



MEETING OF ALVANLEY PARISH COUNCIL

To the Members of Alvanley Parish Council: You are hereby summoned to attend the next Parish Council on Wednesday 9th September 2026 to be held in Alvanley Village Hall, which will begin at 19.00hrs for the transaction of the business set out below.

Signed *Trudy Ryall-Harvey*, Clerk

02/09/2026

clerk@alvanleyparishcouncil.gov.uk

07784 486 767

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND ALL COUNCIL MEETINGS

(Public Bodies (Admission to Meetings) Act 1960)

AGENDA

1.	APOLOGIES	and reason for absence.
2.	DECLARATIONS OF INTEREST	Members to declare any interest under the following categories: pecuniary, outside body and family, friend or close associate.
3.	EXCLUSION OF PRESS AND PUBLIC	Council is asked to discuss excluding the Press and Public for any items listed on the below agenda. The Parish Council may exercise their right to exclude the public and press by resolution from a closed meeting due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.
4.	PUBLIC PARTICIPATION	When members of the public may comment or raise questions regarding matters affecting the Parish. <i>(max. of 3 minutes per person without prior agreement with Chair and for a total of 10 minutes).</i> <i>This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate by asking questions, raising concerns or making comments on matters affecting Alvanley. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.</i> <i>N.B. Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)</i>
5.	MINUTES	To approve the minutes of the Parish Council meeting held on 15 th July 2026
6.	ACTIONS	To receive verbal updates on any actions from the minutes since the last meeting:- - Cheshire Railings repair by CWaC (Commonside Crossroads) - Fingerpost – Helsby/Frodsham road junction - To receive a verbal update on the on securing funding to paint the fingerposts and milestones in Alvanley. - Christmas Illuminations – to receive a verbal update on progress of securing funding to install up-light/down-lighters on trees in Alvanley. - Update on Wifi for Alvanley Village Hall
7.	MEETINGS ATTENDED	To receive verbal reports on meetings attended by Councillors since the last meeting.
8.	PLANNING	1) To note planning applications as listed on the planning register, including comments submitted since the last meeting and enforcement matters. 2) To note any planning applications received since the distribution of the Agenda.
10.	ACCOUNTS	1) To accept the YTD Cash Book and Out-turn (Forecast) to date. 2) To approve the year-to-date bank reconciliation. 3) To approve payments made since last meeting.
11.	ENVIRONMENT	1) Dog Fouling on local footpaths – to receive a verbal update on actions agreed. 2) Local Hedges – to note complaints received and actions taken on overgrown hedges in the area. 3) To agree to the planting of daffodils on the verges around the parish.

		4) Commonsides Landfill – to note the letter sent to Cheshire West and Chester and any response received.
12.	HIGHWAYS MATTERS	Parking on Verges – to receive a verbal update on this matter.
13.	PARISH COUNCIL MATTERS	1. To review and agree the adoption of the following policies:- Dignity Policy Health and Safety Policy Publication Scheme 2. Staffing - National Salary Awards – to approve the new pay scales for 2026-27 to be implemented from 1st April 2026. - Mileage Rates – to approve the updated mileage rates issues by HM Revenue and Customs. - Correspondence Address – to agree if the Parish Council supports the purchase of a PO Box Address for correspondence to protect the clerk's personal data. 3. Strategic Plan– to review Strategic Plan for 2026-27 and agree the next steps. 4. To review Crime and Disorder report for the local area, since the last meeting. 5. Parish Council Facebook Site – to discuss if the Parish Council wishes to create an information Facebook site and seek a volunteer to ensure that it is kept updated. 6. Litter picking – to note the next litter picking event in September. 7. Local Council Award Scheme – to receive a verbal update on next steps. 8. Parish Council Residents Survey – to receive a verbal update on the circulating, collating and reviewing of the Residents Survey. 9. Co-option – to discuss and vote on any applications for co-option received since the last meeting. 10. Training – to discuss and agree any training requirements since the last meeting.
14.	AGENDA ITEMS	To receive any items for inclusion on the agenda for the next meeting
15.	DATE OF NEXT MEETING	The next meeting of the Parish Council will take place on Wednesday 19 th October 2026 at Alvanley Village Hall at 19.00 hrs.



MINUTES OF ALVANLEY PARISH COUNCIL HELD
ON 15th 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 23rd, however on the poster on site it was advertising comment in by 25th 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 20th 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 – Commonside Crossroads – It was reported that CWaC had confirmed that the work to the Cheshire Railings on Commonside 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 17th July 2026.

MEETINGS ATTENDED

Cllr Crowe attended the following meetings and events:-

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

9th July – Full Governors Meeting at Alvanley Primary School.

15th 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
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29/05/2026	Bank Interest	£8.05	Bank Interest for May
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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 14th 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 9th 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 30th 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 14th 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 20th January 2027
- Wednesday 24th March 2027 and Annual Parish Meeting of Electorates (Heather will not be in attendance)
- Wednesday 19th 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 9th September 2026 at Alvanley Village Hall at 19.00hrs.

The meeting closed at 20.15

Signed:.....

Dated:.....

