



## MINUTES OF ALVANLEY PARISH COUNCIL HELD ON 15<sup>th</sup> JULY 2026 AT 19.00HRS AT ALVANLEY VILLAGE HALL

In Attendance: Cllr B Crowe  
Cllr H Lodge  
Cllr J Hughes (Chair)  
Cllr A Mahoney

Cllr J Wright  
Clerk: Mrs T Ryall-Harvey  
Members of the Public: 8

**APOLOGIES:** Apologies were received and accepted from Cllr D Gilbert due to a previous engagement.

### DECLARATION OF DISCLOSABLE INTERESTS –

Cllr Hughes declared a Disclosable Pecuniary Interest in planning application 26/02024/PIP and undertook to not participate in any discussion or vote on the matter and leave the room when this item was discussed as part of the Parish Council Meeting.

**EXCLUSION OF PRESS AND PUBLIC** - it was agreed that there were no issues that needed to be discussed with the exclusion of Press and Public.

### PUBLIC SESSION

A resident reported that she had submitted a response to Cheshire West and Chester Council objecting to the planning application 26/02024/PIP Land to the East Side of Frodsham Road. This objection had also been shared around the Parish Council for their review prior to the meeting and was available on Cheshire West and Chester Council's Planning Portal.

A further resident provided a verbal report highlighting their objection to the same planning application as he felt it conflicted with the Greenbelt statement in the Alvanley Design statement, building on the land could cause potential harm to the area and it conflicted with the landscape management guidelines.

The resident also queried the timescale advertised as the information provided by Cheshire West asked for comments in by 23<sup>rd</sup>, however on the poster on site it was advertising comment in by 25<sup>th</sup> which the resident felt was misleading. Cllr Hughes as a member of the public, confirmed that the dates displayed on the site had been agreed and evidenced to CWaC Planning Department

A resident asked for clarification of where the planning consultation site was and this was explained to them.

A resident raised concern about the current amount of traffic on the Helsby Road through the village and they had concerns about the number of lorries driving through the village. A further resident raised concern about high-speed vehicles drive through the village during the evening and late a night, using the roads as a racing track and it causes their house to vibrate. Cllr Crowe highlighted that the PCSO was undertaking a Police Surgery in August and all residents are welcome to meet the PCSO and share their concerns.

A resident mentioned their concern about the poor wi-fi in the area. A resident responded to say that this should be being improved by OpenReach as the copper cable was being turned off next year so all properties he believed

would be on fibre or another alternative.

Proposed by Cllr J Wright and seconded by Cllr A Mahoney and **RESOLVED 26/043** to close the Public Participation session and return to the meeting.

*3 residents left the meeting.*

## MINUTES

**RESOLVED 26/044** that the Chairman signs, as a true and correct record, the minutes of the meeting held on 20<sup>th</sup> May 2026 proposed by Cllr H Lodge and seconded by Cllr J Wright.

## PLANNING

The Planning Register dated 03/07/2026 was accepted.

The following planning consultation had been received since the last meeting:-

26/01831/FUL – 75 The Rock, Alvanley, Frodsham WA6 9AP – Conversion and alterations of existing coach house to include single storey extension to provide gym accommodation at ground floor level and living accommodation at first floor. The Parish Council agreed that this application did not make any impact site wise on the Parish and therefore it was proposed by Cllr J Wright, seconded by Cllr H Lodge and **RESOLVED 26/045** to support this application.

The following planning consultation had received a determination by the principal authority since the last meeting:-

25/02767/FUL - Cliff Farm Commonside Alvanley Frodsham WA6 9HA - Installation of 100 ground-mounted solar photovoltaic panels (approx. 55 kWp) on land to provide renewable energy for the dwellinghouse – **supported**.

26/01398/AGR - Land at Commonside, Alvanley, Frodsham – Erection of an agricultural storage building with open high bay area for high cab tractor storage and storage deck over part of main building – **decided prior approval required and refused**.

It was proposed by Cllr H Lodge, seconded by Cllr A Mahoney and **RESOLVED 26/046** that Cllr John Wright Chair the meeting for this item due to Cllr Hughes needing to leave the meeting.

