

# **BETCHTON PARISH COUNCIL**

**1<sup>st</sup> May 2025**

**Commenced: 7.30 pm**

**Terminated: 8.40 pm**

**Present: Councillors Batchelor, Beresford, Bradley, Curwen, Freer, Tapper,  
Thomson and Williams**

**There were 2 Members of the Public in attendance at the meeting.**

## **1. APPOINTMENT OF CHAIR**

The Parish Council received resignations from Councillors Curwen and Batchelor, who both intended to stand down from the Parish Council, after this meeting. Members expressed their thanks for their service which, in the case of Councillor Batchelor, was over 50 years.

### **RESOLVED**

**That Councillor Bradley be appointed to the position of Chair of Betchton Parish Council for the 2025/2026 Municipal Year.**

## **2. APPOINTMENT OF DEPUTY CHAIR**

### **RESOLVED**

**That Councillor Tapper be appointed to the position of Deputy Chair of Betchton Parish Council for the 2025/2026 Municipal Year.**

## **3. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Moss.

## **4. DECLARATIONS OF INTEREST**

There were no declarations of interest received from Members of the Parish Council.

## **5. MINUTES**

The Minutes of the proceedings of the Meeting of the Parish Council held on 6<sup>th</sup> March 2025 were approved as a correct record and signed by the Chair.

## **6. PUBLIC FORUM**

Members of the Public referred to ongoing speeding concerns, and the growth of vegetation under the motorway bridge.

### **RESOLVED**

**That Speeding Concerns and Vegetation under the Motorway Bridge, be added to the next Agenda.**

## **7. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURNS 2024-2025**

### **RESOLVED**

**(a) That the following documents, as circulated with the Agenda, be approved:-**

- (i) AGAR Statement of Exemption 2024-2025**
- (ii) Section 1 - Annual Governance Statement 2024-2025**
- (iii) Section 2 – Accounting Statements 2024/25**

**(b) That the following documents, as circulated with the Agenda, be received:-**

- (iv) Annual Internal Audit Report 2024-2025**
- (v) Detailed Internal Audit Report 2024-2025**

## **8. GOVERNANCE 2025-2026**

### **RESOLVED**

That the following Governance documents, as circulated with the Agenda, be approved:-

- (i) Standing Orders 2025-2026
- (ii) Financial Regulations 2025-2026
- (iii) Code of Conduct 2025-2026
- (iv) GDPR Policy 2025-2026
- (v) Retention of Documents Policy 2025-2026
- (vi) Publication Scheme 2025-2026
- (vii) Risk Assessment 2025-2026

## **9. BUDGET AND FINANCE REPORT 2025-2026**

The Parish Council considered a report of the Clerk and Responsible Financial Officer on the following matters. Members noted the recent problems over the laptop and agreed that any future purchases should be authorised by the Clerk in the first instance (detailed in the Financial Regulations):-

### **(i) Transactions**

#### **RESOLVED**

That the following transactions be approved:-

<b>PAYEE/PAYER</b>	<b>DETAILS</b>	<b>RECEIPT</b>	<b>PAYMENT</b>
M Clough	February Salary		£176.09
HMRC	PAYE February		£44.00
Unity Trust Bank	Service Charge		£6.00
St Philips Church	Room Hire since 2022		£312.50
Zurich Municipal	Annual Insurance Premium		£214.00
M Clough	March Salary		£176.09
HMRC	PAYE March		£44.00
Unity Trust Bank	Service Charge		£6.00
CHALC	Annual Subscription		£216.45
Davenport Accountants	Internal Audit		£136.50
M Clough	Replacement Laptop		£269.10
Cheshire East Council	Precept (1 <sup>st</sup> instalment)	£2,870.00	
Avis Curwen	Reimbursement for Bench	£329.09	

### **(ii) Approval of Payments**

#### **RESOLVED**

That the following payments be approved:-

<b>PAYEE/PAYER</b>	<b>DETAILS</b>	<b>PAYMENT</b>
M Clough	May Salary (13 hours @ £16.93 p/h)	Approx. £179.09
HMRC	PAYE May	Approx. £45.00
M Clough	June Salary (13 hours @ £16.93)	Approx £176.09
HMRC	PAYE June	Approx £45.00

### **(iii) Budget Expenditure at 31<sup>st</sup> March 2025**

#### **RESOLVED**

That the following Budget Head Expenditure at 31<sup>st</sup> March 2025, be approved:-

<b>Budget Head</b>	<b>Total Unity</b>	<b>Total NatWest</b>	<b>Budget Allocated</b>	<b>£ Difference</b>
Salary (including HMRC PAYE Costs)	£1,380.27	£0.00	£2,400.00	£1,019.73
Office Expenses	£0.00	£175.00	£200.00	£25.00
Insurance	£214.00	£257.60	£350.00	-£121.60
Information Commissioner	£0.00	£0.00	£40.00	£40.00
Room Hire	£312.50	£0.00	£120.00	-£192.50
Poppies/Wreaths	£0.00	£0.00	£130.00	£130.00
Community Projects	£0.00	£665.24	£1,000.00	£334.76
Village Maintenance	£0.00	£16.00	£150.00	£134.00
Website and Email	£0.00	£288.00	£300.00	£12.00
Subscriptions	£0.00	£210.90	£300.00	£89.10
Internal Audit	£0.00	£0.00	£150.00	£150.00
Contingency	£21.20	£0.00	£500.00	£478.80
CIL Ringfenced	£1,286.89	£350.00	£1,939.00	£302.11
	£3,214.86	£1,962.74	£7,579.00	£2,401.40

**(iv) Explanation of Variances**

There were no variances to the Budget to consider.