Alvanley Parish Council Planning Register 2024-25

Received	Number	Location	Description	PC Response	Result
Fri 19 Jul 2024	24/02121/FUL	The Cedars Towers Lane Alvanley Frodsham WA6 0LG	Remodelling of existing dwelling (Revised Description)	Supported	Awaiting decision

Alvanley Parish Council Planning Register 2026-27

Received	Number	Location	Description	PC Response	Result
Thu 26 Mar 2026	26/00974/FUL	Birches Farm, Manley Road, Alvanley, Frodsham WA6 9DD	Erection of temporary agricultural worker's dwelling	Supported	
Fri 08 May 2026	26/01398/AGR	Land at Commonsides, 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	Not consulted	Decided – prior approve required and refused
Thur 02 July 2026	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	No objections	Approved
Thur 09 July 2026	26/02024/PIP	Land To The East Side of Frodsham Road Alvanley Frodsham	Permission in principle for up to 9 dwellings	Objection submitted	
Wed 19 Aug 2026	26/02394/LBC	Alvanley Hall Court, Manley Road, Alvanley, Frodsham WA6 9DN	Single storey rear extension	Supported	

AGR – Agricultural application
 CAT – Conservation area tree
 FUL – Full application
 LBC – Listed building consent
 PDQ – Agricultural Buildings to Dwelling Houses
 REF - Appeal
 S73 – Minor material amendments
 LDC – Lawful Development Certificate
 TPO – Tree Preservation Order

Trudy Ryall-Harvey
 26/08/2026

Budget Element	Calc. %	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	2026-27	2026-27 Budget	2025-26 YE	Variance	Commentary
EXPENDITURE																		
People																		
Clerk & HMRC		452.24	452.24		904.48	452.24	452.24	952.24	452.24	452.24	452.24	452.24	452.24	5,927	5,000	3,851	-2,076	Costs include VAT
Professional service																		
Insurance			241											241	280	241	0	
Internal Audit		60												60	400	100	40	
External Audit														0	250	0	0	
Payroll Services			12		36		24	12	12	12	12	12	12	144	0	0	-144	
General Services																		
Email and Website Hosting		70	70	70	70								192	472	500	933	461	Annual Hosting Fee £136 + VAT, Annual
New Interactive Web Site		135	405										280	540	470	0	-540	
Parish Hall Hire													280	280	280	480	200	
Admin & Expenses		167												167	170	163	-4	
CHALC Membership														0	0	0	0	
Other memberships (SLCC)				47										47	52	47	0	
Data Protection Fee														0	50	0	0	
PPE for Events and Councillors														0	200	0	0	
Parish Council Logo Costs														0	600	0	0	0 Art Work
Clerk Equipment		63	57		42		50		50		50		50	363	0	96	-267	0 New Computer for Clerk etc
Admin & Expenses					25		50	35	75	25	50	50	75	385	500	330	-55	
Training														0	0	0	0	Next election is 2027
Elections																		
Projects																		
Ad Hoc Beneficial Items (S137)					25		474	125						624	50	877	253	Purchase of Poppy Wreath and Lamp-post Poppies
Christmas Lights & Consumables											3,996			3,996	1,300	786	-3,210	£500 based on last year and £400 for consumables
Electricity for Christmas Lights 2026											100			100	100	0	-100	
CwAc Approval Costs for Christmas Lights on																		
Lighting columns																		
Painting of Finger Posts								942	400					400	400	0	-400	
Parish Council Questionnaire					78									942	100	0	-942	Quote for Fingerpost Painting.
Inflation %		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	-78	Provision
Contingency % of above		0	0	0	0	0	21	38	34	18	70	18	37	236	380	0		
TOTAL CASH OUT		947	1,238	117	1,103	530	1,072	2,104	1,023	507	4,731	532	1,098	15,002	10,532	7,903		
RECEIPTS																		
Precept		11,102												11,102	11,102	5,500		
Bank Interest	Monthly	5	8	8	7	4	4	3	3	3	2	2	2	51	42	59		
VAT recovery													1,083	1,083	361	534		
Money taken from reserves														0	0	0		
Ward contribution							379							379	0	0		
Other							4,315							4,315	0	150		
TOTAL CASH IN		11,107	8	8	7	4	383	4,318	3	3	2	2	1,085	16,930	11,505	6,243		
Transaction Cash flow		10,160	-1,230	-109	-1,095	-526	-689	2,214	-1,020	-504	-4,729	-830	-14					
RESERVES																		
Grants & Projects - to be taken from reserves																		
General Reserves	2,469													0	2,706			
TOTAL IN RESERVES		0	0	0	0	0	0	0	0	0	0	0	0	0	2,706			
Cash in Bank	2,469	12,629	11,399	11,290	10,195	9,669	8,981	11,194	10,174	9,670	4,941	4,411	4,397					

Alvanley Parish Council

Bank Reconciliation to Cashbook 27/08/2026

Presented at Council Meeting 09/09/2026

Prepared

Balance shown on Cashbook	£9,665.43
Current Account	£447.63
Reserves Account	£9,217.80
TOTAL	£9,665.43
Balance in Current Account	£541.83
Balance in Reserves Account	£9,217.80
Uncleared payments	£94.20
TOTAL	£9,665.43
Reconciliation	Yes

☆	SLA P.C.OF ALVANLEY	GBP	541.83

☆	SLA PCC OF ALVANLEY	GBP	9,217.80
	> Interest rate		

Income received since the last meeting

31/07/2026	Bank Interest	£7.22	Bank Interest for July
31/08/2026	Bank Interest		Bank Interest for August

Payments made since the last meeting - for noting

Date	Payable to	Net Amount	VAT	Gross Amount	Comment
13/07/2026	Amazon	£20.82	£4.17	£24.99	Water Storage Containers
18/08/2026	University Of Che	£77.50	£0.00	£77.50	Printing of residents
01/07/2026	Wealth Managem	£10.00	£2.00	£12.00	Payroll Services for June (Inv No 69
25/08/2026	Clerk's Salary	£358.24	£0.00	£358.24	Payroll for Tax Period 5
28/08/2026	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
Clerk's Expenses	£81.75	£6.42	£88.17	Clerk's Expenses
Wealth Management	£10.00	£2.00	£12.00	Payroll Services for August
Wealth Management	£10.00	£2.00	£12.00	Payroll Services for September
Clerk's Salary	£358.04	£0.00	£358.04	Payroll for Tax Period 6
HMRC	£94.20	£0.00	£94.20	PAYE Payment for Clerk



26th August 2026

Delyth Curtis & Maria Byrne
Chief Executive & Director of Environment and Communities
Cheshire West and Chester Council

BY EMAIL ONLY

Re: Commonside Landfill, Alvanley - Request for Update, Transparency and Ongoing Community Engagement

Dear Ms Curtis & Ms Byrne,

Alvanley Parish Council writes on behalf of residents regarding the ongoing investigation into the former **Commonside Landfill Site** located northeast of Alvanley near Helsby.