*Cllr Jeanette Hughes left the meeting, Cllr John Wright took the chair.*

The following planning consultation had been received since the agenda was circulate:-

26/02024/PIP - Land To The East Side of Frodsham Road - Permission in principle for up to 9 dwellings

Cllr Wright comments that he believed the application would have a huge impact on the area.

Cllr Crowe wished to support the residents objections and wished to highlight that within the Alvanley Design Statement it recommended that paddocks in-between residents areas should remain to support the village views.

Cllr H Lodge comments about the land being within the Green Belt area and she felt Greenbelt should be protected, however if Cheshire West and Chester were minded to approve this application she would like to see two large properties built on this site rather than nine smaller properties.

Cllr A Mahoney hoped CWaC would take into consideration the Alvanley Design Statement. She highlighted the need for access and safety of residents to be considered should the application be approved.

Cllr Crowe proposed that the Parish Council support objections raised by the residents and the policies within the Alvanley Design Statement in particular reference to infill not being supported, this was seconded by Cllr A Mahoney and unanimously **RESOLVED 26/047**.

*Cllr Jeanette Hughes re-joined the meeting.*

## ACTIONS (*not otherwise on the agenda*)

Verbal reports on the following issues were received:-

Cheshire Railings repair by CWaC – Commonsides Crossroads – It was reported that CWaC had confirmed that the work to the Cheshire Railings on Commonsides Crossroads had been quoted and committed and was now with our contractor to program.

- Fingerpost – Helsby/Frodsham Road Junction – it was reported that the clerk was waiting on a further quote from Northwich Town Council.

**ACTION:** The Parish Council to arrange for the reinstallation of the fingerpost on junction of Frodsham Road and Helsby Road.

- Christmas Illuminations – Cllr Gilbert and Cllr Hughes had recently met with an electrician to obtain quotes to up light the trees in Alvanley that had been previously wrapped. Further quotes were being sought to comply with the application to the Marshes Community Benefit Grant.

Lights are still attached to the lighting column – Northwich Town Council had confirmed that they were not live – and the Clerk had reported the streetlight is not working.

- Wifi for Village Hall – Starlink is being installed on Friday 17<sup>th</sup> July 2026.

## MEETINGS ATTENDED

Cllr Crowe attended the following meetings and events:-

1<sup>st</sup> July - Early Years Link Meeting at Manley Primary School – to review the progress of reception since they started in September.

9<sup>th</sup> July – Full Governors Meeting at Alvanley Primary School.

15<sup>th</sup> July – Key Stage 2 – End of Year Performance at Alvanley Primary School.

Cllr J Hughes reported she had carried out Code of Conduct Training, and highlighted that complaint between Parish Councillors that are handled by the Monitoring Officer are currently being reviewed at National Level and this cost could potentially be borne by Parish Councils in future.

## FINANCIAL ITEMS

### Cashbook

Proposed by Cllr A Mahoney seconded by Cllr H Lodge and unanimously **RESOLVED 26/048** that the year-to-date cashbook dated 01/07/2026 be approved as a true and correct record.

### Parish Council Bank Account

Following the last meeting where it was agreed that the Clerk should explore moving the Parish Council's bank account to Lloyds as the Natwest Account was still linked to the Signatories personal accounts. It was confirmed that these had now been delinked and were only accessible via Bankline and therefore complied with the Financial Regulations. Additionally, the Clerk had received a bank card for purchases of single items under the value of £500 (as per financial regulation 8.1).

Bank Reconciliation – it was proposed by Cllr A Mahoney, seconded by Cllr J Wright and unanimously **RESOLVED 26/049** that the year-to-date bank reconciliation and bank statements dated 01/07/2026 that were provided to the meeting, reviewed and accepted, were signed by Cllr H Lodge.

### Payments for approval:-

Proposed by Cllr H Lodge, seconded by Cllr J Wright and unanimously **RESOLVED 26/050** to accept the list below of income received and payments made or due to be made since the last meeting for approval.

