Cheshire West and Chester Council

Delegated report	**Date: 10 September 2026**
Neighbourhood application area:	**Kelsall and Willington**

Regulation No. 5 of the Neighbourhood Planning (General) Regulations 2012 (as amended).

Area name:	**Kelsall and Willington Neighbourhood Plan Area**
Applicant name:	**Kelsall Parish Council**
Ward:	**Tarvin and Kelsall**
Ward Member:	**Cllrs Tom Cooper and Ted Lush**
Case officer:	**Nathan Hughes**
Recommendation:	**Approval**

1 Introduction

1.1 This delegated report relates to assessment of the application for designation of the Kelsall and Willington Neighbourhood Plan Area.

1.2 The application for the designation of Kelsall and Willington Neighbourhood Area was made under Regulation 5A of the Neighbourhood Planning (General) and Development Management Procedure (Amendment) Regulations 2016 (as amended) (the Regulations). It complied with the requirements of the Regulations as it included: a map identifying the area to which the area application relates; a statement explaining why the area is considered appropriate to be designated as a Neighbourhood Plan Area; and a statement that the organisation making the area application is a relevant body for the purposes of section 61G of the Town and Country Planning Act 1990 (as amended).

2 Area description

2.1 The proposed Kelsall and Willington Neighbourhood Area is the area covered by Kelsall Parish Council and Willington Parish Council. The Neighbourhood Area Application is in relation to the review of the made Kelsall and Willington Neighbourhood Plan, the whole of Kelsall Parish area was included in the original Plan but for the review the area will be extended to include the whole of Willington Parish too. The Neighbourhood Area is located within the Tarvin and Kelsall ward.

2.2 A map of the proposed Kelsall and Willington Neighbourhood Area is attached to this report.

3 Publicity

3.1 In accordance with regulation 5A of the Neighbourhood Planning (General) and Development Management Procedure (Amendment) Regulations 2016, a consultation period on the Kelsall and Willington Neighbourhood Area application is required. This is because there is part of the specialised area within the Neighbourhood Area which extends outside of the Parish Council's area / boundary.

3.2 The Neighbourhood Area application was out for consultation from 23 July to 4 September 2026.

4 Issues and assessment

4.1 The main issues in determining this application are:

- Whether an application for a Neighbourhood Area has already been made covering all or part of this area (as there can only be one Neighbourhood Area in each location and they cannot overlap).
- Confirmation that the applicant is a 'relevant body' to undertake neighbourhood planning in that area in accordance with section 61G of the 1990 Act (i.e. a parish council or Neighbourhood Forum).
- Assessment of whether the extent of the Neighbourhood Area is appropriate.

4.2 Having assessed the application it is confirmed that:

- No other application has previously been made covering all or part of this area.
- Kelsall Parish Council is a relevant body to undertake neighbourhood planning in that area in accordance with section 61G of the 1990 Act.
- The Neighbourhood Area is considered appropriate as it follows the boundary of the area covered by Kelsall Parish Council and Willington Parish Council.
- The proposed Neighbourhood Area shares boundaries with three made neighbourhood plans (Cuddington Parish, Hartford and Northwich). None of these areas overlap with the proposed neighbourhood area.

4.3 It is therefore considered to be an appropriate area for which to prepare a Neighbourhood Plan.

5 Conclusion and Decision

5.1 The application for the Kelsall and Willington Neighbourhood Area complies with the requirements of the Regulations.

5.2 The decision is made that the Kelsall and Willington Neighbourhood Area is approved and is formally designated for the following reasons:

- No other applications have been made for Neighbourhood Areas covering all or part of the area.

- Kelsall Parish Council is the relevant body to undertake Neighbourhood Planning.
- The Neighbourhood Plan Area follows the boundary of the area covered by Kelsall Parish Council and Willington Parish Council and it is appropriate for development in this area to be guided by a Neighbourhood Plan.

5.4 The Head of Planning and Place Making hereby exercises their delegated authority to agree the area application.

5.5 A copy of this note will be sent to Kelsall Parish Council and relevant local Councillors.

5.6 In accordance with Regulation 7 of the Regulations, as soon as possible after the date of the decision the Council will publish the following on its website:

a) Name of the Neighbourhood Area
b) Map which identifies the area
c) Name of the relevant body who applied for the designation.

6 Attachments

6.1 Copy of application form and map of Kelsall and Willington Neighbourhood Area.

Signed

Rob Charnley
Head of Planning and Place Making

Date **10 September 2026**

Application to designate a Neighbourhood Area

Town and Country Planning Act 1990 (as amended)

Neighbourhood Planning (General) Regulations 2012

Please note that the information provided on this application form may be published on the Authority's website.

If completing by hand, please use block capitals and black ink.

1) Applicant contact details

(representative from Parish Council or Neighbourhood Forum)

Title and full name

Councillor Claire Deruty

Address and postcode

[redacted]

Email address

[redacted]

Cheshire West and Chester Council

2) Relevant body

Please confirm that you are the relevant body to undertake neighbourhood planning in your area in accordance with section 61G of the 1990 Act and Regulation 5(c) of the 2012 Regulations (i.e. a Parish Council or Neighbourhood Forum).

(please select one answer)

Yes ..... ◉ *No* ..... ○

Name of Parish Council or Neighbourhood Forum

Kelsall Parish Council

If a Neighbourhood Forum, has this been designated yet?
(please select one answer)

Yes ..... ○

No - but application submitted ..... ○

No - application not yet submitted ..... ○

3) Name of Neighbourhood Area

Please give the name by which your Neighbourhood Area will be formally known.

Kelsall and Willington Neighbourhood Plan area

4) Extent of the area

Please indicate below and attach an OS plan showing the intended extent of the area.

(please select one answer)

Area not covered by a Parish ..... ○

Whole Parish boundary area ..... ○

Part of one Parish ..... ○

Includes more than one Parish (please complete section 6 below) ..... ◉

A map showing the area to which the application relates has been attached. ..... ☑

5) Intention of the Neighbourhood Area

Please indicate which of the following you intend to undertake with your Neighbourhood Area.

(please select all that apply)

Neighbourhood Development Plan ..... ☑

Neighbourhood Development Order ..... ☐

Community Right to Build ..... ☐

6) Additional Parish details (if applicable)

Please complete this section if the proposed Neighbourhood Area includes more than one Parish.

Please provide details of the additional area covered and the name(s) of the relevant Parish/Parishes.

