



# Willaston Parish Council.

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## Minutes

of the meeting of the Council held at  
Saint Lukes Church, Coppice Rd, Willaston. CW5 6QA  
on

**Tuesday 22<sup>nd</sup> September 2026 at 7:00 PM**

**Present:** Cllrs. Salisbury (Chair), Cutts, Bailey, Angier, Gough, Newton, Morris, Jones

**In Attendance:** C Coventry - Clerk to the Council

### 1. Apologies:

Cllr. Barrow

Cllr. Brazier - Absent

### 2. Declarations of interests

a) **Disclosable Pecuniary Interests.** None.

b) **Other Interests.** None.

c) **Dispensations.** No dispensations were requested or granted.

### 3. Minutes of the Previous Meeting

The minutes of the meeting held on Tuesday 25<sup>th</sup> August 2026 were considered.

**RESOLVED:** that the minutes of the meeting held on 25<sup>th</sup> August 2026 are a true and correct record.

### 4. Police

#### a) Report from Police Representatives

No police representative was present.

#### b) Report from Council Police Liaison

Cllr. Gough presented the written Police Liaison report which had been circulated in advance of the meeting. The first cluster meeting will take place on 29th September 2026, with representatives from Wistaston and Rope. No response has been received from the police regarding previous issues and these will be raised at the cluster meeting, if the police are in attendance. Willaston remains a relatively low crime area with 9 reported crimes this month and Cllr. Morris observed this is in direct correlation with the end of the heat wave. Cllr. Newton requested that the police be asked again whether security at Lettie Spencer Playing Field is still required, and whether the field could be left open overnight now that the summer period has passed. Cllr. Morris mentioned the ongoing vandalism case, of damage to a fence to a neighbouring property and suggested the professional opinion of the police be sought. Cllr. Gough will raise the question, with the police, whether CCTV footage can now be used to identify persons on the field after closing time, setting out the Councils expectation that the Byelaws be upheld. Cllr. Bailey reported that a St George's Cross has been erected on a lamp post at the corner of Cedar Court, an offence under section 132 of the Highways Act 1980. Cllr. Angier and the Clerk had also been contacted by a resident about this. The advice is that it should be reported as a street lighting issue.

## 5. Public Participation

No members of the public were present.

## 6. Borough Councillor's reports

a). No reports had been received from Cheshire East councillors. Cllr. Coiley had sent his apologies.

### b). Publication of non-attendance records of Borough Councillors

Cllr. Bailey presented a statement on the prolonged lack of attendance by the Borough Councillors at meetings of the Parish Council, despite concerns raised with the leaders of the relevant political groups at Cheshire East Council. He reported that Cllr. Coiley had now missed 27 consecutive meetings, Cllr. Gage 29 and Cllr. Simon 33. He noted that Cheshire East Council resolved, at its first meeting, that its councillors were expected to forge close links with local councils, and that previous Borough Councillors had attended regularly regardless of political allegiance.

Members discussed the matter. Cllr. Cutts suggested that an explanation should accompany the figures, and that the statement be shared on the Council's website and Facebook page to reach as many residents as possible. Cllr. Angier noted that matters raised when Cllr. Gage last attended, including the adoption of Mike Heywood Green and parking restrictions on Wistaston Road, had not been followed up. Cllr. Bailey proposed that the statement be short, factual and professional, fit on one page, and make clear that the matter is not about party allegiance. It would include the photograph, name and party of each Borough Councillor, the number of consecutive meetings missed and the date each last attended and would be removed ahead of the pre-election period next year. Cllr. Cutts advised against referring to Borough Councillors' allowances at this stage.

**RESOLVED:** that the Council publish a formal, short, factual statement on the non-attendance of the Borough Councillors on its website, Facebook page and notice boards, including the photograph, name and party of each Borough Councillor, the number of consecutive meetings missed and the date last attended. Cllr. Bailey to draft the statement and circulate it to members for comment, with a deadline for responses, before publication.

A named vote was requested by Cllr. Bailey.

**For:** Cllrs. Salisbury, Cutts, Bailey, Angier, Gough, Newton, Morris

**Against:** Cllr. Jones

## 7. Planning Applications

There were no planning applications to consider.

## 8. Playing Field and Open Spaces

**Lettie Spencer Playing Field:** The Clerk reported that the contractor had repaired the concrete pad, so there is no longer a trip hazard and fitted a stop to the gate. The wear on the gate is excessive, the contractor will speak to the manufacturer and report back with costs. Cllr. Jones noted that a weld had snapped and that removing the gate for repair would involve more work than expected. Cllr Gough will have a look at the gates.

