

*Parish Council Office, Vicars Cross Community Centre,*

*Thackeray Drive, Vicars Cross, Chester CH3 5LP*

**GREAT BOUGHTON PARISH COUNCIL MEETING MINUTES**

**Monday, 21st July 2025**

# PART ONE - PUBLIC

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| 21.07.01 | **Present:**  Cllr Amanda Miller (Chair), Cllr Keith Scargill (Vice Chair), Cllr Peter Bulmer, Cllr Steve Collings (arrived 7.42pm), Cllr Julie Felgate, Cllr David Flood (left at 7.35pm), Cllr Rob Herd, Cllr Krissie Myler, Cllr James Reeves, Cllr Martin Whiteley, Cllr John Salt and Cllr Sian Wilkes  **Apologies:** Cllr Jeanette McCarten, Cllr Amy Wainscott - All apologies noted and accepted  **In Attendance:** Interim Clerk Sophia Samuel  At this point, the Chair noted that Sam Otter had sent in his resignation from his role as Councillor. Chair has written and verbally expressed thanks on behalf of the Council for his valuable input for the last few years. |
| 21.07.02 | **Declarations of Interest:** There were no new declarations on any item on the agenda. |
| 21.07.03 | **Open Forum:** There were three members of the public present. No discussions took place. |
| 21.07.04 | **Minutes and matters arising:** The minutes of the last Parish Council Meeting on Monday  16th June were approved as accurate by a show of hands and were signed by the Chair on behalf of the council.  The minutes of the Extraordinary Parish Council meeting on Monday 30th June were approved as accurate by a show of hands and were signed by the Chair on behalf of the council. |
| 21.07.05 | **PCSO Report:** PCSO Carpenter was unable to attend but Cllrs noted his report submitted via email and distributed prior to the meeting. Also, PC McCue had provided verbal feedback on graffiti in the Parish, noting only the incident at Shed Lane detailed on the monthly report has been reported to the Police and without CCTV footage, that case will remain closed.  **Feedback from points raised last meeting:** Bridgewater was not included on report as did not meet report parameters as incident recorded as ‘Found Item’.  Dulverton youths on last month’s report were on the road itself, not within the field. |
| 21.07.06 | **Reports from CWaC Ward Cllrs:**  Cllr MacGlashan and Cllr Steve Collings were not present, Cllrs noted their reports submitted via email and distributed prior to the meeting. |
| 21.07.07 | **Committee Reports:**  **Staffing Committee –** Chair passed a resolution for the Staffing Committee update to be moved without notice to Part 2. |
| 21.07.08 | **Working Party Recommendations:**  **Development Working Party;** Cllr Miller reported no meeting had been held this month due to Staffing Issues and it will reconvene in September. |
| 21.07.09 | **Queens Road Gate Locking and Unlocking:** Following last month’s vote to cease locking the 2 pedestrian gates in the evening, keeping Sutherland Way gate locked open continuously and the vehicular gate locked at all times, Councillors discussed operational issues of ceasing service. A number of issues were raised including:   * HR issue and Cllr Salt asked if the Council had received HR advice before proceeding? * How long have both contractors been providing the service? * Have any complaints been received regarding the Sutherland gate being locked open? * Also, it was raised whether this would be a trial and if anti-social behaviour began, would the gates return to being locked * Also, whether the money spent annually of £3,650 would be a saving for the benefit of the whole Parish or ringfenced to just be spent upon Queens Road Field.   **Action:** Due to the implications and seriousness of this issue, the Interim Clerk will look into the Cllr’s points raised, contact ChALC for advice and the answers will be brought back to Council to take a view and a vote at the next Parish Council meeting, 15th September 2025. |
| 21.07.10 | **Clerks Report** – Clerk’s report had been circulated. No questions were raised but further information was received regarding the local MP visit to Thackeray Field which has now been rescheduled to 8th October. Also, the Friends of Stocks Lane Bowling Green Meeting had taken place with Steve Collings had been in attendance. It was noted that Great Boughton Council may be asked to fund the project in the future. |
| 21.07.11 | **Finance:**   1. Council noted the Finance Report, including the bank reconciliation at the end of the first financial quarter, and comparison of spend to budget. 2. Council approved all receipts and payments over £100 made during June 2025. The overcharge by British Gas Lite was noted and has been investigated by Clerk. Council are awaiting the reimbursement. |
| 21.07.12 | **Planning Applications:**  Council **considered** planning applications received since 30th June 2025   |  |  |  |  | | --- | --- | --- | --- | | *Ref No* | *Site Address* | *Proposal* | *Response* | | *25/01857/FUL* | *7 Braemar Close Great Boughton Chester CH3 5HT* | *Removal of existing single storey rear extension, erection of single and two storey rear extension, garage conversion.* | *No comment* |   Council considered the planning application and no comment will be made. |
| 21.07.13 | **Local Planning and Local Potential Housing Plan:**  Cllr Bulmer provided a comprehensive presentation and illustrated the urgency and necessity for a project plan and thorough statement of response to the Local Plan Consultation by Great Boughton Council, closing date 29th August 2025. Cllrs discussed the Wirral employing a specialist for a Spatial Plan which resulted in proposed development moving away from their area, the lack of assistance from landowners due to potential financial rewards, what the breakdown of affordable housing may be and whether the potential investment would be to oppose the local plan or also Bloor Homes development. Specific breakdowns on affordable housing and the exact shape of the future plan are not known but the investment is to tackle all planning proposed in the Littleton and Christleton area, including Bloor Development. Cllrs recognised that investment into this would provide Great Boughton with invaluable data for the future and housing analysis that could protect areas in our Parish from any future CWaC development.  Cllr Flood left the Meeting at 7.35pm  **Vote Taken: Great Boughton Council will contribute £3,000 to cost of employing a consultant to prepare an informed and well-reasoned objection for Great Boughton Council and the alliance of local Councils, to the potential housing option on the land between the A41 and the A55/M53, along with comments on the Bloor Homes Proposals.**  Proposed: Cllr Bulmer, Seconded: Cllr Herd – All in favour – **Motion carried.** |
| 21.07.14 | **Grounds Maintenance:** Cllr Bulmer has taken lead with Current Contractors, M Landscapes and Botanica, after Cllr Otter’s resignation. Update was provided that an excellent standard was being maintained and all are exceptionally happy with the service. Cllr Bulmer **recommended** a 3-year extension contract is prepared and **voted** upon in the September Parish Council meeting to ensure that the Contractors remain with us as their contracts are due to expire in Oct 2025 and they may seek to tender for other jobs if no security provided. Cllr Whiteley queried if there was a mechanism for reviewing costs within their current which he was assured is built in current contract.  All Councillors were in favour of this action by show of hands.  **Action:** Cllr Bulmer to prepare 3-year extension paper to be prepared and voted upon during September Parish Council |
| 21.07.15 | **Councillor’s reports and items for future agenda:**  Cllr Bulmer stated that the local Tractor Accident footage is now widely available online  Cllr Bulmer reported Devolution is delayed until 2027  Cllr Collings reported 4 incidents of Graffiti present in the Parish  Cllr Collings attended the CWaC Scrutiny Meeting discussing Adder Hill Flood Defence Investigation  Cllr Wilkes discussed overgrown hedgerows preventing people walking safely but feedback from CWaC had stated that they couldn’t be cut back until Sept. Cllr Collings asked her to ensure the areas concerned were added to the CWaC list as he has been granted a 3-5 man team for a week at end of August to work on affected areas in the Parish.  The West Cheshire Town and Parish Conference was attended by Cllrs Miller, Scargill and Myler. They discussed a new Self-Help scheme where residents would be trained to do minor operations like fix potholes, cut hedges, on behalf of the CWaC. A local ambassador scheme is already in place to provide more contact and local knowledge. Also discussed small council schemes like Space hive and Crowdfunding – Cllr Collings felt Space hive is difficult to achieve with lots of work to be declined.  Cllr Whiteley raised the Boughton Village planters that are out of the Great Boughton Parish area are looking sad and dead – these are normally ran by volunteers. Cllr Collings reported that Cllr MacGlashan is looking into spending Members Budget on this.  Cllr Whiteley raised the Road Safety Signs are now invisible by hedge growth, especially by A55 roundabout. Cllr Collings stated this would be dealt with his team in August and is on the list of jobs.  Cllr Myler has attended PPG recently and is attending PCM. Heath Lane Medical Centre has been boosted by better poll results recently.  Cllr John Salt had asked Clerk to record his attendance at Winnington PC delivering a session on AI  Cllr Bulmer raised the removal of trees at Lidl site as per plans. They should be replaced with 2 for every 1 removed.  Cllrs Bulmer and Felgate have met VXCC manager to discuss support group which will include 7 people: 2 Cllrs, 4 Volunteers and VXCC mgr. Cllr Bulmer to draft Terms of Reference. |
| 21.07.16 | **Date of next meeting:** Monday 15th June at Caldy Valley Centre, Caldy Valley Road, Great Boughton at 7pm |