The Parish Council recognises and welcomes the decision by Cheshire West and Chester Council to undertake a fresh investigation under **Part IIA of the Environmental Protection Act 1990**, supported by specialist consultants AECOM and with technical input from the Environment Agency.

We acknowledge that the site was previously investigated between 2004 and 2009 and was not then determined to meet the statutory definition of contaminated land. However, the emergence of further evidence, including the reporting of elevated concentrations of **polychlorinated biphenyls (PCBs)** in local sediments and the continuing concerns expressed by residents, environmental groups and elected members, has understandably renewed public interest in the site and its potential environmental impacts.

Residents remain concerned about the historic disposal of industrial wastes at Commonsides, including materials associated with petrochemical industries, electrical equipment, transformers and PCB-containing waste. Given the persistent nature of PCBs and their ability to accumulate in soils and sediments, the Parish Council considers it essential that the current investigation proceeds in a transparent and timely manner.

The Council understands that:

- Phase 1 investigations, including desk-based assessments, site inspections and preliminary sampling, have been completed;
- Further intrusive investigations, monitoring installations, boreholes and additional sampling programmes are underway or planned;
- The Environment Agency is providing technical advice in relation to groundwater and surface water impacts; and
- No final determination has yet been published regarding whether the site meets the statutory definition of contaminated land.

In light of these circumstances, Alvanley Parish Council respectfully requests clarification on the following matters:

1. **Investigation Timetable**

What is the current timetable for completion of the investigation and publication of the final AECOM report and associated findings?

2. **Publication of Data**

Will all sampling and monitoring results be published in full, including data relating to PCB concentrations in soil, groundwater, surface water and sediment samples?

3. **Environmental Monitoring**

What ongoing monitoring programme is currently in place for Foxhill Brook and downstream watercourses, and how frequently are samples being collected and assessed?

4. **Ecological Assessment**

Are ecological surveys and habitat assessments being undertaken alongside the contamination investigation to determine whether wildlife or downstream ecosystems may be affected?

5. **Contingency and Remediation Planning**

Should the investigation conclude that contamination is present and migration pathways are confirmed, what contingency arrangements exist and which authority would lead any remediation programme?

6. **Funding and Responsibility**

If remedial works become necessary, how would responsibility and funding arrangements be determined?

7. **Community Communication**

How frequently does Cheshire West and Chester Council intend to provide formal updates to residents, parish councils and community stakeholders while investigations continue?

Alvanley Parish Council also notes statements by United Utilities indicating that testing at the nearby Foxhill public water-supply borehole has not detected PCBs and that additional monitoring has been undertaken. While this is reassuring, residents remain concerned about

the broader environmental implications for local watercourses, sediments and habitats, and therefore seek continued vigilance and transparent reporting.

Alvanley Parish Council is committed to working constructively with Cheshire West and Chester Council, the Environment Agency and other stakeholders to ensure that residents are kept fully informed and that any risks identified are addressed promptly and effectively.

We would be grateful for a written response and would welcome the opportunity for a representative of the Council and/or AECOM to attend a future Parish Council meeting to provide an update on progress.

Yours sincerely,

T Ryall-Harvey

Trudy Ryall-Harvey
Clerk to Alvanley Parish Council

Cc: Environment Agency; Local Ward Members; Helsby Ward Councillors



Alvanley Parish Council

Dignity Policy

1. Introduction

Alvanley Parish Council is committed to ensuring that all employees, councillors, contractors and others who work with or for the Council are treated with **dignity, respect and courtesy** at all times. The Council has **zero tolerance** for bullying, harassment or victimisation in any form..

We aim to create a positive working environment where concerns are addressed early, fairly and sensitively.

2. Purpose of the Policy

This policy sets out:

- How the Council will respond to complaints of bullying or harassment
- The standards of behaviour expected from all individuals working with the Council
- The steps available to resolve concerns, both informally and formally

3. Scope

This policy applies to all employees, councillors, contractors, volunteers and anyone working on behalf of Alvanley Parish Council regardless of their contractual status or seniority. It applies to behaviour in the workplace, during work-related activities, during meetings and events, and communications (including online or via social media), and in any other context where the actions may impact working relationships or the reputation of the council.

4. Our Commitment

Alvanley Parish Council will not tolerate:

- Bullying
- Harassment
- Victimisation
- Retaliation against anyone who raises a concern in good faith

All complaints will be handled **promptly, sensitively and confidentially**, as far as reasonably possible. False or malicious allegations may result in disciplinary action.

5. Definitions

Bullying and Harassment

Bullying or harassment is **unwanted behaviour** that has the purpose or effect of:

- Violating someone's dignity
- Creating an intimidating, hostile, degrading, humiliating or offensive environment

Examples include (not exhaustive):

- Verbal abuse or offensive comments
- Spreading rumours
- Deliberate exclusion from work activities
- Withholding information needed to perform a job
- Humiliating someone in front of others
- Abusing a position of authority
- Unwanted physical contact
- Lewd or inappropriate comments
- Offensive jokes or nicknames
- Inappropriate messages, emails or social media posts

Behaviour may still be harassment even if the person did not intend to offend.

