

9th September 2025

Dear Councillors

You are summoned to attend a **Meeting of Great Boughton Parish Council** at **7pm** on **Monday 15th September 2025** at **Caldy Valley Neighbourhood Centre, Caldy Valley Road, Great Boughton**

In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are welcome to attend. Please note that the parish council do not record their council meetings but are aware that outside bodies may do so and may share them publicly; by joining this meeting, you are agreeing to this.

Sophia Samuel

Interim Clerk

**AGENDA**

# PART ONE - PUBLIC

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| 15.09.01 | **Attendance and Apologies:** *to* ***note*** *attendance, to* ***receive*** *apologies and to* ***approve*** *reasons for absence.* |
| 15.09.02 | **Declarations of Interest:** *To* ***receive*** *disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.* |
| 15.09.03 | **Open Forum:** *In accordance with the Councils’ Standing Orders, a period of not exceeding 15 minutes will be put aside at the start of the meeting for members of the public to ask a question or make a statement about any matter relating solely to any function of the Council or to any planning application being considered by the Council. Anyone wishing to ask a question is requested to inform the Clerk before the meeting.* |
| 15.09.04 | **Minutes and matters arising:** *To* ***approve*** *the minutes of the last parish council meeting on Monday 21st July 2025 and* ***consider*** *matters arising* |
| 15.09.05 | **PCSO Report:** *to* ***note*** *a report from PCSO Carpenter* |
| 15.09.06 | **Reports from CWaC Ward Cllrs:** *to* ***receive*** *and* ***note*** *any updates from CWaC Ward Councillors* |
| 15.09.07 | **Working Party Recommendations:** *to* ***note*** *on any updates from working parties.*   1. *Vicars Cross Working Party*  * *To* ***vote*** *and* ***approve*** *Terms of Reference as supplied by VXCC Mgr* |
| 15.09.08 | ***Applications for Grants:*** *to* ***consider*** *and* ***vote*** *on any applications for grant funding –*   1. *Application received from VXCC for grant contribution to costs of replacing existing floor tiles at VXCC* 2. *To* ***consider*** *3 quotes and* ***vote*** *on preferred supplier of replacement floor at VXCC* |
| 15.09.09 | **Policy Adoption:**   1. *To consider and adopt changes to: Lone Policy 2025* |
| 15.09.10 | **Grounds Maintenance Contract Extensions:**  *Cllr Bulmer to provide* ***update*** *on the Current Contractors and Councillors to* ***vote*** *to agree 3 year extension to contracts with inflation increases only.* |
| 15.09.11 | **Queens Road Gate Locking and Unlocking:** *Following last month’s discussion**regarding the practicalities of the conclusion of gate locking,* ***receive*** *report from Clerk regarding implications to Council and to* ***vote*** *on motion to provide a 3 month notice period for cessation. – Moved to Part Two* |
| 15.09.12 | **Annual Playground Inspections;**   1. *To* ***note*** *4 annual Playground Inspections by Winsford Town Council* 2. *To* ***receive*** *and* ***discuss*** *progress report provided by Maintenance Officer on actions based on recommendations* |
| 15.09.13 | **External Auditor Report:**   1. *To* ***note*** *and consider External Auditor Report**by PKF Littlejohn LLP* 2. *To* ***decide*** *if any action is required* |
| 15.09.14 | **Clerk’s Report:**   1. *To* ***receive*** *a report from the Clerk* 2. *To* ***note*** *Great Boughton Awards Evening on 24th September and ensure all roles are distributed and fulfilled.* 3. *To* ***note*** *Great Boughton Response provided by Specialist to CWaC Early Local Plan* |
| 15.09.15 | **Finance:**  *i. To* ***note*** *the Finance Report for July and August, including the bank reconciliation at the end of July and August 2025, all transactions over £100 and approve any payments that fall outside the Clerk’s delegated authority.*   1. *To* ***vote*** *and* ***approve*** *new pay scales from NALC agreed for 2025 backdated to 1st April 2025 for all employees on NJC pay scales.* |
| 15.09.16 | **Government Pay Scales from NALC:** *To* ***vote*** *and* ***approve*** *new pay scales from NALC agreed for 2025, to be backdated to 1st April 2025 for all employees on NJC pay scales.* |
| 15.09.17 | **Planning Applications:** *To* ***consider*** *planning applications since 21st July 2025, including any that are received after this agenda has been issued:*   |  |  |  |  | | --- | --- | --- | --- | | *Ref No* | *Site Address* | *Proposal* | *Response* | | *25/02195/TPO* | *8 Moorcroft Court Chester CH3 5JZ* | *Reduce crown of the mature Copper Beech located at the rear of the property by selectively pruning back to previous reduction points, maintaining the tree's natural shape and health.* | *12 August 2025* | | *25/01995/S73* | *31 Maytree Avenue Great Boughton Chester Cheshire CH3 5HG* | *Single storey side and rear extension - variation of condition 2 (approved plans) of planning application 25/00670/FUL -roof design to be changed to rear gable.* | *21 August 2025* | | *25/02100/FUL* | *13 George Close Great Boughton Chester CH3 5HZ* | *First-floor extension above existing garage and loft conversion* | *26 August 2025* | | *25/02113/FUL* | *Premier Inn Caldy Valley Road Great Boughton Chester CH3 5PR* | *Installation of External Plant* | *27 August 2025* | | *25/02227/FUL* | *17 Kirkwood Close Chester CH3 5JX* | *Single storey rear extension* | *5 September 2025* | | *25/02317/FUL* | *49 Bridgewater Drive Great Boughton Chester CH3 5LS* | *Single storey rear extension following the demolition of an existing garage and conservatory* | *10 September 2025* | | *25/02318/FUL* | *51 Bridgewater Drive Great Boughton Chester CH3 5LS* | *Single storey rear extension following the demolition of an existing garage and conservatory* | *10 September 2025* | | *25/02555/TPO* | *Area Adjacent 9 and 11 Ballater Crescent Great Boughton Chester CH3 5JD* | *1x Cherry and x1 very large Silver Birch - Crown lift the Silver Birch to 5m over the road. Crown lift the Cherry to 4m over the road and footpath* | *23 September 2025* | | *25/02571/FUL* | *57 Rosslyn Road Great Boughton Chester CH3 5HR* | *Two storey side extension and single storey rear extension. All elevations to be externally insulated with render finish.* | *29 September 2025* | |
| 15.09.18 | **Councillor’s reports and items for future agenda:** E*ach councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.*  *Please continue to contact the Clerk for her to deal with any issues as and when they arise between meetings.* |
| 15.09.19 | **Date of next meeting:** *Monday 20th October 2025*  *\*All meetings start at 7pm at Caldy Valley Neighbourhood Centre, Caldy Valley Road, Great Boughton.* |