**The Spinney:** To be covered under the Clerk's report.

**Mike Heywood Green:** The Clerk reported that a neighbouring resident has asked for details of the planned tree works. Cllr. Bailey confirmed that the sycamore is self-seeded, and has not been managed, is not subject to a Tree Preservation Order, and is being removed to conserve and prolong the life of the silver birch planted in 1977 to mark the Silver Jubilee. The tree surgeon has been instructed, within the delegated authority of £1,200 excluding VAT and will also treat the stump and tidy the hedge. The rubbish and bowser have now been removed. Cllr. Bailey will obtain a quotation for winter bedding, to be placed under the Clerk's delegated authority in time for planting before Remembrance. The replacement rope has been ordered for the flagpole. The Chair will order Union flags and Parish Council flags.

**War Memorial:** Cllr. Bailey reported that the wreaths have been ordered for Remembrance Sunday. Wooden crosses have increased to £3.00 each, a total of £186.00, and members agreed to continue the tradition of placing a cross for each name, and crosses will be ordered under the Clerk's delegated authority. The Clerk reported that the fee for the road closure has been paid and the first responder and PA/bugler booked. Cllr. Bailey will liaise with the minister. As there was no standard bearer last year, Cllr. Bailey will contact the secretary of the Royal British Legion branch to ask whether one can attend.

## 9. Clerks Report

The Clerk had submitted a written report in advance of the meeting, and this was received by the Council. The following matters were noted or discussed:

The Spinney: no further contact has been received from the resident who raised the drainage matter. A neighbouring resident has asked for clarification of the boundary of the dedicated land. Based on the Dedication Agreement, the view is that the small triangle of land next to the path is included, in line with the property's boundary. The Clerk will confirm this.

Land Registry: The Clerk had applied to update the contact address on the Council's registered titles. HM Land Registry have requested further verified identity forms. Cllr. Angier suggested that a permanent address be considered, such as a solicitor's address, a paid registered address service, or St John's once the storage arrangement is in place. This will be put on hold until an address has been agreed.

## 10. Authorisation of Payments

**RESOLVED:** The schedule of payments for September correctly states the invoices presented and that £3,751.02 is approved to be paid (as detailed on page 5105) and that £738.87 had been paid to avoid late payment.

## 11. Allotments

Cllr. Angier gave a verbal update. Three taps have been replaced and an identified underground leak repaired. Replacement of the remaining taps is to be considered in next year's budget. Two of the five vacant plots have been let. There are 23 people on the waiting list, five of whom are Willaston residents, applicants who do not respond will be removed. The plots need to be measured to assess the future income for budget setting. In response to a question from Cllr. Gough, Cllr. Angier confirmed there is no spare land for further allotments, although a further parcel could be taken from the field in future. Cllr. Bailey reported that he had found evidence of a former ephemeral pond within the Council's field which has since been filled in, and he will research this further.

## 12. Postal Service Survey

Cllr. Gough had circulated an example survey form, a map and draft letters in advance of the meeting. He explained that residents had reported post arriving bundles up to three weeks apart, resulting in missed appointments and notifications of other important issues. Connor Naismith MP had raised the matter with Royal Mail and in Parliament without improvement.

Cllr. Gough proposed a one-month survey to gather data, recording daily deliveries of letters and parcels from clusters of five or six neighbouring households in several post codes in Willaston.

Cllr. Morris supported the proposal, suggested neutral wording for the introduction to the form so that it could not be seen as leading. Cllr. Cutts noted that Willaston has around 130 postcodes, that a small sample would not be representative. The Chair suggested a downloadable form promoted to all residents, noting that a previous paper survey delivered to every property received around a 10% response.

Cllr. Newton felt the service had been very poor over the summer but had since improved and doubted that the Council could agree to a methodology robust enough to withstand challenge. Cllr. Jones agreed that the service appeared to have improved. Cllr. Bailey was concerned that the results could be dismissed on methodology, noted that no residents had approached the Council for help, and questioned whether the Council had the resources to survey all residents. Cllr. Angier felt a proper survey would need door-to-door delivery, which the Council does not have the resources for. Cllr. Cutts did not consider the matter a priority for the Council. Cllr. Angier suggested asking the MP to undertake a survey, as he had done for the bus service.

**RESOLVED:** to amend the item to consider a proposal to request that the MP undertakes a parish-wide survey of residents' experiences of Royal Mail postal deliveries.

**RESOLVED:** that the Council writes to Connor Naismith MP requesting that he undertakes a parish-wide survey of residents' experiences of Royal Mail postal deliveries. Cllr. Gough to draft the letter, to be sent by the Clerk.