6. Victimisation

Victimisation occurs when someone is treated unfairly because they:

- Made a complaint
- Supported someone else's complaint
- Gave evidence in an investigation

Victimisation is strictly prohibited.

7. Reporting Concerns

7.1 If you are bullied or harassed by a member of the public or supplier

Report the matter to the **Parish Clerk**, or if appropriate, to the **Chairperson** or **Vice-Chairperson**.

7.2 If you are bullied or harassed by a councillor

Report the matter to the **Parish Clerk** or **Chairperson**. If the complaint concerns the Chairperson, report it to the **Vice-Chairperson**.

Concerns relating to potential breaches of the **Councillors' Code of Conduct** may be referred to the **Monitoring Officer**.

7.3 If you witness bullying or harassment

Report the incident confidentially to the **Parish Clerk, Chairperson, or Vice-Chairperson.**

7.4 If you are bullied or harassed by another member of staff

You may choose either:

- **Informal resolution**, or
- **Formal complaint** through the grievance procedure

8. Informal Resolution

Where appropriate, concerns may be resolved informally by:

- Speaking directly to the person involved, or
- Asking the Parish Clerk, Chairperson or Vice-Chairperson to speak on your behalf

A neutral mediator may be used if suitable. If resolved informally, no disciplinary action is normally taken.

9. Formal Complaints

If informal steps are unsuccessful or inappropriate, a formal complaint may be made under the Council's **grievance procedure**.

You will be asked to provide:

- The name of the person involved
- Details of what happened
- Dates and times
- Names of witnesses
- Any steps already taken

An investigator will be appointed. A panel will then consider the findings and meet with you before making a decision. You will have the right to appeal.

10. Disciplinary Action

If the investigation indicates that bullying or harassment may have occurred, the Council may begin its **disciplinary procedure**.

11. Confidentiality

The Council will maintain confidentiality wherever possible. However, to ensure a fair investigation, the person complained about will normally need to know the details of the allegation.

12. Support During Investigations

The Council will consider reasonable measures to support wellbeing, such as:

- Adjusting duties
- Avoiding direct contact with the person complained about
- Providing a neutral point of contact
- Signposting to support services

13. Responsibilities

All councillors, the Parish Clerk and contractors must:

- Treat others with dignity and respect
- Avoid behaviour that could be perceived as bullying or harassment
- Challenge inappropriate behaviour where safe to do so

The Chairperson and Vice-Chairperson must:

- Lead by example
- Promote a respectful working culture
- Ensure concerns are addressed promptly and appropriately

14. Review

This is a non-contractual policy. Alvanley Parish Council will review it regularly to ensure it remains effective and up to date.

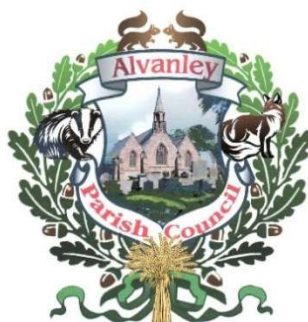
Date of Policy:

Date of Review:

Approved by the Chairperson; Name: Jeanette Hughes

Signature: _____

Date Policy adopted by Council: _____



ALVANLEY PARISH COUNCIL

HEALTH AND SAFETY POLICY

This policy sets out the general principles and approach that the Parish Council will follow in respect of Health and Safety legislation for premises which it uses and activities for which it is responsible.

1. Scope of the Policy

- **1.1** The Parish Council aims to protect the health, safety, and welfare of employees, Councillors, contractors, residents, and members of the public within its area who may be affected by the Council's activities.
- **1.2** The Parish Council will ensure that any buildings and amenities used by the Council have appropriate Health and Safety policies and procedures for the protection of the Parish Council and the public.
- **1.3** Councillors are required to take reasonable care of their own Health and Safety when carrying out duties on behalf of the Parish Council.

2. The Parish Clerk

- **2.1** If the Parish Clerk works from home, they must ensure that they maintain a safe working environment.
- **2.2** This includes observing legal recommendations for safe manual handling, the use of computer equipment (DSE), and ergonomic workstation design.

3. Contractors, Employees, and Volunteer Workers

- **3.1** The Parish Council will ensure that any contractors or volunteer workers engaged to carry out work on behalf of the Council are covered by adequate and appropriate Public Liability insurance.
- **3.2** Contractors, Councillors, and volunteer workers must report any hazard or unsafe situation encountered during their work to the Clerk or a nominated Councillor.
- **3.3** Employees, Councillors, contractors, and volunteers should:
 - Seek advice on safety and health matters from the Clerk.
 - Make proper use of protective clothing and safety equipment provided.
 - Report immediately to the Clerk any defects in plant, structures, equipment, or safety procedures which come to their notice.

- Report promptly to the Clerk any incidents which have led, or might lead, to injury or damage, and cooperate with any investigation undertaken to prevent a recurrence.
- **3.4** Employees and volunteers have a duty to care for their own safety and that of other persons who might be affected by their activities. They must cooperate with the Council to enable it to carry out its responsibilities successfully. The ultimate level of responsibility, however, rests with each individual.
- **3.5** A copy of this policy statement will be made available to all Council employees and Councillors. It will be reviewed, updated, or modified periodically.

4. Roads and Footpaths

- **4.1** The Parish Council will report any road, footway, or footpath hazard brought to its attention to the appropriate highways authority for further action.
- **4.2** The Council will actively encourage residents to report such issues directly to Cheshire West and Chester Council (CWaC).

