

**LITTLE LEIGH PARISH COUNCIL**  
**Minutes of the 133<sup>rd</sup> Annual Meeting of Little Leigh Parish Council held on**  
**Thursday 7<sup>th</sup> May 2026 at the Leigh Arms, Little Leigh**

**Meeting started 18.30**

| <b>2025-6</b> |  | <b>By:</b> |
|---------------|--|------------|
|               | <p><b>Present:</b> Cllr Sue Beecroft (SB), Cllr Bob King (BK), Cllr Sharon Geary (SG), Cllr Rob McSweeney (RM), Cllr Jenny Jones (JJ), Cllr Christine Ayre (CA)</p> <p><b>In Attendance:</b> Tracey Whitlow – Clerk (TW)</p> <p>20 Members of the Public (MOP's)</p> <p>Note (FCl) refers to Full Council</p>  |            |
|               | <p><b>Welcome:</b></p> <p>SB welcomed the councillors to the 133<sup>rd</sup> AMPC, as outgoing chair.</p>   |            |
| <b>26/01</b>  | <p><b>Election of Chair:</b></p> <ol style="list-style-type: none"> <li>1. Cllr Sue Beecroft was proposed and seconded as chair for the present civic year. Voted unanimously.</li> <li>2. Acceptance of office paperwork signed.</li> </ol>   |            |
| <b>26/02</b>  | <p><b>Election of Vice-Chair:</b></p> <p>Cllr Bob King was proposed and seconded, voted unanimously.</p>   |            |
| <b>26/03</b>  | <p><b>Apologies for Absence were received &amp; accepted from:</b></p> <p>Ward Councillors Lynn Gibbon and Phil Marshall.</p>  |            |
| <b>26/04</b>  | <p><b>Declarations of Members' Interests:</b></p> <p>None</p>  |            |
| <b>26/05</b>  | <p><b>Approval of Minutes:</b></p> <p>The Parish Council <b>Resolved</b> to approve the minutes of the Parish Council meetings held on 11<sup>th</sup> March 2026 as a true and correct record. Signed by the chair.</p>   |            |
| <b>26/06</b>  | <p><b>Chairs Report:</b></p> <p>To be circulated and added to the website.</p>   |            |
| <b>26/07</b>  | <p><b>Policy Review:</b></p> <p>The following policies were reviewed and re-adopted, with a review date of the AMPC 2027 set.</p> <ol style="list-style-type: none"> <li>1. Standing Orders</li> <li>2. Financial Regulation</li> <li>3. Code of Conduct</li> <li>4. Scheme of Delegation</li> <li>5. Internet Banking Policy</li> <li>6. Management Risk Assessment</li> <li>7. Management Strategy</li> </ol> <p>TW to update the policy schedule &amp; website.</p> |            |
| <b>26/08</b>  | <p><b>Election to Working Groups &amp; Committees</b></p> <p><b>Planning Working Group:</b> Cllr Robert McSweeney and Cllr Sharon Geary</p> <p><b>Village Hall Management Committee:</b> Cllr Jenny Jones</p> <p><b>Environmental Working Group:</b> Cllr Sue Beecroft and Cllr Bob King</p>   |            |

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|       | <b>Strategic Plan Working Group:</b> Deferred to the next meeting.<br><b>Communications Working Group:</b> Deferred to next meeting.   |           |
| 26/08 | <b>Public Participation:</b><br>No public present  |           |
| 26/09 | <b>PCSO update:</b><br>No report received. PCSO Simon Donnally is now covering the Little Leigh area. SB to make contact.  |           |
| 26/10 | <b>Ward Councillor Report/s:</b> (unless an agenda item)<br>Written report received, circulated and added to the website.  |           |
| 26/11 | <b>Matters Arising from Previous Minutes:</b> (if not an agenda item)<br>Bank Statement now received from Co-op. Final DD payment has been taken. TW to pay the balance of £183.08 to the Barclays current account.  |           |
| 26/12 | <b>Correspondence</b> of consequence (unless an agenda item)<br>None. All information received acted on or circulated to council.  |           |
| 26/13 | <b>Accounts/Financial:</b><br><b>1. Ratify/Approve Receipts &amp; Payments:</b><br>R&P at 07.05.26 list presented and <b>approved</b> . Appendix 1<br><b>2. Bank Reconciliation:</b><br>As at 27.04.26 Reviewed & <b>approved</b> . Appendix 2<br><b>3. Bank signatories</b> for the coming year confirmed as SB, BK, SG & TW<br><b>4. Pre-authorized payment schedule</b> approved. |           |
| 26/14 | <b>Clerks Report:</b><br>Clerks contract states increase in salary by 1 SCP point on 1 <sup>st</sup> April each year, this was confirmed by FCL.   |           |
| 26/15 | <b>Meeting Dates:</b><br>Meeting dates for the coming civic year confirmed as: normally the 1 <sup>st</sup> Tuesday bi monthly: 30 <sup>th</sup> June 26, 1 <sup>st</sup> September 26, 3 <sup>rd</sup> November 26, 5 <sup>th</sup> January 27, 2 <sup>nd</sup> March 27, 4 <sup>th</sup> May 27.<br>TW to update the website and inform Ward councillors of change of days.        | <b>TW</b> |
| 26/16 | <b>Internal Audit Report:</b><br>AGAR Internal Audit reviewed. Signed by TW and the chair. TW to upload to the website.<br>No recommendations made.  | <b>TW</b> |
| 26/17 | <b>Certificate of Exemption:</b><br>Exemption certificate <b>Resolved</b> to approved and signed by clerk and chair. TW to upload to website and send to the External Auditor.   | <b>TW</b> |
| 26/18 | <b>Annual Governance Statement:</b><br>Reviewed. <b>Resolved</b> to approve. Signed by the clerk and the chair. TW to upload to website.   | <b>TW</b> |
| 26/19 | <b>Account Statements:</b><br><b>Resolved</b> to approve. Signed by TW and the chair. TW to upload to the website.   | <b>TW</b> |

