

ALVANLEY PARISH COUNCIL

Minutes of the Alvanley Parish Council Meeting held on
Wednesday 1st September 2025 at 19.00 hours at Alvanley Village Hall

PRESENT

Present: Cllrs: Mrs B Crowe Mrs J Hughes
Mrs A Mahoney Mr D Gilbert
Mrs H Lodge
Mr D Bowker (Clerk)
One member of the public
Mr Mark Rogers – Alvanley Resident

1 To welcome Parish Councillors and members of the public to the Meeting
Duly carried out.

2 Receive apologies for absence.
All present.

3 Declaration of Interests
All councillors as per Notification of Interests

4 Issues to be raised by the Public.
No issues raised

5 Minutes of the Parish Council Meeting – Thursday 17th July 2025
It was proposed by Cllr Lodge, seconded by Cllr Crowe, and agreed by ALL eligible to vote that the minutes be accepted.

6 Items for resolution

Parish Council Vacancy Co-option

The Clerk advised the meeting that no applications had been made to join the Parish Council. It was agreed that the three posts should be advertised again with a closing date of the 17th October.

ACTION :- CLERK

Website/Facebook

Following further discussion with the website developers it has been discovered that the quote given was only for a static site which was not what the Parish Council required. A holding site will be put in place but it could be up to twelve months before an Interactive site becomes available.

In the twelve month period investigation will take place on how to find finance the site.

ACTION :- CLLRS MAHONEY/GILBERT

Financial Regulations

It was proposed by Cllr Mahoney, seconded by Cllr Lodge and agreed by all eligible to vote that the Financial Regulations document presented to all councillors be adopted.

Financial Processes

It was proposed by Cllr Crowe, seconded by Cllr Lodge and agreed by all eligible to vote that the Financial Processes document presented to all councillors be adopted.

Fingerpost painting

It was agreed that this should be deferred until the next meeting.

Clerk's Contract of Employment and Job Description

The incumbent clerk advised the meeting that he did not wish to take on the extra hours that would be required to meet the requirements of both the proposed Contract of Employment and Job Description that had been placed before the meeting.

The Clerk was asked to respond formally to Cllr Mahoney regarding his decision.

The matter will be discussed again in the future.

Christmas Illuminations

The Clerk was asked to ascertain from Northwich Town Council if it were possible that the Parish Council could get the PAT testing done by an outside contractor to reduce the costs.
ACTION :- CLERK

Alvanley Village sign planting

Cllr Hughes advised the meeting that the planting at the sign was carried out by a local resident who had asked if it was possible to recoup the cost of the plants.
It was agreed that the Parish Council were not paying for any of the plants in the planters around the village and therefore the answer would be no.
A letter of thanks will be sent to the resident who has been carrying out this task.
ACTION :- CLERK

General Risk Assessment

It was proposed by Cllr Mahoney, seconded by Cllr Lodge and agreed by all eligible to vote that the Financial Regulations document presented to all councillors be adopted.

CWaC Local Plan consultation

The response to the Local Plan consultation has been forwarded to CWaC.

Strategic Plan

This document has been updated.

7 Matters arising from last meeting: (Update)

Armorial Crest

It was hoped that the competition to design a new crest could have been advertised through the website but that is no longer possible.
Leaflets will now be produced and will be delivered by hand to all residencies as well as both schools with a closing date for entries at the end of November.
ACTION :- ALL

Trees opposite Cricket Club entrance

Cllr Gilbert will progress this matter with a contact within CWaC.
ACTION :- CLLR GILBERT

Commonside Tip

The meeting agreed that whilst the Parish Council are concerned about this site all communication and queries should be passed to the Environmental department at CWaC.

Stone road edging (The Rock)

The Parish Council asked if CWaC Highways would view the stone edging that had been placed on the side of the road.
They responded that this had been done and appropriate action had been taken but not what that action was.
The Parish Council will now seek clarification about the action that has been taken.
ACTION :- CLERK

Highways

Siding out between FP No 5 and Towers Lane

CWaC have advised that they will monitor the situation and provide updates when required.

Chevron sign Primrose Lane

Cllr Hughes reported that the sign had been damaged but has been told that no further action will be taken.

- 8 **Reports on meetings attended by Councillors.**
 Sandstone committee
The next meeting will take place on the 1st October.
 Roles and Responsibility training
Three councillors will be attending the training organised by ChALC.
 CWaC Connections
Councillors will be attending this event at Forest Hills on the 16th October.

- 9 **Accounts**
 ChALC Induction Training
It was proposed by Cllr Hughes, seconded by Cllr Crowe, and agreed by ALL eligible to vote that the charge of £75.00 for the Training charges should be accepted.
ACTION :- CLERK

It was noted that the Parish Council had yet to receive confirmation that their application for a Certificate of Exemption had been approved by the external auditor.

- 10 **Planning Applications**
 24/02121/FUL The Cedars, Towers Lane
Awaiting Decision
 25/00182/FUL Birch Cottage, Back Lane
Approved
 25/00183/LBC Birch Cottage, Back Lane
Approved

- 11 **Items introduced by Parish Councillors/Clerk (Not for resolution)**
Views were expressed that the Parish Council thought that the installation of Wi-Fi in the Village Hall would improve its potential usage.

- 12 **Agenda Item for the next Meeting**
No items raised

- 13 It was proposed by Cllr Gilbert, seconded by Cllr Lodge and agreed by all eligible to vote that the meeting move to Part B.

Clerk’s Salary

It was proposed by Cllr Crowe, seconded by Cllr Mahoney and agreed by all eligible to vote that the Clerk’s salary should be accepted in line with recommended level of SCP17 and backdated to the 1st April 2025.
ACTION :- CLERK

- 14 **Date of the next meeting** – Wednesday 22nd October 2025 at the Village Hall at 19.00

Cllr.