**(v) Bank Reconciliation as at 31<sup>st</sup> March 2025**

**RESOLVED**

**That the following Bank Reconciliation as at 31<sup>st</sup> March 2025, be approved:-**

<b>Bank Reconciliation 31st March 2025</b>	
<b>BETCHTON PARISH COUNCIL</b>	
<b>Financial year ending 31 March 2025</b>	
Prepared by: Muna Clough, Parish Clerk & RFO	
Balance per bank statements as at 31st March 2025	£
Unity Current Account	£6,297.63
NatWest Current Account	£0.00
NatWest Savings Account	£0.00
Less: any unpresented cheques	
Unity Current Account	£0.00
NatWest Current Account	£0.00
NatWest Savings Account	£0.00
Add: any unbanked cash	
Unity Current Account	£0.00
NatWest Current Account	£0.00
NatWest Savings Account	£0.00
<b>Net bank balances as at 31st March 2025</b>	<b>£6,297.63</b>
<b>The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows</b>	
<b>CASH BOOK</b>	

Opening Balance (Total Current and Reserve Account)	
Unity Current Account - 01/04/2024	£0.00
NatWest Current Account - 01/04/2024	£2,023.83
NatWest Savings Account - 01/04/2024	£6,840.69
Add: Receipts in the year	
Unity Current Account	£0.00
NatWest Current Account	£2,596.00
NatWest Savings Account	£14.71
Less: Payments in the year	
Unity Current Account	£3,214.86
NatWest Current Account	£1,962.74
NatWest Savings Account	£0.00
<b>Closing balance per cash book [receipts and payments book] must equal net bank balances above</b>	<b>£6,297.63</b>

**(vi) Bank Statements – Unity Trust Bank**

**RESOLVED**

**That the following Unity Trust Bank statements, as circulated with the Agenda, be received:-**

- **28<sup>th</sup> February 2025**
- **31<sup>st</sup> March 2025**

**10. MOTORWAY BRIDGE**

The Parish Council noted that the Clerk had contacted the Local Highways Department again, as both organisations (National Highways and the Local Highways Department) were each claiming that the responsibility for the work belongs to the other organisation.

**RESOLVED**

**That the report be noted.**

**11. FLOODING ON ALSAGER ROAD**

The Parish Council noted that the Clerk had been advised that a Highways Officer attended site on the 13th January 2025 and found a manhole cover on private land that was the source for flooding onto the highway. Cheshire East Highways had since written to the land owner about this as it was their responsibility.

**RESOLVED**

**That concerns over New Inn Lane, be added to the next Agenda.**

**12. PLAY AREAS**

That further to Minute 12 of the last meeting, Councillors Freer and Thomson provided an update of their surveys of the playgrounds in Charles Square and Old School Site.

**RESOLVED**

**That Councillors Freer and Thomson to continue to look into this matter, particularly in relation to seeking approval from Cheshire East Council to install a bench, and refurbish the swings, and report back to the next meeting.**

### **13. BENCHES**

Further to Minute 14 of the last meeting, Councillors Curwen and Tapper reported that they had been unable to source a contractor to install the benches. Councillor Curwen confirmed that a bench had been purchased for Hassall Green and a picnic bench had been purchased for Malkins Bank.

#### **RESOLVED**

**That the Chair to obtain quotes for consideration at the next meeting.**

### **14. PLANNING MATTERS**

There were no planning matters to report to the Parish Council.

### **15. SCHEDULE OF MEETINGS FOR 2025-2026**

#### **RESOLVED**

**That the following schedule of meetings for the Parish Council for the 2025-2026 Municipal Year (all commencing at 7.30 pm) be approved:-**

Thursday, 3<sup>rd</sup> July 2025 – Malkins Bank Golf Club

Thursday, 4<sup>th</sup> September 2025 – St. Philips Church

Thursday, 6<sup>th</sup> November 2025 – Malkins Bank Golf Club

**\*Friday, 2<sup>nd</sup> January 2026 – to be reconsidered**

Thursday, 5<sup>th</sup> March 2026 – Malkins Bank Golf Club

Thursday, 7<sup>th</sup> May 2026 – Annual Parish Meeting (7.00 pm) St Philips Church

Annual Parish Council Meeting (7.30 pm) St Philips Church

### **16. URGENT ITEMS**

#### **RESOLVED**

**That the following matters be considered at the next meeting:-**

(i) **Defibrillator**

(ii) **Allocation of Responsibilities**

(iii) **Development on Roughwood Lane**