
Sports facility, tennis court, basketball	Sports facility, tennis court, basketball - The MUGA can be used for these sports Aswell as the Community Centre . We can see it we can advertise these facilities better.
Sports (Futsal, Ping Pong, Pool, Darts, Netball, Basketball), Mini Cinema, Mini-Library, Rage-room	Netball can be played in the Community Centre as well as the MUGA . Futsal, Rage-room, Ping Pong, Pool & Darts , These items can be considered activates for the new indoor youth facility. Mini-Library is already provided by the library service on Russet Road.

Cinema Room Archery/similar sports. Rage Room Petting Farm Outside Gym Astro Football Pitch Trampoline Park	<p>Cinema Room- this can be considered as part of the indoor activities in the new indoor youth club. Archery- this is considered too dangerous for us to consider. Petting Farm- space is not available for this. Outside Gym - council already provided outside gym equipment at the Russet Road play area. Asto Football Pitch- The MUGA can be used for the types of sports that require astro turf. Trampoline Park- council can consider this activity.</p>
Extend the MUGA / Skate park / Cafe	Duplicate requests.
Additional sports facilities, Charity stalls, A better Youth Club, Mini Golf, A bigger swimming pool	<p>Additional sports facilities- Council will look into what additional facilities it can provide. Charity Stalls- we can have these stalls at future council events. A better Youth Club- The council is looking into providing an indoor youth facility. A bigger swimming pool - we do not have the space for this.</p>
Indoor bike park, playgroup/ nursery, playground, splash park/ swimming pool, a dog park, A park with a community cafe.	<p>Indoor bike park - we do not have the space to provide this.</p> <p>playgroup/ nursery, this can be considered for the new indoor facility. Playground, Council already provided this facility on our Russet Road play area. Splash park/ swimming pool- Council already provided a swimming pool. A dog park, Council provided a dog park at the bottom of Lake House field apposite the shops. A park with a community cafe. Council will be opening a cafe at the Russet Road play park the beginning of June 2025.</p>
Lots of unserious ideas from my tutor group (apologies): Statue, flowerbeds, museum, rollercoaster. More popular ideas were: cinema, amusements/arcade, padel court, mini golf	<p>Statue, museum, rollercoaster- council are unable to consider these suggestions. Flowerbeds- These are provided by the council.</p> <p>cinema, amusements/arcade, Council are unable to consider these as we do not have the space or funds. padel court, mini golf,- council can consider this request.</p>