### **Income received since the last meeting**

|            |               |       |                        |
|------------|---------------|-------|------------------------|
| 30/06/2026 | Bank Interest | £8.35 | Bank Interest for June |
|------------|---------------|-------|------------------------|

|            |               |       |                       |
|------------|---------------|-------|-----------------------|
| 29/05/2026 | Bank Interest | £8.05 | Bank Interest for May |
|------------|---------------|-------|-----------------------|

**Payments made since the last meeting - for noting**

| Date       | Payable to           | Net Amount | VAT    | Gross Amount | Comment                                 |
|------------|----------------------|------------|--------|--------------|-----------------------------------------|
| 04/06/2026 | CTA IT Solutions Ltd | £105.00    | £0.00  | £105.00      | Domain, Emails and Hosting              |
| 04/07/2026 | CTA IT Solutions Ltd | £58.40     | £11.68 | £70.08       | Domain, Emails and Hosting              |
| 01/07/2026 | Wealth Management    | £10.00     | £2.00  | £12.00       | Payroll Services for May (Inv No 6827)  |
| 01/07/2026 | Wealth Management    | £10.00     | £2.00  | £12.00       | Payroll Services for June (Inv No 6938) |
| 01/07/2026 | Clerk's Salary       | £358.24    | £0.00  | £358.24      | Payroll for Tax Period 3                |
| 01/07/2026 | HMRC                 | £94.00     | £0.00  | £94.00       | PAYE Payment for Clerk                  |

**Payments not yet made - for approval**

| Payable to                              | Net Amount | VAT   | Gross Amount | Comment                                 |
|-----------------------------------------|------------|-------|--------------|-----------------------------------------|
| Wealth Management - The Accounts Centre | £10.00     | £2.00 | £12.00       | Payroll Services for July (Inv No 7060) |
| CHALC                                   | £25.00     | £0.00 | £25.00       | Code of Conduct Training                |
| Clerk's Salary                          | £358.04    | £0.00 | £358.04      | Payroll for Tax Period 4                |
| Clerk's Expenses                        | £42.20     | £0.00 | £42.20       | Clerk's Expenses                        |
| HMRC                                    | £94.00     | £0.00 | £94.00       | PAYE Payment for Clerk                  |

## ENVIRONMENT

Dog Fouling – it was reported that Cllr Gilbert was concerned dog walkers were not clearing up dog faeces on footpaths across farmers land.

The Parish Council have asked CWaC if they have any notices that could be put up to remind dog owners of their responsibilities. The Parish Council also discuss the possibility of relocating the dog waste bin from the top of Primrose Lane to the Junction of Commonside.

**ACTION:** Check with CWaC if there are any dog fouling £1,000 signs

And then review regarding the moving of the dog fouling bin – as Parish Councillors had concerns about the possibility of CWaC replacing the Dog Waste bin with a general rubbish bin which could result in fly tipping by the bin which they would not like to encourage.

*Cllr Crowe left the meeting.*

Local Hedges – it was reported that the Parish Council had recently received complaints of overgrown vegetation along footpaths and roadways and it was therefore agreed/noted that the Parish Council had send letters to:-

- Correy Vreckan
- 3 Ardern Lea
- 5 Ardern Lea

## HIGHWAYS MATTERS

It was noted that people were parking on the verge by the Cricket Club and the Parish Council had concerns as the Borough Council (CWA) had built the wide verge as a visibility splay for the safety of motorist and pedestrians many years ago and the Parish Council, and volunteers, has recently undertaken a scheme to enhance the verge

by planting 3,500 snowdrop bulbs which they hoped would not get destroyed due to vehicles parking on the verge in wet weather. Therefore it was proposed that Cllr A Mahoney speak to a committee member to see if they would be willing to put a A-board up on the verge every time the Cricket Club had an event saying: 'Please do not park here', and if an official letter was required then one should be sent by the Clerk.

## PARISH COUNCIL MATTERS

Standing Orders – the revised Standing Orders were circulated around the Parish Councillors and it was proposed by Cllr H Lodge seconded by Cllr A Mahoney and unanimously **RESOLVED 26/051** that they be adopted with immediate effect.