The Neighbourhood Area also includes:

- the whole of Willington Parish
- a small area of Delamere and Oakmere parish
- a very small area of Ashton Hayes & Horton-cum-peel parish

THe last two are due to their original inclusion in the 2017 Kelsall & Willington Neighbourhood Plan.

If the neighbourhood area includes the whole or any part of the area of another Parish council, the lead Parish council is authorised to act in relation to the neighbourhood area only if the other Parish council(s) have given their consent.

Please provide the name and signature of a representative from each relevant Parish council to confirm that the Parish council have provided formal agreement and are happy for you to act on their behalf.

Attached are minutes from the relevant Parish Council meetings for all three areas.

- Ashton Hayes Parish Council minutes for May 2026 showing approval, item 2026/004
Contact: Trudy Ryall-Harvey, clerk

- Delamere and Oakmere, minutes of the Parish Council meeting for November 2025 (item13)
Contact; Ms Joanne Monks, Clerk

- Willington, minutes of the Parish Council meeting for January 2026 showing approval
(item 25/111.3)
Contact name: Stuart Ingram, chair

Cheshire West and Chester Council

For all applications

Please describe below why you consider that the extent of the neighbourhood area is appropriate.

If possible, please provide a copy of the minutes of the Parish Council meeting(s) at which it was agreed that the whole/part of the Parish council area could be included in the Neighbourhood Area and that the applicant Parish Council were authorised to act as the lead authority on Neighbourhood Planning work.

The current area designation relates to the review of the made Kelsall & Willington Neighbourhood Plan. The whole of Kelsall parish area was already included in the original area.

For this review we would like to extend the NP area to the whole of Willington Parish, at the request of Willington Parish Council. This is for the sake of consistency, to simplify handling of any planning matters in the Parish.

The original NP area was designated before the last review of administrative boundaries (2015), when the Delamere & Oakmere and Ashton Hayes area were in Kelsall Parish. As they both are more closely related to the built-up area of Kelsall, it was decided to keep them in the NP area. This logic still applies.

However we have decided to remove a small area of Tarvin Parish (in Oscroft), which was part of the original NP Area in 2017. Again this is at the request of Tarvin Parish Council, who are updating their own Neighbourhood Plan and woudl like the boundaries to match the current parish boundaries.

7) Declaration

I hereby apply to designate a Neighbourhood Area as described on this form and the accompanying plan.

Name

Claire Deruty

Signature

Date

19/06/2026

Ashton Hayes and Horton cum Peel Parish Council

MEETING MINUTES

Monday 11th May 2026, at 7.15pm in The Parish Room, Golden Lion Community Hub, Kelsall Road, Chester CH3 8BH.

Present:	Cllr R Arnold	Cllr I Ridgley
	Cllr B Craven	Cllr P Mitchell - Chairperson
	Cllr I Dossett	Cllr P Varey
	Cllr S Eadie	
Clerk:	Mrs T Ryall-Harvey	Members of the Public: 0

Cllr Mitchell opened the meeting and welcomed everyone to the Annual (First) meeting of the Parish Council for 2026-27.

ELECTION OF CHAIR AND VICE-CHAIR FOR 2026-27
RESOLVED 26/001 - that Peter Mitchell be elected as Chair for 2026-27, nominated by Cllr Craven, seconded by Cllr Varey and unanimously approved.
RESOLVED 26/002 – that Paul Varey be elected as joint Vice-Chair for 2026-27, nominated by Cllr Craven, seconded by Cllr Mitchell and unanimously approved.
RESOLVED 26/003 – that Ian Dossett be elected as joint Vice-Chair for 2026-27, nominated by Cllr Craven, seconded by Cllr Mitchell and unanimously approved.
The Councillors signed their Acceptance of Office.

APOLOGIES: Apologies were received and accepted from Cllr R Kinsey.

DECLARATIONS OF INTEREST – Cllr Ridgley declared a disclosable pecuniary interest in items relating to Ashton Hayes Sports and Recreation Association and undertook not to participate in any discussion or vote on the matter and agreed to leave the room unless the Chairman granted him a dispensation when this item was discussed.

EXCLUSION OF PRESS AND PUBLIC – no items on the agenda were excluded from the press and public.

PUBLIC PARTICIPATION

Cllr Craven reported that Old Lane was getting narrower and narrower due to the road not being cleaned and mud / debris encroaching into the road.
Cllr Arnold confirmed that this is also the case for Grange Road.
ACTION: Clerk to report to Cheshire West and Chester Council (CWaC) – Grange Road, Old Lane and Gongar Lane (bottom end).

Cllr Eadie wished to remind CWaC of the concerns residents had with the junction of A54 and Ashton Lane and try to expedite the project to explore altering the junction. It was suggested that this be raised upon completion of the resident's survey as any concerns raised in the survey, could assist.

[redacted]

Tarvin and Ashton Scout Group had contacted the Parish Council as they were looking for funding to replace their camping stoves and sought funding of £220 toward this. Cllr Mitchell reported that he had written back to confirm that the Parish Council have a grant giving policy but unfortunately the opportunity to apply for a grant had now closed for this year and suggested that the Scouts also contact Tarvin Parish Council. Cllr Mitchell then confirmed that the Scouts had found funding internally.

Cllr Dossett also confirmed that the Scouts had now got their solicitor liaising with United Utilities on the onto transferring of the leasehold for the land off Peel Lane.

Incident in the park – a resident contacted the Parish Council following an incident in the Park when their partner was passing bags over the fence, between the play area and car park, and trod on this nail with the wood still attached. – this information has been forwarded to AHSRA for them to action.

EXTERNAL MATTERS

Meeting with PCSO James Hannath, 21st April 2026 – Cllr Mitchell, Cllr Eadie and Cllr Ridgley reported upon a recent meeting with PCSO Hannath that had been held in the Golden Lion to discuss area's of concern the Parish Council. It was reported that PSCO Hannath had already identified 'speeding' as an issue for the parish and was undertaking regular monitoring.

The clerk highlighted the next meeting with PC Owain Hughes was due to take place on 27th May between 1800 – 1900 at Manley Village Hall and sought a representative from the Parish Council to attend this meeting. Cllr Eadie and Cllr Ridgley to potentially attend this meeting.
ACTION: Clerk to check if this meeting is still taking place.

Is it possible for James Hannath to report the lack of white lines on the junction of A54/Ashton Lane due to the potential for accidents.