5. Environment

- **5.1** The Parish Council will ensure, as far as reasonably practicable, that the Parish remains a safe and pleasant environment for its residents.
- **5.2** The Parish Council will obtain specialist technical and Health and Safety advice for any projects or activities requiring expertise beyond that held by the Council.
- **5.3** The Council will ensure that any work activities carried out on its behalf do not jeopardize the Health and Safety of the general public.

6. Risk Assessment

- **6.1** The Parish Council will carry out risk assessments appropriate to its activities and review them annually.
- **6.2** The Council will establish and monitor policies and procedures to mitigate any risks identified.

7. Council Safety Officer

- **7.1** The Parish Council will annually appoint a Councillor to act as the Safety Officer.
- **7.2** The appointed Safety Officer will:
 - Assume day-to-day responsibility for ensuring the Health and Safety Policy is maintained, promoted, and reviewed.
 - Ensure that regular risk assessments of working practices are conducted, followed by the consideration and implementation of necessary corrective or protective measures.
 - Maintain a secure file of all risk assessments for a minimum of 5 years.
 - Make effective arrangements to ensure contractors or volunteers working for the Council understand and comply with Health and Safety

requirements. (All contractors will be provided with a copy of this policy).

- Take immediate action following an accident or hazardous incident to prevent a recurrence, and ensure the necessary accident reporting procedures are completed.
- Act as the primary contact and liaison point for the Health and Safety Executive (HSE) and obtain specialist technical advice and assistance when necessary.

Adopted Date: [Insert Date]

Next Review Date: [Insert Date]



ALVANLEY PARISH COUNCIL

Publication Scheme

INTROUCTION

This publication scheme commits the Council to make information available to the public as part of its normal business activities. The information covered is included in the classes of information mentioned below, where this information is held by the Council.

Additional assistance is provided to the definition of these classes in sector specific guidance manuals issued by the Information Commissioner.

The scheme commits the Council to:

- proactively publish or otherwise make available as a matter of routine, information, including environmental information, which is held by the authority and falls within the classifications below.
- specify the information which is held by the authority and falls within the classifications below.
- proactively publish or otherwise make available as a matter of routine, information in line with the statements contained within this scheme.
- produce and publish the methods by which the specific information is made routinely available so that it can be easily identified and accessed by members of the public.
- review and update on a regular basis the information the authority makes available under this scheme.
- produce a schedule of any fees charged for access to information which is made proactively available.
- make this publication scheme available to the public.
- publish any dataset held by the authority that has been requested, and any updated versions it holds, unless the authority is satisfied that it is not appropriate to do so; to publish the dataset, where reasonably practicable, in an electronic form that is capable of re-use; and, if any information in the dataset is a relevant copyright work and the public authority is the only owner, to make the information available for re-use under the terms of the Re-use of Public Sector Information Regulations 2015, if they apply, and otherwise under the terms of the Freedom of Information Act section 19.

The term 'dataset' is defined in section 11(5) of the Freedom of Information Act. The term 'relevant copyright work' is defined in section 19(8) of that Act.

CLASSES OF INFORMATION

Class One - Who we are and what we do. Organisational information, locations and contacts, constitutional and legal governance.

Class Two - What we spend and how we spend it. Financial information relating to projected and actual income and expenditure, tendering, procurement and contracts.

Class Three - What our priorities are and how we are doing. Strategy and performance information, plans, assessments, inspections and reviews.

Class Four - How we make decisions. Policy proposals and decisions. Decision making processes, internal criteria and procedures, consultations.

Class Five - Our policies and procedures. Current written protocols for delivering our functions and responsibilities.

Class Six - Lists and registers. Information held in registers required by law and other lists and registers relating to the functions of the authority.

Class Seven - The services we offer. Advice and guidance, booklets and leaflets, transactions and media releases. A description of the services offered.

The classes of information will not generally include:

- Information the disclosure of which is prevented by law, or exempt under the Freedom of Information Act, or is otherwise properly considered to be protected from disclosure.
- Information in draft form.
- Information that is no longer readily available as it is contained in files that have been placed in archive storage, or is difficult to access for similar reasons.

THE METHOD BY WHICH INFORMATION PUBLISHED UNDER THIS SCHEME WILL BE MADE

The authority will indicate clearly to the public what information is covered by this scheme and how it can be obtained.

Where it is within the capability of a public authority, information will be provided on a website. Where it is impracticable to make information available on a website or when an individual does not wish to access the information by the website, a public authority will indicate how information can be obtained by other means and provide it by those means.

In exceptional circumstances some information may be available only by viewing in person. Where this manner is specified, contact details will be provided. An appointment to view the information will be arranged within a reasonable timescale.

Information will be provided in the language in which it is held or in such other language that is legally required. Where an authority is legally required to translate any information, it will do so.

Obligations under disability and discrimination legislation and any other legislation to provide information in other forms and formats will be adhered to when providing information in accordance with this scheme.

CHARGES WHICH MAY BE MADE FOR INFORMATION PUBLISHED UNDER THIS SCHEME

The purpose of this scheme is to make the maximum amount of information readily available at minimum inconvenience and cost to the public. Charges made by the authority for routinely published material will be justified and transparent and kept to a minimum.

Material which is published and accessed on a website will be provided free of charge.

Charges may be made for information subject to a charging regime specified by Parliament.

Charges may be made for actual disbursements incurred such as:

- photocopying
- postage and packaging
- the costs directly incurred as a result of viewing information

Charges may also be made for information provided under this scheme where they are legally authorised, they are in all the circumstances, including the general principles of the right of access to information held by public authorities, justified and are in accordance with a published schedule or schedules of fees which is readily available to the public.

