

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

Meeting started 18.30

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

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

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

The meeting closed at 19.30

Signed:

Dated:

Appendix 1.

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

Appendix 2.

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