Neighbourhood Plan Area approval - It was reported that Kelsall Parish Council had contact the Parish Council with regards to a small area off Hollands Lane that is in the parish of Ashton Hayes and Horton-cum-Peel but originally sat in the parish of Kelsall when Kelsall was writing it's neighbourhood plan. Kelsall Parish Council are currently looking to revise their neighbourhood plan and therefore sought the confirmation of Ashton Hayes and Horton-cum-Peel Parish Council that this land could stay within the Kelsall and Willington NP Area. This was discussed and it was unanimously **RESOLVED 26/004** that the Parish Council agreed to keep this land within the designated area of Kelsall and Willington's Neighbourhood Plan and it should continue to be treated as undeveloped Green Belt land.

West Cheshire Town and Parish Council Conference 2026 – Wednesday 17th June 2026 at Room One, Hartford Golf Club, Burrows Hill, Northwich CW8 3AP between 4.00pm and 6.30pm it was confirmed that Cllr Mitchell would attend to represent the Parish Council. **ACTION:** Cllr Dossett to confirm to the clerk if he is able to attend.

ACCEPTANCE OF MINUTES.

It was proposed by Cllr Dossett and seconded by Cllr Craven and unanimously **RESOLVED 26/005** that Cllr P Mitchell, as Chairperson, sign the minutes of the Parish Council meeting of 13th April 2026 as a true and correct record.

[redacted]

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ACTIONS SINCE LAST MEETING

The Action List dated 13th April 2026 was circulated with the agenda for the attention of Parish Councillors.

- Parish Council had spoken with the Primary School about considerate parking.
- Cllr Mitchell had send letter to UU, via the clerk, about clearer signage on road closure in Delamere Forest, United Utilities responded immediately and Cllr Mitchell discuss the issues and concerns with UU. UU undertook to review the signage to see if it could be improved. It was noted that no changes had been made following this discussion and it was suggested that Cllr Mitchell contact UU again.
- Clerk had responded to CWaC regarding Ashton Hayes Cricket Club.
- Cllr Ridgley had spoken with AHMCS to see if the residents survey responses could be collated with them.
- Clerk had reported the closed footpath due to the badger damage being open and in use, together with the request for a site meeting with the landowner prior to work being undertaken and chased with the PROW on 23rd and the PROW had responded to say that the footpath does needs to be closed again, and he is raising a job to cover the holes as a temporary solution.
- Cllr Kinsey reported via the clerk, that Cheshire West and Chester had now confirmed that the tree overhanging on Gongar Lane was their responsibility and agreed to undertake any work required.

The following items were reported and closed on the action list:

- Pay invoices
- Put minutes on website
- Response submitted to Planning Department for 26/00966/CAT, 26/00898/FUL & 26/00815/FUL

All other actions remain outstanding and will be brought to future meetings.

PLANNING

The council noted the Planning Register as circulated at the meeting dated 01/05/2026.

It was noted that the following planning application had received a determination from the principle authority since the last meeting:

- 23/02826/FUL – Timadon, Delamere Road, Ashton Hayes CH3 8AH – Relocation, extension and conversion of existing built form to create a single unit of holiday accommodation – ***approved.***

It was noted that responses to the following planning application had been submitted since the last meeting:-

- 26/00898/FUL - 4 Old Hall Court Ashton Hayes Chester CH3 8BS - Installation of two dormers both side elevations to first floor and application of render. The Parish Council had submitted a response in ***neutral*** to this application.
- 26/00815/FUL – Peel Hall, Gongar Lane, Mouldworth CH3 8AY – Retrospective change of use of building from agriculture to commercial stud use. The Parish Council had submitted a ***neutral*** response to this application.

It was reported that the following planning application had been received since the agenda had been sent out:-

[redacted]

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- 26/01084/FUL - 19 Pentre Close, Ashton Hayes, Chester, CH3 8BR - Conversion of an existing garage into bedroom accommodation with a pitched roof and rooflight, alterations to windows and doors, rendering to all elevations, and demolition of existing conservatory. The Parish Council agreed to submit a ***neutral*** response to this application.

It was reported that the following planning application had gone to appeal since the last meeting:-

- 26/00043/REF (25/03884/AGR) – Land at Old Lane, Ashton Hayes, Chester – Erection of steel framed agricultural shed.

ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2025-26

The clerk provided the meeting with a summary report regarding the finances for 2025-26. This included the end of year cashbook, bank reconciliation, explanation of significant variances and explanation for the high reserves.

Cllr Dossett requested that the Loan to the golden Lion needs to be added to the Asset Register to record a non-capital item of £100,000 loan (Financial Assets), Golden Lion Shares need to be included also.

Annual Internal Audit Report – the council noted the Annual Internal Audit report that was signed by the Internal Auditor.
Governance Statement – **RESOLVED 26/006** – that the council agree to all points on the Governance Statement Section 1 of the Annual Governance Statement for 2025-26.
Accounting Statement – **RESOLVED 26/007** – that the council agree the accounting statement for 2025-26.
Notice of Public Rights – **RESOLVED 26/008** - that the RFO signed the notice of Public Rights to take place between 3rd June 2026 & 14th July 2026.

ACCOUNTS

Cashbook & Outturn

The year-to-date Cashbook and Outturn reports were provided to the meeting dated 20/04/2026.

Insurance Renewal

The Clerk reported that she had obtained quotes from two insurance companies for Parish Council insurance for 2026-27. Cllr Dossett proposed, Cllr Mitchell seconded and in was unanimously **RESOLVED 26/009** that the Parish Council move to Zurich Town and Parish for their insurance for 2026-27.

Cllr Mitchell asked for confirmation that the Parish Council had sufficient insurance in place with this new provider to cover the items they owned that would be stored at AHSRA. It was confirmed that as those items were on the Parish Council's Asset Register they would be covered by the insurance.

Internal Audit Report

The Clerk reported that the Internal Audit had been completed. The comments and recommendations from the internal auditor were as follows:-

Recommendations of previous auditor have been carried out satisfactorily.

The council operates a good system of internal control and governance and the Internal Auditor was satisfied that the accounts and systems used comply with the standard expected of the Council.

[redacted]

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Cllr Mitchell highlighted the following item for noting:-
Payroll/HR – No evidence of employment contract, appraisals etc – it was agreed that the clerk should include a redacted contract and minutes noting when appraisal has taken place in the future.

The Parish Council also noted the recommendation to complete an intermediate mid-year audit however decided that they felt confident there was sufficient levels of reporting and scrutiny on a month basis and therefore did not consider this to be required at this time.

Regular Payments for Approval
It was proposed by Cllr Varey seconded by Cllr Craven and unanimously **RESOLVED 26/010** that the list of regular payments be approved for payment in between meetings in-line with the budget.