**13. Standing Orders**

The Council considered the revised Standing Orders, based on the NALC Model Standing Orders, together with the explanatory notes circulated to members.

**RESOLVED:** to adopt the revised Standing Orders, incorporating the amendments agreed at the meeting.

**14. Exclusion of Persons other than Willaston Parish Council members and Staff.**

No members of the public or press being present, the item was not moved.

**15. Field Tenancy Agreement**

The Clerk reported that the current tenant will give up the tenancy at the end of March 2027 and requested approval that the tenancy agreement, drawn up previously by solicitors, be adapted for the new tenant. The Council considered the revised tenancy agreement and agreed that a one-year term was appropriate given possible changes to the surrounding land, and that the annual rent of £450.00 previously resolved should be retained. The Clerk will obtain the incoming tenant's full postal address and telephone number.

**RESOLVED:** that the Clerk amends the revised tenancy agreement for the incoming tenant on a one-year term, retaining the annual rent at £450.00, with the draft to be checked, by council, before it is issued.

**16. Pay Scales - Local Government Pay Agreement 2026**

**NOTED:** that under the Clerk's contract the Clerk's pay follows the national pay scale. From April 2026 the Clerk moved from SCP 19 to SCP 20 and the 2026 pay award is to be applied, changing the hourly rate from £16.62 to £17.45. Back pay for April to August 2026, including 12.2 hours of overtime paid in April, will be included on the September payslip, with September paid at the new rate.

**17. Next Meeting**

**Tuesday 27th October 2026.**

The Meeting closed at 8.46 pm.

Signed: ..... Date: 27<sup>th</sup> October 2026

Chairman, Willaston Parish Council

## Willaston Parish Council

## Schedule of Payments

22nd September 2026

|    | Date of Debit | Recipient              | Purpose                             | £              | £     | Power of expenditure             | Scribe | Rembursal       |
|----|---------------|------------------------|-------------------------------------|----------------|-------|----------------------------------|--------|-----------------|
| 1  |               | Unity Trust Bank       | Service Charge (August 26)          | 7.00           |       | LGA 1972 S111                    |        |                 |
| 2  |               | B and M                | Stationery Items (Clerk)            | 3.85           | 88.84 | LGA 1972 S111                    |        | Claire Coventry |
| 3  |               | Amazon                 | Shredder                            | 69.99          |       | LGA 1972 S111                    |        | Claire Coventry |
| 4  |               | GiffGaff               | CCTV Data Bill - Sept 2026          | 15.00          |       | Crime and disorder Act 1998 S117 |        | Claire Coventry |
| 5  |               | One Stop Promotions    | Flag Pole replacement Rope          | 14.40          |       | LGA 1972 S145                    |        |                 |
| 6  |               | Synergy Outdoors Ltd   | Playground Repairs                  | 1266.00        |       | Open Spaces Act 1906 S10         |        |                 |
| 7  |               | Alpha Omega Securities | Security Lock at Playingfield (Aug) | 756.00         |       | LGA 1972 S111                    |        |                 |
| 8  |               | HMRC                   | Employer Tax and NIC'S              | 341.08         |       | LGA 1972 S112                    |        |                 |
| 9  |               | Claire Coventry        | Sept Salary and Back Pay            | 899.70         |       | LGA 1972 S112                    |        |                 |
| 10 |               | PKF Littlejohn LLP     | AGAR Review fee for 31.3.2026       | 378.00         |       | LGA 1972 S111                    |        |                 |
|    | <b>TOTAL</b>  |                        |                                     | <b>3751.02</b> |       |                                  |        |                 |

| Payments made as authorised by the Approved Payments List, Meeting Resolution, and to avoid late payment |               |               |                                   |               |   |                                          | Rembursal |     |
|----------------------------------------------------------------------------------------------------------|---------------|---------------|-----------------------------------|---------------|---|------------------------------------------|-----------|-----|
|                                                                                                          | Date of Debit | Recipient     | Purpose                           | £             | £ | Power of expenditure                     | Scribe    | N/A |
| 11                                                                                                       |               | Core Highways | Road Closure Remembrance Day      | 672.00        |   | Entertainment and the arts LGA 1972 S145 |           |     |
| 12                                                                                                       |               | Water Plus    | Allotment Water (Aug 26 Estimate) | 66.87         |   | Smallholding and Allotments Act 1908 S23 |           |     |
|                                                                                                          |               |               | <b>Total</b>                      | <b>738.87</b> |   |                                          |           |     |

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 Cllr - Proposer - Sign & Date

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 Cllr - Seconder - Sign & Date