Strategic Plan – the draft Strategic Plan for 2027-30 was circulated around the Parish Councillors following a recent Working Group Meeting and it was proposed by Cllr H Lodge, seconded by Cllr J Wright and unanimously **RESOLVED 26/052** that this be adopted and a three-year budget be worked on to incorporate this plan.

Emergency Guide – the draft Emergency Guide was circulated around the Parish Councillors and it was proposed by Cllr J Wright seconded by Cllr A Mahoney and **RESOLVED 26/053** that this be adopted and added to the Parish Council's website.

Parish Council 'Drop-in' Session – Cllr Crowe confirmed that she had spoken to the White Lion and agreed that an area could be made available for Parish Councils to undertake 'drop-in' session. It was therefore agreed that this be trialled quarterly on a Monday evening between 6.30pm & 7.30pm and the first one be on 14<sup>th</sup> September, a rota would be agreed nearer to the time of which two Parish Councillors would attend which sessions.

Maintenance of Assets – It was reported that the two benches in Alvanley had recently been kindly painted with wood preserve by Mr George and Mr Hughes. The Parish Council thanked them to undertaking this. Mrs Chadwick has kindly agreed to water the planter on Church Way, the Parish Council have written to thank her.

Co-option – no applications had been received since the last meeting.

Training – It was reported that Cllr Hughes had recently attended a Code of Conduct Meeting and had shared around the Parish Councillors the slides. An internal Code of Conduct training was proposed to be rolled out to all Parish Councillors – date to be agreed.

Crime and Disorder Report – a written report was prepared by Cllr Gilbert and circulated around the Parish Council, this was reviewed and it was proposed by Cllr A Mahoney, seconded by Cllr H Lodge and unanimously **RESOLVED 26/054** that it be adopted and added to the Parish Council's website.

Local Council Award Scheme – it was reported by the Clerk that there were three opportunities within a year for a Parish Council to apply for a Local Council Award, January, May and September. Currently the Clerk believed that the Parish Council should be in a position to apply for the Bronze Award in January 2027, this would need to be agreed at the meeting on 9<sup>th</sup> December 2026.

Residents Survey – a draft Residents Survey document was circulated around the Parish Councillors, comments were received and the Clerk undertook to make the necessary changes.

The clerk sought confirmation of when would be the best time for Parish Councillors to distribute this survey, it was suggested that they should be printed in time to be distributed in the first week of September with a deadline for completion and returning to the Village Hall of 30<sup>th</sup> September so that results could be brought to the October meeting for review.

Quotes for the cost of printing 250 surveys had been sought:-

- University of Chester was £81.25
- Ashton Hayes Primary School quoted - £80.00

It was agreed due to the Primary School closing over the summer holidays that this time the Parish Council should ask the University of Chester to carry out the printing.

The Clerk sought clarification as to if the Parish Councillors wished to go ahead with offering a prize draw, this was agreed.

It was suggested that the survey be used to advertise the Parish Council 'Drop' in Session on 14<sup>th</sup> September.

It was confirmed the Parish Councillors wished the survey to be returned to the village hall and the clerk would supply a box for the results to be stored in.

All above actions were proposed by Cllr A Mahoney, seconded by Cllr J Wright and unanimously **RESOLVED 26/055**.

To agree date for the Parish Council meeting for the rest of the financial year:-

- Wednesday 20<sup>th</sup> January 2027
- Wednesday 24<sup>th</sup> March 2027 and Annual Parish Meeting of Electorates (Heather will not be in attendance)
- Wednesday 19<sup>th</sup> May 2027 – Annual (First) Parish Council Meeting

It was proposed by Cllr A Mahoney, seconded by Cllr H Lodge and unanimously **RESOLVED 26/056** that these dates be accepted.

Items for inclusion on the agenda for the next meeting:-

Nothing raised.

## NEXT MEETING

The next meeting of the Parish Council and will take place on Wednesday 9<sup>th</sup> September 2026 at Alvanley Village Hall at 19.00hrs.

The meeting closed at 20.15

Signed:.....

Dated:.....