Clerk's Salary + HMRC PAYE Pension Payment
Internal Audit Fees
External Audit Fees
Payroll Services
Website and Domain Name Parish Meeting
Gardening
Clerk's Expenses
Training
Chairman's Allowance
CHALC Membership
Other Memberships
Data Protection Subscription Around Ashton Costs
Grants
Community cleanup Community Events
Plastic Free Village
Planting – Wildflowers & Daffodil
Flood Mitigation
Ad Hoc Beneficial items (S137)

To note income received and expenditure paid out since the last meeting.
Proposed by Cllr Dossett and seconded by Cllr Craven and unanimously **RESOLVED 26/011** that the council note and accept the income and expenditure presented to the meeting for approval as set out below:

Income received since the last meeting for noting:				**Gross Amount**	**Comment**
15/04/2026	Compound Interest			£53.63	Skipton's Interest Payment April
Payments made since the last meeting for approval					
Date	**Payable to**	**Net Amount**	**VAT**	**Gross Amount**	**Comment**
23/04/2026	University of Chester	£330.00	£0.00	£330.00	Printing of Residents Survey
Payments not yet made for approval:-					
Payable to		**Net Amount**	**VAT**	**Gross Amount**	**Comment**
Mrs T Ryall-Harvey		£876.34	£0.00	£876.34	Salary Tax Point 2
Zurich Town and Parish Council Insurance		£363.00	£0.00	£363.00	Annual Parish Council Insurance
Parish Online		£340.00	£68.00	£408.00	Annual Website Services and Domain Registration
Mrs T Ryall-Harvey		£14.60	£0.00	£14.60	Expenses

[redacted]

GOLDEN LION COMMUNITY BENEFIT SOCIETY – Cllr Dossett proposed that the Parish Council spend £240 on shelving for the storage of their assets in the Pavilion, this was seconded by Cllr Mitchell and unanimously **RESOLVED 26/012**.
ACTION: Clerk to arrange the purchase and liaise with Ian Ridgley for the delivery.

HIGHWAYS
Speeding Update – It was reported that the Amber flashing lights that we reported as not working outside the school was also raised with the Highways Engineer and they confirmed that there is a technical issue with the amber flashing lights relating to the closure of TWM which has resulted in the lights not working. CWaC are currently looking at what action they take – either speak to Roadside Technology or install amber lights from another provider – therefore the advisory 20mph will not be installed until this issue is rectified – this affects the 20mph advisory outside the school and not the Parish Council's 20mph speed reduction.

Information had been sought from CWaC and Willington Parish Council in relation to the installation of pole mounted VAS Machines.

The clerk reported that following speaking with the Highways Engineer CWaC's stance was that if the Parish Council purchased a post mounted SID and installed two poles then when the SID was not in use in one location the pole would need to be removed. This was felt not to be a workable solution as there would be significant costs to the Parish Council for this. Therefore, it was discussed and decided that the Parish Council should purchase one pole mounted SID and locate it on Church Road and rotate it every two months.

It was proposed by Cllr Eadie and seconded by Cllr Dossett that the Parish Council purchase a solar panel, pole mounted SID, this was unanimously **RESOLVED 26/013**.
ACTION: Clerk to find out from CWaC how much it will cost to install a pole or provide another contractor to install the pole.

ENVIRONMENT
Pink Poo Campaign – it was reported that the Pink Poo Campaign run in April around the village had identified that Whitegate Lane footpath down to the kissing gate was by the far the worst location for dog waste not being removed. Cllr Varey undertook to include something in the next edition of Around Ashton highlighting the issues and reminding people to that they must pick up any dog foul waste.
ACTION: Ask CWaC to see if they have larger dog fouling signs that we can use.
ACTION: Feedback as to why the dog foul that was reported was not all picked up.

PARISH COUNCIL MATTERS
Roles and Responsibilities
RESOLVED 26/014 – That the following roles and responsibilities of the Parish Council were agreed for 2026-27:

- Planning Committee – The advisory sub-group consisting of Cllr Dossett, Cllr Ridgley and Cllr Craven consider new applications. The Clerk to circulate new applications to the whole council for information.
- Around Ashton – Cllr Varey, Cllr Craven
  The newsletter will continue to be a standing item on Parish Council agendas and contributions to the writing of pieces from other Cllrs would still be appreciated.
- Tarvin Educational Foundation – Cllr Craven
- AHSRA – Cllr Ridgley.

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- Cheque signatories – Cllr Varey, Cllr Dossett, Cllr Mitchell
- Footpaths – Cllr Kinsey and Cllr Arnold
- Highways matters - All Parish Councillors to act as appropriate
- Speedwatch Liaison – Cllr Eadie
- Health & Safety Lead – Cllr Craven
- Financial Lead – Cllr Dossett
- Risk Assessment Lead – Cllr Mitchell
- Electronic Communications Lead – Cllr Varey
- Community Response and Resilience Planning (Red Watch Team) – Cllr Mitchell (Lead), Cllr Eadie & Cllr Varey
- Community Clean-Up – Cllr Varey, Cllr Arnold & Cllr Craven
- Staffing Committee –Cllr Dossett (Chair), Cllr Mitchell & Cllr Craven

Flooding Working Group – Cllr Eadie, Cllr Mitchell (Lead), Cllr Varey, Cllr Dossett, Gavin Connery.

Speed Watch Working Group – Cllr Eadie (Lead), David Rounthwaite, Peter Wolveridge, Bob Hooks, Nicola Whitelock-Wainwright, Philip Goodall, Alan Goodall, James Lutton, Steve Clapham, Jon Critchley, Paul Varey.

Speed Indicator Device Management Working Group – Cllr Arnold, Cllr Eadie & Cllr Ridgley,

Schedule of Meetings

RESOLVED 26/015: that Parish Council meetings take place on the 2nd Monday in the month, starting at 7.15pm in the Parish Rooms unless otherwise advertised. Dates agreed were:

Monday 8th June 2026
Monday 13th July 2026
Monday 14th September 2026
Monday 12th October 2026
Monday 9th November 2026
Monday 14th December 2026
Monday 11th January 2027
Monday 8th February 2027
Monday 8th March 2027 with Parish Meeting
Monday 12th April 2027
Monday 10th May 2027 – Annual (First) Meeting

AROUND ASHTON

All items for inclusion in the next Around Ashton had been submitted prior to the meeting. Cllr Varey sought clarification on which 'Message in a bottle' poster the Parish Council wanted to use for Around Ashton.

Around Ashton – Cllr Dossett asked for notification as to when the Around Ashton's would be circulated as he wanted to liaise with Mr Powers regarding distribution in his patch and encouraging residents to go paperless.