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|-------|---|------------|
| 26/20 | <b>Provision of Public Rights:</b><br>Dates set for <b>Wednesday 03.06.26 to Tuesday 14.07.26.</b><br>Notice to be added to the notice board and website before 03.06.26.   | <b>TW</b>  |
| 26/21 | <b>Planning:</b><br><b>1. New applications received/comments ratified on applications received since the last meeting:</b><br><b>26/00852/FUL</b> - Kingsley, Runcorn Road, Little Leigh- demolition of garage and erection of side extension. – working group to review and circulate response for sending to LPA.<br><br><b>2. Decisions notified from LPA:</b><br>None |            |
| 26/22 | <b>Highways:</b><br><b>1.</b> No new updates.<br><b>2.</b> FCI to take part in the pothole survey from the end of May- July.  | <b>FCI</b> |
| 26/23 | <b>Strategic Plan:</b><br>No update.  |            |
| 26/24 | <b>Events Working Group:</b><br>Garden Trail this month. TW to confirm with the insurance company as to public liability insurance in private gardens during the trail.   | <b>TW</b>  |
| 26/25 | <b>School Defibrillator:</b><br>The school have been contacted and are checking whether they are required to use their preferred contractor. TW to follow up.   |            |
| 26/26 | <b>Village Hall:</b><br><b>1. Beech tree inspection (bi-annual)</b> TW now has a contact number and has contacted contractor for a quote.<br><b>2. VHMC report</b> – Emergency lighting has been upgraded   |            |
| 26/27 | <b>Items for Next Meeting:</b><br>Beech tree inspection. Remembrance Day.   |            |
| 26/28 | <b>Date of Next Meeting:</b><br>The next meeting is planned for <b>Tuesday 30<sup>th</sup> June at 18.30</b> at the Village Hall.   |            |

The meeting closed at 19.30

Signed:

Dated:

Appendix 1.

Appendix 2.

| <b>LITTLE LEIGH PARISH COUNCIL</b>           |                        |                          |
|--|------------------------|--------------------------|
| <b>Receipts &amp; Payments Schedule</b>      |                        |                          |
| Presented at meeting:                        |                        | 07.04.26                 |
| <b><u>Income Received</u></b>                |                        |                          |
| CWAC   | Precept                | £11,750.00               |
|  |                        | <b><u>£11,750.00</u></b> |
| <b><u>Payments ratified/for approval</u></b> |                        |                          |
| A Clerk                                      | Expenses March - april | £48.48                   |
| A ChALC                                      | Membership             | £194.80                  |
| A Mid Ches Footpaths                         | subscription           | £8.00                    |
|  |                        | <b><u>£251.28</u></b>    |

| <b><u>BANK RECONCILIATION</u></b> | <b><u>27.04.26</u></b>   |
|-----------------------------------|--------------------------|
| Co-Op Current Account             | £183.08                  |
| Barclays Current Account          | £265.46                  |
| Barclays Deposit Account          | £23,500.00               |
| <b>Total</b>                      | <b><u>£23,948.54</u></b> |
| <b><u>CASH BOOK</u></b>           |                          |
| Co-Op Account O/B                 | £10,230.08               |
| Barclays Current Ac O/B           | £2,725.36                |
| Barclays Deposit Ac O/B           | £0.00                    |
| <b>B/F 01.04.26</b>               | <b><u>£12,955.44</u></b> |
| Receipts to date                  | £11,750.00               |
| Expenditure to date               | £756.90                  |
| <b>Balance</b>                    | <b><u>£23,948.54</u></b> |

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