**AGENDA PART TWO – CONFIDENTIAL**

*Members of the public were asked to leave the meeting at this point.*

*Part Two items are confidential and are defined by the Information Commissioner’s Office as containing personal information, information obtained in confidence and/or sensitive commercial interests*

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| 21.07.17 | **Present:**  Cllr Amanda Miller (Chair), Cllr Keith Scargill (Vice Chair), Cllr Peter Bulmer, Cllr Steve Collings, Cllr Julie Felgate, Cllr Rob Herd, Cllr Krissie Myler, Cllr James Reeves, Cllr Martin Whiteley, Cllr John Salt and Cllr Sian Wilkes  **Apologies:** Cllr Jeanette McCarten, Cllr Amy Wainscott, Cllr David Flood  **In Attendance:** Interim Clerk Sophia Samuel |
| 21.07.18 | **Declarations of Interest:** There were no new declarations of interest |
| 21.07.19 | **Consideration** and **vote** on proposal regarding Admin Support from **Staffing Committee Meeting**  **Vote Taken: Short term temporary external contractor until November**  Proposed: Cllr Collings, Seconded: Cllr Myler – All in favour – **Motion carried.** |
| 21.07.19 | **Staffing Committee Update:**  Cllr Salt asked to join Staffing Committee, but a full complement of members as per Terms of Reference were in place but offered place of Reserve, Cllr Salt declined.  Update of Staffing Committee given by Chair, Cllr Bulmer:  Terms of Reference amended and adopted  Adopted policies, signed by chair and adopted were: Staff Appraisal Policy, Staff Recruitment Policy, Staff Grievance Policy  Cllr Bulmer identified a need for further Cllr Policies and Return to Work procedures which Staffing Committee will address in due time.  Clerk advertisements are now placed, closing date 31st August and Interviews w/c 8th September with hope to have Clerk in post by October. |
| 19.05.22 | **Date of next meeting:** Monday 15th June at Caldy Valley Centre, Caldy Valley Road, Great Boughton at 7pm  Meeting Closed at 8.04pm |

**SIGNED:……………………………………………. CHAIR OF GREAT BOUGHTON PARISH COUNCIL**

**DATE:……………………**