

LITTLE LEIGH PARISH COUNCIL
Minutes of Little Leigh Parish Council meeting held on
Wednesday 12th November 2025 at the Village Hall, Little Leigh
Meeting started 19.00

2025-6		By:
	<p>Present: Cllr Bob King (Chair) (BK), Cllr Sharon Geary (SG), Cllr Rob McSweeney (RM), Cllr Jenny Jones (JJ) (Cllr Christine Ayre (CA)</p> <p>In Attendance: Tracey Whitlow – Clerk (TW)</p> <p>3 Members of the Public (MOP's)</p> <p>Note (FCl) refers to Full Council</p>	
25/55	<p>Apologies for Absence were received & accepted from:</p> <p>Cllr Sue Beecroft (SB),</p> <p>Ward Cllr Lynn Gibbon (LG) & Phil Marshall (PM)</p> <p>PCSO Di Wiggins</p>	
25/56	<p>Declarations of Members' Interests:</p> <p>SG – planning application 25/02696/FUL</p>	
25/57	<p>Approval of Minutes:</p> <p>The Parish Council Resolved to approve the minutes of the Parish Council meetings held on 23rd September 2025 as a true and correct record. Signed by the chair.</p>	
25/58	<p>Public Participation:</p> <p>No items raised.</p>	
25/59	<p>PCSO update:</p> <p>Written PCSO report received and circulated. No crime reported in the parish.</p>	
25/60	<p>Ward Councillor Report/s: (unless an agenda item)</p> <p>None present. Written report received, circulated and added to the website.</p>	
25/61	<p>Matters Arising from Previous Minutes: (if not an agenda item)</p> <p>None that are not an agenda item.</p>	
25/62	<p>Correspondence of consequence (unless an agenda item)</p> <p>None. All information received acted on or circulated to council.</p>	
25/63	<p>Accounts/Financial:</p> <ol style="list-style-type: none"> 1. Ratify/Approve Receipts & Payments: R&P list presented and approved. Appendix 1 2. Bank Reconciliation: As at 31.10.25 Reviewed & approved. Appendix 2 3. Clarity sought from the clerk for the rate of reimbursement for use of own computer. Confirmed. Clerks expenses from July -Oct approved. 	
25/64	<p>Clerks Report:</p> <p>Bank account: more signatories required, for change of signatories. (Co-Op bank) all completed.</p>	

25/65	<p>Banking: Following taking 4 months to change bank signatories, and the Co-Op bank not being user friendly for online banking, including not being able to download statements TW had suggested the change to Barclays, which offer dual authorisation for payments. Barclays have a monthly account charge of £8.50, it was felt this could be absorbed by having an investment account to offset the charges. Resolved to change to Barclays. TW to send information to the 3 signatories.</p>	TW
25/66	<p>Policies: Document retention Policy Deferred to next month.</p>	
25/67	<p>Planning: 1. New applications received/comments ratified on applications received since the last meeting: 25/02696/FUL 7 Ash House Lane Little Leigh CW8 4RG Proposal: Single storey rear extension. Discussed via email correspondence. (Delegated authority) Resolved no comments. Decision ratified. SG had no access to the email correspondence as declared an interest. 25/02783/FUL Ash House Farm Ash House Lane Little Leigh Northwich Cheshire CW8 4RG Proposal: Formation of hardstanding surface (retrospective). Discussed via email correspondence. Resolved Object. (Delegated authority) Objection uploaded to LPA. Decision ratified. 25/02824/FUL Chapel Farm Shutley Lane Little Leigh Northwich CW8 4RP Proposal: Construction of all-weather menage for private use. Discussed via email correspondence. Resolved Object. (Delegated authority) Objection uploaded to LPA. Decision ratified.</p> <p>2. Decisions notified from LPA: EN563260438 Ash House Stop notice 6.10.25 – 29.11.25 25/01918/FUL Schmitz Cargo Bull (UK) Ltd Tarporley Road Whitley Northwich WA4 4EZ Proposal: Replacement single storey extension, additional car parking spaces and secure cycle parking. Approved 15.10.25 25/02696/FUL 7 Ash House Lane Little Leigh CW8 4RG Proposal: Single storey rear extension. Approved 24.09.25</p> <p>Following TW raising a formal complaint over the CWAC planning portal, wherein her full personal details were being uploaded with comments, the portal has had a full audit. All personal details of all clerks have been removed. CWAC admitted to an error in the system Apology issued.</p>	
25/68	<p>Highways: 1. Update on Highway issues: RTA on Runcorn Road last weekend. 2. RS to send TW the report on highways/gulleys to add to the website 3. Fly tipping issues are being reported, but not actioned by CWAC. TW to follow up 4. Kerbside bins – have been removed from the laybys, as CWAC do not have the staff to service them. FCI to monitor. A formal complaint has been raised.</p>	RS TW
25/69	<p>Strategic Plan: SC not present. Deferred to next meeting.</p>	
25/70	<p>Events Working Group: Working group are focusing on events for the whole village. A Spring Fest is planned.</p>	

25/71	Village Hall: 1. Beech tree inspection (bi-annual) TW finding it difficult to gather more quotes as such specialist equipment is require. To bring back to the next meeting. 2. VHMC report – Lending library working well. New frost prevention heaters have been added to the rest rooms. Storeroom to be cleared. Having an independent heat survey carried out in the new year. 3. Online booking system Work in Progress.	TW
25/72	Email Accounts: 4 councillors are still not on the new email accounts. TW offered to assist.	TW
25/73	Defibrillator: Defib is in situ at the Baptist church. Due to not being able to fit on to the building a new electric cable has been fitted at a cost of £1056.00. SG awaiting the corrected invoice for the defib. TW to pay once received. SG to check with the Church over running costs. (@£30/year)	
25/74	Internal Auditor: TW to gather quotes for the next meeting for IA for 2025-26	
25/75	2026-27 Budget: Discussed. All councillors to consider this prior to the next meeting, where the precept will also be set.	
25/76	Meeting Dates: Monthly meeting discussed. Deferred to next meeting.	
25/77	Items for Next Meeting: Beech tree inspection. Final budget. Precept. Meeting Dates. Document Retention Policy.	
25/78	Date of Next Meeting: The next meeting is planned for 14th January 2026 at 19:00 at the Village Hall.	

The meeting closed at 20.05

Signed:

Dated:

Appendix 1.

LITTLE LEIGH PARISH COUNCIL		
Receipts & Payments Schedule		
Presented at meeting:		12.11.25
<u>Income Received</u>		
CIL		£2,472.95
		£2,472.95
<u>Payments ratified/for approval</u>		
R	Weightmans LLP	£1,026.60
A	WFH mth 7	£26.00
A	Contractor	£1,056.00
A	WFH mth 8	£26.00
A	clerks expenses July-August	£77.37
A	clerks expenses Sept-Oct	£55.95
		£2,267.92

Appendix 2.

BANK RECONCILIATION		30.10.25
Co-Op Current Account		£16,949.90
Less unpresented chqs		£1,404.91
Total		£15,544.99
<u>CASH BOOK</u>		
B/F 01.04.25		£14,331.73
Receipts to date		£9,885.72
Expenditure to date		£8,672.46
Balance 30.10.25		£15,544.99