DATE OF NEXT MEETING

The next meeting of the Parish Council will take place on Monday 8th June 2026 at 7.15pm in the Parish Room, Golden Lion Community Hub, Kelsall Road, Ashton Hayes CH3 8BH.

The meeting closed at 21.31

Signed [redacted] Dated: 8/6/26

Delamere & Oakmere Parish Council Meeting

MINUTES OF THE PARISH COUNCIL MEETING OF DELAMERE AND OAKMERE PARISH COUNCIL HELD ON MONDAY 17TH NOVEMBER 2025 AT 7PM

Present: Councillor D Rutter, Councillor C Topping, Councillor A Bell, Councillor F Goodier, Councillor J Edwards, Councillor D Rutter, Councillor H Dilliway-Nickson and newly co-opted Councillor R Tattersall.

Also, present Clerk, Mrs J Monks and Cheshire West and Chester Ward Councillor T Cooper.

1 Welcome and apologies for absence

The Chair of the Parish Council, Councillor D Rutter welcomed everyone to the Parish Council meeting. Cheshire West and Chester Ward Councillor T Lush sent their apologies for the meeting.

2 Member's Code of Conduct and declarations of interest

There were no declarations of interest.

3 Public Speaking Time

There were no members of the public present.

4 Cooption of Parish Councillor

RESOLVED that;

Mr. Rex Tattersall was co-opted onto the Parish Council for a seat in the Delamere ward. The clerk asked Mr. R Tattershall to complete a declaration of interest form and sign an acceptance of office form.

The clerk confirmed that the declaration of interest form would have to be displayed on the Parish Council's website as this was a legal requirement.

The clerk would also set up an official email address for the new Parish Councillor and circulate the training schedule from Cheshire Association of Local Councils.

5 Minutes of the last Parish Council meeting

RESOLVED that;

The minutes of Delamere and Oakmere Parish Council on Monday 20th October 2025 were approved.

6 Progress Reports and Outstanding Items

The meeting with Forestry England had been undertaken on Monday 10th November, Councillor C Topping and Councillor D Rutter had attended this meeting along with representatives from Norley Parish Council. Forestry England will circulate minutes to all parties. Traffic management for the concerts was discussed along with the provision of Portaloos for the events and a meeting with the management of the concerts will be arrange in the new year. The clerk was asked to put residents survey in relation to the concerts on the agenda for the next Parish Council meeting and to research different ways of undertaking a survey of residents. The Forestry Commission promised to advice residents and the Parish Council with regards to any planned filming in the forest in the future.

The clerk confirmed that the Parish Council has received £7,386.58 for payment of the Community Infrastructure fund.

The clerk reported that the next Crown Farm liaison meeting is on Thursday 27th November 16.00 - 17.30.

7 Planning

The planning applications that had been received up to Monday 17th November 2025 were considered.

RESOLVED that;

(a) No objections were to be made to 25/02947/FUL, Change of use and conversion of agricultural building to 1 no. residential dwelling (C3) with first floor rear extension and associated building works. Harthill Bank Farm Gallowsclough Lane Norley WA6 8LQ.

(b) No objections were to be made to 25/03316/PAA, Re-roof and build-up of existing external walls to create additional storey. Yonder Bungalow Chester Road Delamere.

(c) No objections were to be made to 25/03171/FUL, Proposed siting of 2 new residential caravans, increasing approved onsite park numbers from 35 to 37 units. Forest Road Caravan Park Forest Road Oakmere Northwich CW8 2DY.

Cheshire West and Chester Ward Councillor T Cooper reported that the Head of Planning of Cheshire West and Chester Council attended Tarvin's Parish Council meeting and will be attending Kelsall Parish Council meeting in the new year and all Parish Councillors are invited to attend and ask questions on the local plan and any proposed new housing developments in the area.

8 Finance

The clerk reported that the current bank balances were as follows and bank statements showing these amounts were presented and signed by the Chair.

Current Bank account balance is £4,045.61 as at 31st October 2025.

Savings account balance is £25,416.42 as at 31st October 2025.

Income received; £450.00 Christmas tree donations and £68.89 interest on savings account.

RESOLVED that;

the following payments be authorised;

October 2025 debit card payments are as follows;

Amazon	replacement batteries for defib	27.91	5.58	33.49
Microsoft	Office renewal	70.83	14.16	84.99

November 2025 Payments are as follows;

Joanne Monks	Pay for Nov	607.91
Cheshire Pension Fund	Pension contributions for Nov	217.13
Joanne Monks	Clerk Expenses Nov	38.60

9 Meeting dates for 2026

RESOLVED that;

The Parish Council meeting dates were agreed to be the following;

Monday 19th January	Monthly Parish Council Meeting	7pm
Monday 16th February	Monthly Parish Council Meeting	7pm
Monday 23rd March	Monthly Parish Council Meeting	7pm
Monday 20th April	Annual Parish Meeting	7pm

 Chairman's initial……

Monday 20th April	Monthly Parish Council Meeting	7pm
Monday 18th May	Annual Meeting of the Parish Council	7pm
Monday 18th May	Monthly Parish Council Meeting	7pm
Monday 15th June	Monthly Parish Council Meeting	7pm
Monday 20th July	Monthly Parish Council Meeting	7pm
Monday 21st September	Monthly Parish Council Meeting	7pm
Monday 19th October	Monthly Parish Council Meeting	7pm
Monday 16th November	Monthly Parish Council Meeting	7pm
Monday 14th December	Monthly Parish Council Meeting	7pm

The meeting dates for 2026 were agreed as follows and the clerk was requested to circulate and put on the website.

10 Christmas

The clerk confirmed that the Parish Council had received the following donations towards the Christmas tree;

J&S £150.00
Forresters £300.00

L&Q confirmed that they are unable to make a donation this year.

The clerk reported that the Christmas income and expenditure was as follows;

Christmas income/expenditure

Xmas 2024 Total Income	3150.00
Xmas 2024 Total Expenditure	2301.12
Amount to be earmarked for 25/26	848.88
J&S Ass donation	150
Forresters Donation	300.00
Total income	1,298.88
Lighttech charge for installation	980
sweets and decorations	51.50
difference surplus	267.38

The clerk confirmed that she had also received a further donation of £200.00 so the surplus would be £467.38.

Councillor C Topping reported that no new banner had been purchased for this year. The tree was up and the electrician was due to install the lights on Friday 21st November in advance of the event on Saturday. The church were organising the indoor event.

