

LITTLE LEIGH PARISH COUNCIL
Minutes of Little Leigh Parish Council meeting held on
Tuesday 23rd September 2025 at the Village Hall, Little Leigh

Meeting started 19.00

2025-6		By:
	<p>Present: Cllr Sue Beecroft (Chair) (SB), Cllr Bob King (Vice Chair) (BK), Cllr Stuart Cook (SC), Cllr Sharon Geary (SG), Cllr Rob McSweeny (RM), Cllr Jenny Jones (JJ) (Cllr Christine Ayre following co-option) (CA)</p> <p>In Attendance: Tracey Whitlow – Clerk (TW) 8 Members of the Public (MOP's) Note (FCI) refers to Full Council</p>	
25/34	Apologies for Absence were received & accepted from: Ward Cllr Lynn Gibbon (LG) PCSO Di Wiggins	
25/35	Declarations of Members' Interests: Cllr Geary – planning application 25/02696/FUL	
25/36	Approval of Minutes: The Parish Council Resolved to approve the minutes of the Parish Council meetings held on 22 July 2025 as a true and correct record. Signed by the chair.	
25/37	Public Participation: No items raised.	
25/38	PCSO update: Written PCSO report received, no crime reported in the parish. Speed checks have been conducted. Suspicious vehicle seized.	
25/39	Ward Councillor Report/s: (unless an agenda item) None present.	
25/40	Matters Arising from Previous Minutes: (if not an agenda item) Following MOP comments that the clerk had not responded to emails sent through the website, the website link has been checked. But of no consequence now as the new website is live.	
25/41	Correspondence of consequence (not an agenda item) Correspondence from MOP regarding planning matters. All queried answered.	
25/42	Accounts/Financial: <ol style="list-style-type: none"> 1. Ratify/Approve Receipts & Payments: R&P list presented and approved. Appendix 1 2. Bank Reconciliation: Reviewed & approved. Appendix 2 3. NALC annual pay-scale increase noted (contractual) 4. Clerks overtime to date agreed. OT relates to handover, resetting accounts, policies and procedures new website, IT issues. To be added to September payroll. 	

25/43	Clerks Report: Bank account signatories forms have now been completed.	
25/44	Co-Option: One member of the public has expressed an interest in becoming a parish councillor. Christine Ayre was proposed and seconded. Voted unanimously. Cllr Ayre signed the acceptance of office papers. TW to send Register of Interest paperwork for completion.	TW
25/45	Policies: Policies circulated. FOI, Code of Conduct, Complaints, IT, Biodiversity, Internet Banking, Co-option, Data Protection, Dignity at work, Discipline & Grievance, H&S, Privacy Notice, Publication Scheme, Training & Development, Vexatious & Persistent Complaints, Zero Tolerance & Financial Risk Assessment. All reviewed. No amendments required. Resolved to adopt all policies. TW to update and add to the website.	
25/46	Planning: <ol style="list-style-type: none"> New applications received/comments ratified on applications received since the last meeting: <p>25/02344/FUL 5 Willow Green Barns Willow Green Lane Little Leigh Northwich CW8 4RB Proposal: Change of use of former farmyard to garden area and construction of detached garage. Received 26.08.25. Reviewed by working group. FCI agreed to comments. Comments submitted to LPA (delegated authority). No objections.</p> <p>25/02360/FUL West Cottage 325 Runcorn Road Barnton Northwich CW8 4RX Proposal: Redevelopment of existing dormer bungalow to include extensions and creation of additional first floor and raising ridge height. Received 26.08.25. Reviewed by working group. FCI agreed to comments. Comments submitted to LPA (delegated authority). No objections.</p> <p>25/02443/FUL Little Leigh Primary School Shutley Lane Little Leigh Northwich CW8 4RN Proposal: Removal of shed with new air source heat pump installed in same position. Received 05.09.25. Reviewed by working group. FCI agreed to comments. Comments submitted to LPA (delegated authority). No objections.</p> <p>25/02696/FUL -7 Ash House Lane Little Leigh CW8 4RG Proposal: Single storey rear extension. Received today. Cllr SG has declared an interest. Resolved for RM to review and FCI, minus SG, to agree comments to be submitted.</p> Decisions notified from LPA: 23/00249/EBCN Chapel Farm Shutley Lane Little Leigh Northwich CW8 4RP Temporary Stop Notice (22/02917/AGR) Enquiry regarding the amount of materials being brought onto the site. Ratify Local Plan comments: RM has submitted the PC response to the Local Plan survey following agreement from FCI. <p>TW raised an issue with the CWAC planning portal, wherein her full personal details were being uploaded with comments. TW advised to raise a formal complaint with LPA tomorrow.</p>	
25/47	Highways: <ol style="list-style-type: none"> Update on Highway issues: Bins unemptied – Reported. Footpath from LL to Barnton overgrown, forcing pushchair/wheelchairs into the road- Reported. Hedge on the approach to the playground overgrown and encroaching into the neighbouring garden – reported by 	TW