Charges may also be made for making datasets (or parts of datasets) that are relevant copyright works available for re-use. These charges will be in accordance with the terms of the Re-use of Public Sector Information Regulations 2015, where they apply, or with regulations made under section 11B of the Freedom of Information Act, or with other statutory powers of the public authority.

If a charge is to be made, confirmation of the payment due will be given before the information is provided. Payment may be requested prior to provision of the information.

WRITTEN REQUESTS

Information held by a public authority that is not published under this scheme can be requested in writing, when its provision will be considered in accordance with the provisions of the Freedom of Information Act.

CONTACT DETAILS

If you require a paper version of any information or want to ask whether information is available, please contact the council by telephone, email or letter. Contact details are set out below.

Tel: 07784 486 767

Email: clerk@alvanleyparishcouncil.gov.uk

Alternatively, you can visit our website <https://alvanleyparishcouncil.gov.uk>

Approved: 4th March 2026

Revised: 9th September 2026

Next Review Date: May 2027

ANNEX 1 – Published Information

Information to be Published	Where Information can be obtained	Cost (hard copy only)
Class 1 – who we are and what we do (Organisational information, structures, locations and contacts)		
Contact details for Parish Clerk and Council Members	Website https://alvanleyparishcouncil.gov.uk/the-council/	NIL
Who's who on the Council and its Committees	Website https://alvanleyparishcouncil.gov.uk/the-council/	NIL
Class 2 – What we spend and how we spend it (Financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit)		
Annual return form and report by auditor	Website https://alvanleyparishcouncil.gov.uk/wp-content/uploads/2026/04/APC-AGAR-2025-26_Redacted.pdf https://alvanleyparishcouncil.gov.uk/financial-documents/	NIL
Finalised budget	https://alvanleyparishcouncil.gov.uk/wp-content/uploads/2026/05/Budget-2026-27.pdf On Parish Council website Financial Documents page:- https://alvanleyparishcouncil.gov.uk/financial-documents/	NIL
Precept	Contact the Clerk to obtain	NIL
Financial Standing Orders and Regulations	Website https://alvanleyparishcouncil.gov.uk/wp-content/uploads/2026/04/Financial-Regulation.pdf https://alvanleyparishcouncil.gov.uk/wp-content/uploads/2026/04/Standing-Orders.pdf On the website Policies and Procedures page:- https://alvanleyparishcouncil.gov.uk/policies-procedures/page/2/	NIL
Grants given and received	NONE	N/A
List of current contracts awarded and value of contract	Hard Copy	NIL
Members' Allowances and expenses	Hard Copy / electronic	NIL
Class 3 – What our priorities are and how we are doing (Strategies and plans, performance indicators, audits, inspections and reviews)		
Strategies and plans, performance indicators, audits, inspections and reviews, current and previous year as a minimum		
Annual Parish Meeting Report	Website :- https://alvanleyparishcouncil.gov.uk/wp-content/uploads/2026/06/2604-APM-Minutes-Draft.pdf On Parish Councils Agendas & Minutes page:- https://alvanleyparishcouncil.gov.uk/meetings/	N/A
Strategic Plan	Website:- https://alvanleyparishcouncil.gov.uk/projects-and-initiatives/	NIL
Annual Report	Website: https://alvanleyparishcouncil.gov.uk/wp-content/uploads/2026/04/Annual-Report-2025-26.pdf On Parish Council website Financial Documents page:- https://alvanleyparishcouncil.gov.uk/financial-documents/	N/A

Neighbourhood Plan	NONE	N/A
Class 4 – How we make decisions <i>(Decision making process and records of decisions)</i>		
Timetable of meetings	Website https://alvanleyparishcouncil.gov.uk/meeting-dates/	NIL
Agendas of meetings	Website https://alvanleyparishcouncil.gov.uk/meetings/ Published on Parish Council noticeboard 3 clear days prior to the meeting	NIL
Minutes of meetings	Website https://alvanleyparishcouncil.gov.uk/meetings/	NIL
Reports presented to council meetings – NB this will exclude information that is properly regarded as private to the meeting.	On the website included with the Agendas :- https://alvanleyparishcouncil.gov.uk/meetings/ or via contacting the Parish Clerk	NIL
Responses to consultations papers	Contact the Clerk to obtain	Depending on size of document
Response to planning applications	All comments can be viewed at https://pa.cheshirewestandchester.gov.uk/online-applications/	NIL

Class 5 – Our Policies and procedures <i>(Current written protocols, policies and procedures for delivering our services and responsibilities)</i>		
Policies and procedures for the conduct of council business: Procedural standing orders, Code of Conduct, Policy statements	Website https://alvanleyparishcouncil.gov.uk/policies-procedures/	NIL
Policies and procedures for the provision of services and about the employment of staff: Equal opportunities policy, Health and safety policy, Complaints procedures (including those covering requests for information and operating the publication scheme)	Website https://alvanleyparishcouncil.gov.uk/policies-procedures/	NIL
Schedule of charges (for the publication of information)	Website https://alvanleyparishcouncil.gov.uk/policies-procedures/	NIL

Class 6 – Lists and Registers		
Assets register	Included within the Financial Summary on the website https://alvanleyparishcouncil.gov.uk/financial-documents/	NIL
Register of members' interests	Website https://alvanleyparishcouncil.gov.uk/the-council/	NIL
Register of gifts and hospitality	Hardcopy / Inspection	NIL

Class 7 – The services we offer <i>(Information about the services we offer, including leaflets, guidance and newsletters produced for the public and businesses)</i>		
Street Furniture, seats etc	Included within the Financial Summary on the website https://alvanleyparishcouncil.gov.uk/financial-documents/	NIL

24 August 2026

2026-27 NATIONAL SALARY AWARD

The National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2026-27 to be implemented from 1 April 2026. Employers are encouraged to implement this pay award as swiftly as possible.