The clerk was asked to put an agenda item on the May Parish Council meeting for the Parish Council to apply for a Ward Members grant for the tree for 2026. The clerk was also asked to put an agenda item for the December Parish Council meeting in order to review the event.

An electrician will look at the timer for the lights.

11 Little Wood

Councillor D Rutter confirmed that he was liaising with United Utilities with regards to further funding for works at Little Wood. Councillor J Edwards suggested a solar powered pump to clear the water out.

Councillor D Rutter will send a photo of the plaque once it has been put up in Little Wood.

12 Posters from Delamere School

RESOLVED that;

The cost of up to £150.00 plus VAT was approved for posters to be displayed around the Parish. Councillor F Goodier will deliver them to the company for production and the invoice will be sent to the clerk for payment.

13 Neighbourhood Plan

The clerk had received a request from Kelsall Parish Council as Kelsall & Willington are reviewing their Neighbourhood Plan, to reflect the new situation regarding housebuilding. Part of the Neighbourhood Plan area is within Delamere and Oakmere Parish as such they would like the Parish Council's agreement to keep this boundary.

RESOLVED that;

The previously agreed boundary for the Neighbourhood Plans would continue.

The clerk was asked to contact Cheshire West and Chester Council to obtain a physical copy of the Parish boundaries. The clerk will circulate the online mapping system which shows the Parish boundaries for all Parish Councillors.

14 Dog bin at Frith Avenue

Cheshire West and Chester Council have confirmed that they will not pay for a new dog bin as the dog bin at Frith Avenue is not owned by Cheshire West and Chester Council. Cheshire West and Chester Council could install a new multi-use bin but this would cost £259.00. Alternatively the Parish Council could purchase their own bin and install.

RESOLVED that;

The Parish Council would purchase a new dog bin for the land at Frith Avenue with the cost of up to £200.00 plus VAT.

Cheshire West and Chester Ward Councillor T Cooper confirmed that the Parish Council could apply for funds via the Ward Members budget for this.

The clerk would order and would get it delivered to Councillor D Rutter for installation.

15 Update from Cheshire West and Chester Councillors

Cheshire West and Chester Ward Councillor X reported that the speed limit on the A556 has been amended and the speed camera has been requested to be adjusted. Councillor D Rutter reported that the speed camera looked dangerous as it was rotten. Cheshire West and Chester Ward Councillor T Cooper will report this to Cheshire West and Chester Council for their attention.

Cheshire West and Chester Ward Councillor T Cooper that he had been in contact with a resident from Tattenhall regarding recycling of blister packs. Delamere Community Centre Association would need to consider the siting of any recycling bin at the community centre.

16 Councillor's report and future agenda items

Councillor A Bell advised that the next edition of the newsletter was due out this week. Councillor F Goodier asked if future editions could be done before any events in order to promote these.

Councillor C Topping reported that the Highway Heros scheme was good and had inspired residents and other Parish Councils to get involved. Councillor F Goodier asked for an agenda item for the next meeting in December to undertaken some work which was required. Councillor F Goodier had contacted the Highways Department of Cheshire West and Chester Council with regards to an A-board advertising the event and this was under consideration by Cheshire West and Chester Council.

Councillor F Goodier reported that Heaths Lane was full of pot holes and asked the clerk to report this to Cheshire West and Chester Council for their attention and for the clerk to also contact the neighbouring parish and ask them to also raise this with Cheshire West and Chester Council.

Councillor F Goodier reported that the road marker on Station Road needs painting. Councillor A Bell will ask a resident to paint accordingly.

Councillor F Goodier reported that she had replied to the guide regarding her letter to the Parish Council.

Councillor J Edwards asked for an agenda item for the next meeting to look at getting benches installed at bus stops.

Councillor D Rutter reported that some trees were dangerous on the common land at Abbey Lane. Cheshire West and Chester Ward Councillor T Cooper will report these to the Tree Officer at Cheshire West and Chester Council.

Councillor C Topping reported some trees were dangerous at Delamere Lodge. Cheshire West and Chester Ward Councillor T Cooper will report these to the Tree Officer at Cheshire West and Chester Council.

17 Date and time of next meeting

The next Parish Council meeting is Monday 15th December 2025 at 7pm.

Minutes of the monthly Parish meeting of Delamere and Oakmere Parish Council held on Monday 17th November 2025.

Chair signature……..Dated…….

MINUTES OF A MEETING OF WILLINGTON PARISH COUNCIL HELD AT WILLINGTON HALL ON TUESDAY 27th JANUARY 2026

PRESENT:
Councillor James Abbott
Councillor Matt Bloxham
Councillor Stuart Ingram (Chairman)
Councillor John Lindsay (Vice-Chairman)
Councillor Andrew Nicholas

IN ATTENDANCE: R Winterbourne – Clerk to the Parish Council, Tom Cooper – CWaC Borough Councillor, three members of the public (one for the Open Forum only).

25/104 APOLOGIES: Ted Lush – CWaC Borough Councillor

25/105 DECLARATIONS OF INTEREST, DISCLOSABLE PECUNIARY INTERESTS AND DISPENSATIONS

25/105.1 New Written Requests for Dispensations
There were no new requests.

25/105.2 Declarations of Interest
Members were invited to declare any Disclosable Pecuniary or other Interest in any item of business on the agenda and if necessary leave the meeting prior to discussion of that item.
None were declared.

25/106 OPEN FORUM
RESOLVED: that the Council meeting be adjourned for the Open Forum.

25/107 PARISH COUNCIL MEETING
RESOLVED: that the Council meeting be reconvened.

25/108 REPORT ON OPEN FORUM
Borough Councillor Tom Cooper provided information on:

- a survey based on understanding the needs of rural communities
- a consultation regarding the proposed reduction in the numbers of PCSOs in Cheshire.
- planning applications for developments in Kelsall.
- the visit of the CWaC Head of Planning to Kelsall PC on 9th February 2026.
- the Kelsall 'better green space provision' document.

A Tattenhall resident provided information on the blister pack re-cycling scheme successfully running in Tattenhall and other villages. Willington PC will work with Kelsall PC to see if a similar scheme can be established here.

25/109 MINUTES OF MEETINGS

25/109.1 Minutes of the meeting of the full Parish Council held on 25th November 2025.
RESOLVED: that the draft minutes of this meeting be updated to make it clear that:

- Councillor Bloxham declared 'an existing DPI for item 6a Planning: New Applications. 25/03629/FUL, Honey Pot Cottage, Roughlow, Delamere, Northwich CW6 0PG by virtue of owning the adjoining property'.
- No dispensation was granted.
- Councillor Bloxham left the meeting for item 6a and did not take any part in the discussion or vote for that item.

