

## ALVANLEY PARISH COUNCIL

Minutes of the Alvanley Parish Council Meeting held on  
Wednesday 22<sup>nd</sup> October 2025 at 19.00 hours at Alvanley Village Hall

### **PRESENT**

**Present:** Cllrs: Mrs B Crowe Mrs H Lodge  
Mrs A Mahoney Mr D Gilbert (Vice-Chairman)  
Mr D Bowker (Clerk)

- 1 To welcome Parish Councillors and members of the public to the Meeting**  
Duly carried out.
- 2 Receive apologies for absence.**  
Cllr J Hughes (Chairman)  
The Parish Council expressed its condolences for the loss suffered by the Chairman and her family.
- 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 – Wednesday 3<sup>rd</sup> September 2025**  
It was proposed by Cllr Lodge, seconded by Cllr Mahoney, and agreed by ALL eligible to vote that the minutes be accepted.
- 6 Items for resolution**
  - a) **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 posts would be readvertised in the New Year
  - b) **Fingerpost painting**  
It was agreed that this matter would be reconsidered in the New Year
  - c) **Website/Facebook**  
A holding site has been developed and will be in place after further review by the Chairman. The Clerk advised that it may be able to develop the full site from the finances currently held.  
ACTION ;- CLLRS HUGHES/GILBERT
  - d) **Clerk’s Contract of Employment and Job Description**  
The incumbent clerk advised the meeting that he did not wish to sign the proposed Contract of Employment and Job Description that had been placed before the previous meeting and duly advised the Parish Council that he would be tendering his resignation as Parish Clerk and Responsible Financial Office to take effect at the earliest possible time.  
The Clerk was asked to put his resignation in writing.  
The Vice Chairman advised the meeting that due to the Clerks length of service he would be required to serve a minimum twelve-week notice.
  - e) **Grievance Policy**  
It was proposed by Cllr Lodge, seconded by Cllr Crowe and agreed by all eligible to vote that the Grievance Policy document presented to all councillors be adopted.
  - f) **Disciplinary Procedure**  
It was proposed by Cllr Lodge, seconded by Cllr Crowe and agreed by all eligible to vote that the Disciplinary Procedure document presented to all councillors be adopted.

g) **Health and Safety Regulations**

It was proposed by Cllr Mahoney, seconded by Cllr Lodge and agreed by all eligible to vote that the Health and Safety Policy presented to all councillors be adopted.

h) **Christmas Illuminations**

It was proposed by Cllr Lodge, seconded by Cllr Crowe and agreed by all eligible to vote that the quotation presented by Northwich Town Council to switch on and maintain the lights should be accepted.

ACTION :- CLERK

The lights switch on will be the 1<sup>st</sup> December and they will go off on the 6<sup>th</sup> January.

The Clerk was asked to obtain from Northwich Town Council copies of their Risk Assessment and Permit to allow them to test and connect our Christmas lights as well as a copy of their insurance.

ACTION :- CLERK

7 **Matters arising from last meeting: (Update)**

**Armorial Crest**

Leaflets advising all residents about this matter have now been circulated by councillors, we are awaiting responses by the end of November.

**Trees opposite Cricket Club entrance**

This matter has been deferred until Spring 2026

Cllr Crowe suggested that the dead tree should be removed.

**Stone road edging (The Rock)**

The Parish Council have been advised by CWaC Highways on the 22<sup>nd</sup> September that the square wooden blocks that are now in-situ are acceptable and CWaC will be taking no further action.

**AGAR 2025**

The Clerk advised the meeting, through the Vice Chairman, that the application for notification of exempt status had been accepted.

8 **Reports on meetings attended by Councillors.**

**Sandstone committee**

A meeting took place on the 1<sup>st</sup> October and the minutes will be circulated in due course.

**Roles and Responsibility training**

Three councillors attended the training organised by ChALC.

**CWaC Connections**

Cllrs Crowe and Gilbert attended this meeting and below are bullet points from it.

Cheshire East, Cheshire West, and Warrington have agreed to progress with a combined authority status.

Once the above is progressed there will be £651million available over a 31-year period which will be matched by addition funding sources.

Alvanley have Pam Bradley, CWaC Officer, as its ambassador to help support the Parish Council.

It was noted that funding is available for installation of broadband to churches and village halls.

The Parish Council will also ask Pam Bradley to look at a grant towards the restoration and painting of the fingerposts.

ACTION :- CLLR GILBERT

It is now possible through the CWaC website to see the work being done on gully cleansing.

CWaC are looking into the possibility of setting up a mailbox specifically for Parish and Town Councils so that they do not have to go through the current online system as a reporting mechanism.

Several Parish Councils raised concerns that the company that installed the vehicle speed check signs had gone into liquidation.

#### **Cllr Crowe**

Cllr Crowe attended a Governance Early years meeting at Manley School on 23 Sept. for discussion regarding the new pupil intake.

She also attended a Full Governance Board meeting at Manley on 16 Oct. where various school issues were discussed.

Cllr Crowe also joined in the Zoom Highways meeting on 25<sup>th</sup> September and details were forwarded to councillors via CW&C.

### **9 Accounts**

#### **Clerk's salary Q325**

It was proposed by Cllr Mahoney, seconded by Cllr Crowe, and agreed by ALL eligible to vote that the Clerk's salary of £727.26 should be accepted. ACTION :- CLERK

#### **PAYE payment Q325**

It was proposed by Cllr Mahoney, seconded by Cllr Lodge, and agreed by ALL eligible to vote that the PAYE payment of £172.40 should be accepted.

ACTION :- CLERK

#### **In Memoria charge**

It was proposed by Cllr Crowe, seconded by Cllr Lodge, and agreed by ALL eligible to vote that the In memorial charge of £35.00 should be accepted.

ACTION :- CLERK

#### **ChALC Invoice 135**

It was proposed by Cllr Crowe, seconded by Cllr Lodge, and agreed by ALL eligible to vote that the ChALC Invoice of £75.00 should be accepted.

ACTION :- CLERK

#### **Remembrance wreath**

It was proposed by Cllr Crowe, seconded by Cllr Lodge, and agreed by ALL eligible to vote that the charge of £20.00 should be accepted.

ACTION :- CLERK

#### **RBL Donation**

It was proposed by Cllr Lodge, seconded by Cllr Mahoney, and agreed by ALL eligible to vote that a donation to the RBL of £30.00 should be accepted.

ACTION :- CLERK

### **10 Planning Applications**

#### **24/02121/FUL The Cedars, Towers Lane**

Awaiting Decision

### **11 Items introduced by Parish Councillors/Clerk (Not for resolution)**

#### **Frodsham Swing Bridge**

Cllr Crowe advised that the Swing Bridge at Frodsham was to be closed in January 2026 for maintenance work.

It was agreed that the Parish Council should contact both Helsby and Frodsham Town Council to present a joint view.

ACTION :- CLERK

#### **Planters**

Mr Darren Crawford has agreed to clean the current planters and will refresh them in the spring.

#### **Metal Soldier silhouettes**

Mr Peter Niden has offered to put these out again in time for Remembrance Sunday

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

**13     Date of the next meeting** – Thursday 11<sup>th</sup> December 2025 at the Village Hall at 19.00

**Cllr.**     .....