	<p>Cllr- CWAC have no funds- TW to follow up. Parking on footpaths around the village is again causing issues. MOP are asked to report to the PCSO.</p> <ol style="list-style-type: none"> 2. Highway Initiative report has been submitted. Work has been carried out at Runcorn Road/A49 junction. 3. Potholes & gully survey has been completed. TW to add to website. 4. Cogshall Lane speed limits – PCSO is not optimistic of having this reduced, SB to follow up 5. Speed on Runcorn Road – Solar Farm – No judicial Review – Monitor and ensure contractors are held to account on all the conditions. TW to contact LG over the possibility of a reduced speed limit for the period of work. 	
25/48	<p>Strategic Plan: SC has put a report together. Good responses & ideas received from the survey. Next step is to identify short, mid and long term projects. SC to update the responses and send out final report TW to add to website.</p>	SC TW
25/49	<p>Events Working Group:</p> <ol style="list-style-type: none"> 1. SC proposed as chair, seconded. Voted unanimously. 2. SB, JJ & CA to be on the working group. Meeting date agreed. 	
Note	SB left the meeting (prior engagement) BK chaired the remainder of the meeting	
25/50	<p>Village Hall:</p> <ol style="list-style-type: none"> 1. Beech tree inspection (bi-annual) – discussed TW to try to obtain a further quote. Specialist equipment required. TW to check cover with insurance company. Cost of last inspection £900. Huge percentage of precept. To monitor the reports for any significant variances. One tree has a fungal infection. TW to check if the trees have a TPO. 2. VHMC report – Bookings good. Lights have been replaced with LED's. Smoke detector replaced. Acoustic panels now fitted. Bookcase being purchased for the lending library. Parking is an issue. VHMC to look at the cost of white-lining parking spaces. FCI agreed to the moving of the bike rack to the front of the VH. 3. Online booking system agreed this is the way forward. Link to be added to the PC website. Present booking secretary is retiring at the end of September. Thanks given for all her work over the years. 	TW
25/51	<p>Website & Hosting:</p> <ol style="list-style-type: none"> 1. New website is now operational. TW to give BK access to enable updates if TW not available. Still items to add. 2. Email. Email account settings agreed. TW to set up for all councillors and send details. 	TW
25/52	<p>Defibrillator: SG awaiting a quote for the electric supply installation. Resolved to allocate up to £2k for the purchase and installation, to enable this to progress prior to the next meeting.</p>	
25/53	<p>Items for Next Meeting: Beech tree inspection. Defib update. 1st pass budget. Change of bank.</p>	
25/54	<p>Date of Next Meeting: The next meeting is planned for Wednesday 12th November 2025 at 19:00 at the Village Hall.</p>	

The meeting closed at 20.20

Signed:

Dated:

Appendix 1.

LITTLE LEIGH PARISH COUNCIL		
Receipts & Payments Schedule		
Presented at meeting:		23.09.25
<u>Income Received</u>		
	VAT	£330.72
		<u>£330.72</u>
<u>Payments ratified/for approval</u>		
R	Oultram Payroll Services	£60.00
R	Net Pay mth 5	DP
R	WFH mth 5	£26.00
A	JKE web design	£450.00
A	Net pay mth 6	DP
A	WFH mth 6	£26.00
		<u>£562.00</u>
*DP	<i>Data Protected</i>	

Appendix 2.

BANK RECONCILLIATION	<u>30.08.25</u>
Co-Op Current Account	£18,966.22
Less unpresented chqs	£848.66
Total	<u>£18,117.56</u>
CASH BOOK	
B/F 01.04.25	<u>£14,331.73</u>
Receipts to date	£9,885.72
Expenditure to date	<u>£6,099.89</u>
Balance 18.09.25	<u>£18,117.56</u>