**AGENDA PART TWO – CONFIDENTIAL**

*Members of the public are 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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| 15.09.20 | **Attendance and Apologies:** *to* ***note*** *attendance, to* ***receive*** *apologies and to* ***approve*** *reasons for absence.* |
| 15.09.21 | **Declarations of Interest:** *To* ***receive*** *disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.* |
| 15.09.22 | **Queens Road Gate Locking and Unlocking:** *Following last month’s discussion**regarding the practicalities of the conclusion of gate locking,* ***receive*** *report from Clerk regarding implications to Council and:*   1. *To* ***vote*** *on motion to provide a 3 month notice period for cessation* 2. *To* ***vote*** *and* ***accept*** *termination letter for Queens Road Gate Unlocking* |
| 15.09.23 | **Staffing Committee Reports:***to* ***receive*** *report,* ***note*** *decisions made and* ***vote*** *on any recommendations*  *Staffing Committee Meetings, August 2025 – Cllr Bulmer* |
| 15.09.24 | **Clerk Recruitment:** *to* ***vote*** *and* ***accept*** *applicant for position of Clerk and Responsible Office* |
| 15.09.25 | **Date of next meeting:** *Monday 20th October 2025*  *\*All meetings start at 7pm at Caldy Valley Neighbourhood Centre, Caldy Valley Road, Great Boughton.* |