Chairman's Initial

RESOLVED: That the revised minutes be signed by the Chairman as a correct record.
25/109.2 Minutes of the extraordinary meeting of the full Parish Council held on 15th December 2025.
RESOLVED: that the minutes of this meeting be signed by the Chairman as a correct record.

25/110 REPORT ON ACTIONS ARISING FROM THE MEETINGS ON 25th NOVEMBER 2025 AND 17th DECEMBER 2025 NOT COVERED BY THE AGENDA

- Dog waste bin installation at the Kingsgate entrance to Delamere Forest on Waste Lane. The Clerk provided an update. We await completion of the 'reactive' dog waste bin review by CWAC before we can proceed. Forestry England are supportive of a new bin.
- Closure of Roughlow – the Clerk provided an update; CWaC Highways are still waiting for a costed design from Colas.
- Public Transport in Willington – Councillor Ingram provided an update. Borough Councillor Tom Cooper will request an update on iTravel following the CWaC Transport Board held in December 2025.
- Bench at the top of Little Switzerland – work is now complete. The 'No Litter' sign has been installed.
- Joint 'memorial' project with Delamere & Oakmere PC for Roy Penk. The Clerk provided an update. We will propose to the Penk family that a suitable tree(s) be planted on the Green.
- Fast fibre in Willington – Councillor Ingram provided an update. BDUK and OpenReach contract for the Cheshire 'lot' is still targeted for March 2026. No information is available from OpenReach regarding their reported recent visits to 'survey for fast fibre'.

25/111 PLANNING MATTERS
25/111.1 New Planning Applications – None.
25/111.2 Previous Applications - the status of the applications and of recently approved/refused applications was noted.
Revisions to application 25/03661/FUL - Land Adjacent Cat Lane End, Willington Road, Delamere, Northwich. Erection of a detached two storey dwelling together with a detached garage, driveway and associated parking areas were discussed.
RESOLVED: that the Clerk submit to CWaC Planning that the Parish Council has no comments on the revisions but that the PC's comments on the original application stand.
25/111.3 Neighbourhood Development Plan – the inclusion of the whole of Willington Parish in the revised Kelsall/Willington NDP was discussed.
RESOLVED: that the Parish Council recommends that the whole of Willington Parish is covered by revised NDP
RESOLVED: that residents of Willington are informed of the decision to include the whole of Willington Parish in the revised NDP; a formal consultation is not required.

25/112 ROAD SAFETY – the issue of a number of drivers significantly exceeding the speed limit on Willington Road was discussed. Our PCSO deployed the Trucam w/b 18th January 2026.
RESOLVED: that the Parish Council attends the next PCC consultation meeting and raise the issue there.

25/113 ACTION PLAN 2025-26 – the Action Plan for 2025-26 was reviewed and updates agreed. The Clerk will update and circulate the revised plan.

Chairman's Initial

25/114 COMMUNITY ENGAGEMENT AND EVENTS
- Councillor Abbott reported on the Carols on the Green event held on Sunday 7th December.
- The CAN event will be held on Sunday 17th May 2026.
- The Village Picnic is provisionally planned for Sunday 7th June 2026.

25/115 COMMUNITY COMMUNICATION
- Analytics data for the Parish Council website www.willlingtonparish.gov.uk was reviewed.
- MailChimp results for the December 2025 newsletter were reviewed; circa 68% of e-mailed newsletters were opened.
- The next PC newsletter will be published in April 2026.

25/116 WILLINGTON ENVIRONMENT AND TASK FORCE

25/116.1 Condition of the trees on The Green – was discussed. CWaC have completed the remedial actions to two trees. Councillor Abbott has held an initial meeting with a tree specialist regarding the remaining trees on the Green. Councillors Ingram & Abbott will work with tree specialists to establish our requirements.

25/116.2 Establishing Tree Preservation Orders was discussed; Councillors Lindsay & Bloxham will conduct a review of the trees in the village.

25/117 ROAD, PATHWAYS AND PAVEMENT MAINTENANCE

25/117.1 Obstruction on the verge at Mallows Way – the Clerk provided an update. A 'case' has been raised with CWaC Highways who are clarifying the extents of the adopted highway.

25/117.2 Overhanging vegetation at the junction of John Street and Willington Road – the Clerk provided an update. The landowners will ensure that the vegetation is cut back.

25/117.3 Erosion of the path at the top of the Little Switzerland - Councillor Bloxham provided an update. Councillor Lindsay will investigate a solution with members of the Task Force.

25/117.4 Collapse of a portion of the retaining wall on the Little Switzerland path – the CWaC Footpaths Officer is aware and will investigate.

25/118 CLIMATE AND NATURE WORKING GROUP. Councillor Bloxham provided an update. The CAN event planned at The Boot will be on Sunday 17th May 2026.

25/119 SCHEDULE OF COUNCIL DOCUMENTS AND REGULATIONS

RESOLVED: that the Disciplinary and Grievance documents are both fit for purpose and the noted actions be completed.

RESOLVED: that a further review of the need for an Open Forum at Extraordinary Meetings is undertaken and proposed wording is brought to the next meeting of the PC for agreement.

	On OneDrive (Y/N)	On website (Y/N)	Date Last Reviewed	Next Review	Recommended Action
Disciplinary	Y	Y	Jan 2025	January 2026	No changes required.
Grievance	Y	Y	Jan 2025	January 2026	No changes required.
Standing Orders	Y	Y	May 2025	March 2026	Further review is undertaken regarding an Open Forum at an Extraordinary Meeting.

Chairman's Initial

The Clerk and Councillor Ingram will change the Volunteer Policy to bring it in line with revised approach to risk assessments.

25/120 CLERK'S REPORT/CORRESPONDENCE
The following have been forwarded to Councillors via e-mail and are not shown elsewhere on the agenda; listing these items provides Council with the opportunity to comment.

- Cheshire Association of Local Councils e-bulletins.
- SLCC and National Association of Local Councils (NALC) bulletins.
- Web analytics for www.willingtonparish.gov.uk website.
- Various invitations to consultations, conferences, training sessions and briefings.
- Neighbourhood Watch National Newsletter.
- Police and Crime Commissioner bulletins and Cheshire Police alerts.