Backpay for employees who have left employment since 1 April 2026. If requested by an ex-employee to do so, we recommend that employers should pay any monies due to that employee from 1 April 2026 to the employee's last day of employment.

The attached Annex lists the new pay scales for clerks and other employees employed under the terms of the model contract including SCPs 50 and above. These should be retrospectively applied from 1 April 2026.

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ANNEX 1

	1 April 2025	1 April 2026			Scale Ranges
SCP	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
1	Deleted w e f 1st April 2023				Below LC Scale (for staff other than clerks)
2	£24,413	£12.65	Deleted w e f 1st April 2026		
3	£24,796	£12.85	£25,614	£13.28	
4	£25,185	£13.05	£26,016	£13.48	
5	£25,583	£13.26	£26,427	£13.70	
5	£25,583	£13.26	£26,427	£13.70	
6	£25,989	£13.47	£26,847	£13.92	
7	£26,403	£13.69	£27,274	£14.14	LC1 (5-6) (below substantive range)
8	£26,824	£13.90	£27,709	£14.36	
9	£27,254	£14.13	£28,153	£14.59	
10	£27,694	£14.35	£28,608	£14.83	
11	£28,142	£14.59	£29,071	£15.07	
12	£28,598	£14.82	£29,542	£15.31	

	1 April 2025	1 April 2026			Scale Ranges
SCP	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
13	£29,064	£15.06	£30,023	£15.56	LC1 (13-17) (above substantive range)
14	£29,540	£15.31	£30,515	£15.82	
15	£30,024	£15.56	£31,015	£16.08	
16	£30,518	£15.82	£31,525	£16.34	
17	£31,022	£16.08	£32,046	£16.61	
18	£31,537	£16.35	£32,578	£16.89	LC2 (18-23) (below substantive range)
19	£32,061	£16.62	£33,119	£17.17	
20	£32,597	£16.90	£33,673	£17.45	
21	£33,143	£17.18	£34,237	£17.75	
22	£33,699	£17.47	£34,811	£18.04	
23	£34,434	£17.85	£35,570	£18.44	LC2 (24-28) (substantive benchmark range)
24	£35,412	£18.35	£36,581	£18.96	
25	£36,363	£18.85	£37,563	£19.47	
26	£37,280	£19.32	£38,510	£19.96	
27	£38,220	£19.81	£39,481	£20.46	
28	£39,152	£20.29	£40,444	£20.96	LC2 (29-32) (above substantive benchmark range)
29	£39,862	£20.66	£41,177	£21.34	
30	£40,777	£21.14	£42,123	£21.83	
31	£41,771	£21.65	£43,149	£22.37	
32	£42,839	£22.20	£44,253	£22.94	
33	£44,075	£22.85	£45,529	£23.60	LC3 (33-36) (below substantive range)
34	£45,091	£23.37	£46,579	£24.14	
35	£46,142	£23.92	£47,665	£24.71	
36	£47,181	£24.46	£48,738	£25.26	
37	£48,226	£25.00	£49,817	£25.82	LC3 (37-41) (substantive benchmark range)
38	£49,282	£25.54	£50,908	£26.39	
39	£50,269	£26.06	£51,928	£26.92	
40	£51,356	£26.62	£53,051	£27.50	
41	£52,413	£27.17	£54,143	£28.06	
42	£53,460	£27.71	£55,224	£28.62	LC3 (42-45) (above substantive benchmark range)
43	£54,495	£28.25	£56,293	£29.18	
44	£55,801	£28.92	£57,642	£29.88	

	1 April 2025	1 April 2026			Scale Ranges
SCP	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
45	£57,139	£29.62	£59,025	£30.59	
46	£58,523	£30.33	£60,454	£31.33	LC4 (46-49) (below substantive range)
47	£59,922	£31.06	£61,899	£32.08	
48	£61,198	£31.72	£63,218	£32.77	
49	£62,852	£32.58	£64,926	£33.65	
50	£64,373	£33.37	£66,497	£34.47	LC4 (50-54) (substantive benchmark range)
51	£65,925	£34.17	£68,101	£35.30	
52	£68,053	£35.27	£70,299	£36.44	
53	£70,176	£36.37	£72,492	£37.57	
54	£72,307	£37.48	£74,693	£38.72	LC4 (55-62) (above substantive benchmark range)
55	£74,454	£38.59	£76,911	£39.86	
56	£76,572	£39.69	£79,099	£41.00	
57	£78,718	£40.80	£81,316	£42.15	
58	£80,821	£41.89	£83,488	£43.27	
59	£82,815	£42.93	£85,548	£44.34	
60	£84,852	£43.98	£87,652	£45.43	
61	£86,939	£45.06	£89,808	£46.55	
62	£89,081	£46.17	£92,021	£47.70	

* Hourly Rates

As per the NJC agreement, hourly rates are calculated by dividing annual salary by 52.143 weeks and then by 37 hours. Please note that these hourly rates do not now differ from those published by NJC for Principal Authorities as the calculation bases are in agreement.

Please also note that NJC resolved to delete SCP 1 w.e.f. 1st April 2023

Please also note that NJC have resolved to delete SCP 2 w.e.f. 1st April 2026

[Advice note](#)

08 Jun 2026

Travel — mileage and fuel rates and allowances

This advice note was last updated on 8 June 2026.

HM Revenue & Customs (HMRC) has changed the approved mileage rates for the tax year 2026/27. It is the first change since 2011.