25/121 BUDGET FOR FINANCE YEAR 2026-27 The Council considered the draft budget which was revised following the meeting on 25th November 2025.
RESOLVED: that the second draft of the budget which was presented to the meeting be approved. And that the Council request a precept of £6535 from CWaC. This is £54 less than last year's precept of £6589. The Band D 25/26 charge was £42.87 per annum. Based on the CWAC 2026-27 precept calculator and 156.6 households, the Band D 26/27 charge will be £41.73 per annum, a decrease of £1.14 per annum (2.7%) or £0.09 per month.

In the circumstances that, due to unforeseen circumstances, the 26-27 budget is inadequate, the Council would be able to draw on its reserves without detriment to the work of the Parish Council.

25/122 FINANCIAL MATTERS.
25/122.1 Payments between meetings.
RESOLVED: that the following payments made since the PC meeting on 25th November 2025 be confirmed:

Payee	Supplier and Detail	Amount Paid (£)
Jane Lowthion	Carols on the Green refreshments - expenses	44.00
Andrew Nicholas	Carols on the Green refreshments - expenses	10.80
R L Winterbourne	Clerk Heat, Light, Phone allowance December 2025	26.00
R L Winterbourne	Clerk Salary December 2025	248.31
ChALC	AGAR Assertion 10/GDPR Courses x 3	90.00
NMC D&P	December 2025 Newsletter printing	49.01
HMRC	PAYE Oct, Nov, Dec 2025	198.40

25/122.2 Payments to be authorised.

Payee	Supplier and Detail	Amount Paid (£)
R L Winterbourne	Clerk Heat, Light, Phone allowance January 2026	26.00
R L Winterbourne	Clerk Salary January 2026	248.31

Chairman's Initial

25/122.3 Direct Debits. It was noted that the following payments have been made by DD:
Sage One Payroll – December 2025: Paid 17th December 2025 - £13.20, January 2026; Paid 17th January 2026 - £13.20
NatWest Credit Card - November 2025: Paid 2nd December 2025 - £18.20, December 2025: Paid 2nd January 2026 - £1174.51.

25/122.4 Management Accounts
RESOLVED: that the 2025-26 management accounts to the end of December 2025 be approved.

25/122.5 Review of the cash book and bank statements - Councillor Abbott has reviewed the cash book, and the bank and credit card statements for November and December 2025; no issues were found.

25/123 CLERK'S LOCATION DURING FEBRUARY AND MARCH 2026 – the Clerk will not be in the UK from 18th February to 10th March 2026 but will be working during that period.

25/124 ITEMS OF INTEREST FOR NEXT AGENDA – National Emergency Briefing.

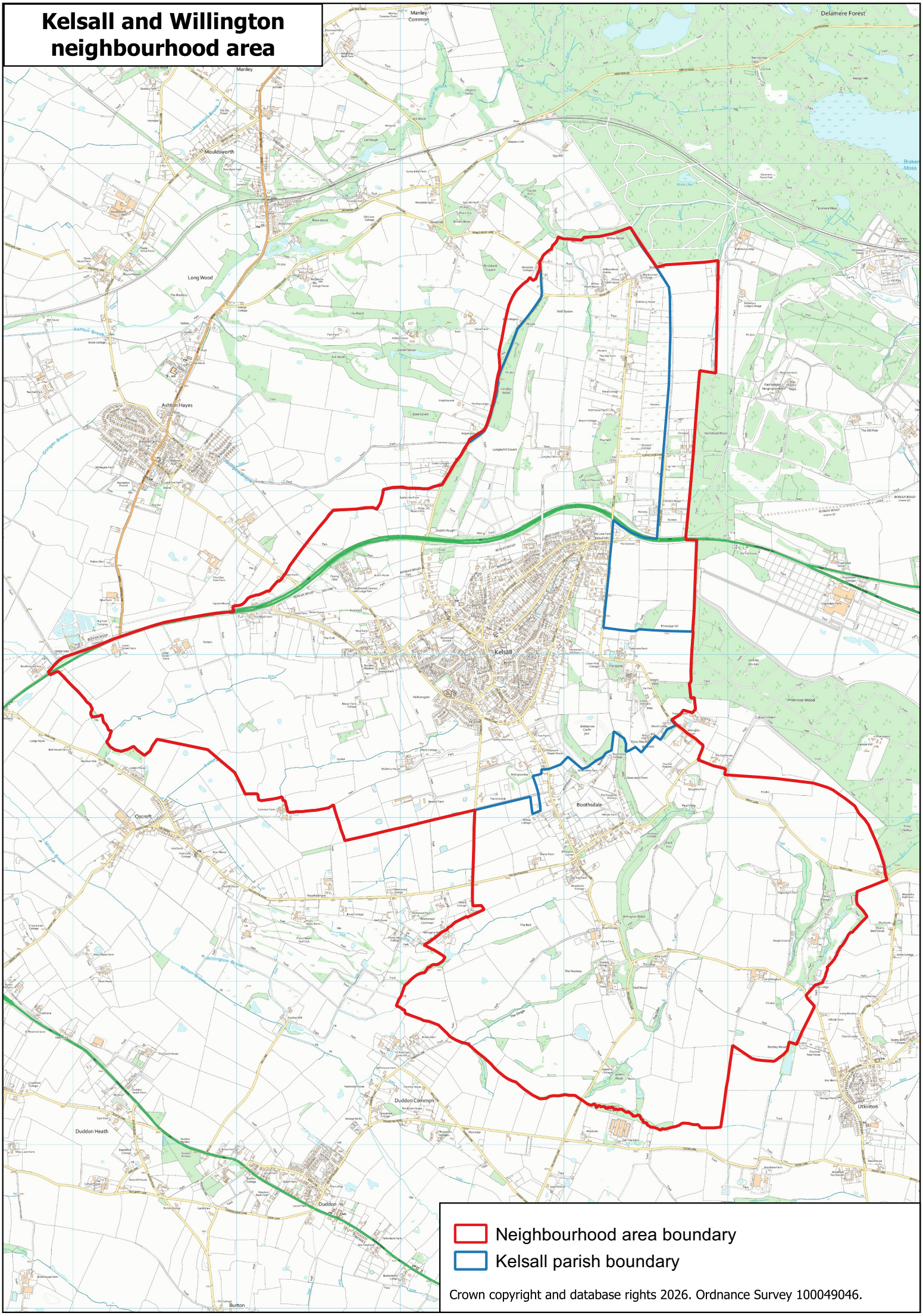
25/125 DATE OF NEXT MEETING
RESOLVED: that the next meeting be held on Tuesday 24th March 2026 at 19:30 at Willington Hall.

END OF DOCUMENT

Chairman's Signature …… Dated……

Chairman's Initial

Kelsall and Willington neighbourhood area



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