Approved mileage rates from tax year 2026 to 2027

- Cars and vans — 55p per mile for the first 10,000 business miles in the tax year, then 25p per mile thereafter.
- Motorcycles — 24p per business mile.
- Bicycles — 20p per business mile.

How this affects parish and town councils

This will depend on a few factors:

- If mileage rates are included in the council's policy or someone's contract or terms as "in line with HMRC mileage rates" or words to that effect, then they should automatically be paid the new HMRC rates.
- If it instead specifies the figures, for example, 45 pence per mile, then they will need to be amended through the usual process for amending council policy or an employee's contract.
- NALC's [template contract of employment for parish and town councils](#) and [model contract of employment](#) created by WorkNest and endorsed by One Voice Wales and the Society of Local Council Clerks refer to the "National Joint Council for Local Government Services (NJC) rate in force". So anyone whose contract uses that wording is not affected by the change in the HMRC rates. The NJC is not planning to change the rates from those agreed in 2010, as they now recommend using HMRC rates instead.

2026 Key Performance Indicators		
Target	Timescale	Achieved
KPI-1 To continue to develop key partnerships with the local authorities	Q1-Q4	<i>Ongoing – Clerk to support</i>
KPI-2 To continue to develop working relationships with adjoining Parish Councils	Q1-Q4	<i>Ongoing – Clerk to support</i>
KPI-3 To continue to develop funding streams with local businesses	Q1-Q4	<i>Strategy required for small working group to take forward. Alvanley Agricultural Services supporting with the repair, repaint and installation of the finger post. Enviro Tree Services Ltd supporting with tree pruning for Christmas lights.</i>
KPI-4 To continue to establish sources of income via grants and social funding	Q1-Q4	<i>Strategy required for small working group to take forward with local businesses linked to CWAC tenders. Grants submitted to Marshes Community Benefit Fund. CWaC Ward Councillor</i>
KPI-5 To continue to engage community involvement via regular forums and interaction	Q1-Q4	<i>Ongoing – strategy required for small working group. Snowdrop planting initiated and donated by a member of the community Bi-annual Community Litter picking Event organized for September. Individuals within the community committed to water the planters during the summer. Parish Council circulated Residents Survey – end date for responses 30th September. Drop-in surgeries due to start in September</i>
KPI-6 To encourage councillors and employees to undertake up to date and relevant training and report back	Q1-Q4	<i>New councillors have undertaken x3 approved courses. Future training to be agreed. Code of Conduct Training Undertaken by JH. Clerk undertaking relevant SLCC training – ongoing.</i>
KPI-7 To develop and implement quarterly newsletter.	Q1-Q4	<i>Newsletters published March 2026 & July 2026. All Councilors to provide information for the next newsletter</i>
KPI-8 To ensure the relevant councillor attends forums and meetings and report back.	Q1-Q4	<i>Ongoing – Chair to agree appropriate councillor to attend as required. Chair and Vice Chair to attend annual conference in September</i>
KPI-9 To continue to oversee the internal audits of the Parish Council	Q1-Q4	<i>Internal Audit completed for 2025-26 satisfactorily and certificate of exemption for External Audit submitted to PKF Little John.</i>
KPI-10 To continue to deliver the councils green initiative through footpath improvements	Q1-Q4	<i>Ongoing – review of footpaths to be undertaken. Dog Fouling Signs agreed</i>

		<i>with footpath officer and installed. Extra signs to be installed by councillors following landowner approval</i>
KPI-11 To continue to undertake regular Parish Council meetings and promote the minutes as required	Q1-Q4	<i>Regular Parish Council meetings are undertake, Agenda and Minutes are published on website.</i>
KPI-12 The Parish Clerk to continue to keep Councillors up to date with current legislation governing town and parish councils	Q1-Q4	<i>Ongoing</i>
KPI-13 The Clerk to provide annual financial records to the Council for approval prior the annual auditing	Q1	<i>Financial Records have been supplied to the Council, approved and published on the website in compliance with Transparency Code. Annual Audit process completed for 2025-26.</i>
KPI-14 To continue effective relations with Chalc and Nalc to ensure Parish Councillors are kept abreast of current changes in legislation	Q1-Q4	<i>Ongoing. Information emails provided on a regular basis</i>



Crime and Disorder Report – June 2026

Top reported crimes

Most commonly reported crimes during Jun 2026

Criminal damage and arson	7
Violence and sexual offences	5
Other theft	3
Public order	1

Crime levels in your area

Crime for last year



Click on a hotspot to see more details. Alternatively, [view as A-Z list](#).



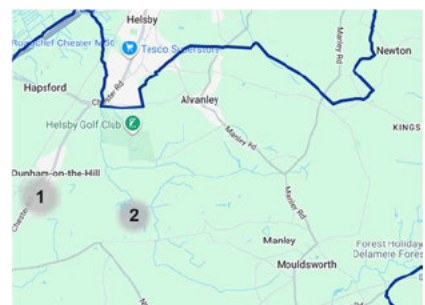
Crime type and time period title

All Crimes (18)

June 2026

18 crimes were reported here in June 2026

Criminal damage and arson	7
Violence and sexual offences	5
Other theft	3
All other crime	3



Priority:

Concerns raised regarding youths becoming involved in anti-social behaviour at Castle Park and Saltworks metal shipping container.

Issued 29 July 2026

Action taken:

PC Blake and PCSO Flanagan have targeted the offenders, working with the community to ID the youths responsible and parents have been spoken to regarding their behaviour. PCSO Flanagan also has multiple meetings with the primary and high schools where he completes education to students on ASB and encourages using the Frodsham social club as a way for children to socialise. The metal container has been dismantled and removed.

Actioned 29 July 2026