MINUTES OF ALVANLEY PARISH COUNCIL HELD ON 21st OCTOBER 2026 AT 19.00HRS AT ALVANLEY VILLAGE HALL

In Attendance:	Cllr B Crowe	Cllr H Lodge
	Cllr D Gilbert	PCSO Neil Flannigan
	Cllr J Hughes (Chair)	Cllr H Deynem (Ward Councillor)
	Cllr J Wright	Clerk: Mrs T Ryall-Harvey
	Cllr A Mahoney	Members of the Public: 3

APOLOGIES: No apologies were received.

DECLARATION OF DISCLOSABLE INTERESTS – NOTHING DECLARED

EXCLUSION OF PRESS AND PUBLIC - it was proposed by Cllr Hughes and seconded by Cllr Wright and RESOLVED 26/070 that agreed that item relating to the MCBF Grant Application be taken with the exclusion of Press and Public due to the financially sensitive nature of the discussions.

PUBLIC SESSION – Public Participation was taken later in the meeting.

MINUTES

RESOLVED 26/071 that the Chairman signs, as a true and correct record, the minutes of the meeting held on 9th September 2026 proposed by Cllr Gilbert and seconded by Cllr Wright.

ACTIONS (*not otherwise on the agenda)*

Verbal reports on the following issues were received:-

- Cheshire Railings repair by CWaC – Commonside Crossroads – It was confirmed that CWaC's contractor was having difficulty finding a supplier to this type of fencing, as their main supplier has stopped selling this type of fencing due to low demand, they are trying to find a new supplier. At the moment CWaC are unable to provide a timescale of when this work will be completed, but they are chasing and will let us have a start date as soon as they have one.
  ACTION: Clerk to obtain a quote from Alan Williams

MEETINGS ATTENDED since the last meeting:-

Cllr Gilbert and Cllr Hughes reported on the recent CWaC Town and Parish Council Conference that they attended on 30th September on behalf of the Parish Council. They confirmed the topics presented were all about partnership working; Parish Councils working with Authority for the benefit of the communities.

Cllr Hughes and Cllr Gilbert also attend the CHALC AGM where several motions relating to planning were debated and voted on.

Cllr Wright provided an update on behalf of the Village Hall Committee confirming that the following work was being carried out:-

- Repairs to the footpath to the side of the village hall were scheduled,

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- The committee was working through the legalities of the site,
- A facebook site was being set up,
- They are working through obtaining quotes to replace the flooring and decorating.
- The Committee was hoping to organise the showing of the at six nations rugby in the hall early next year. A suggestion was made by Cllr Hughes that the committee liaise with the Scouts to see if there was any projects they could assist with to obtain their volunteering badges.

Cllr Crowe reported that she had attended a full Grosvenor's board meeting on 10th September in Manley on behalf of the Parish Council, she reiterated her desire to stand down as the representative and urged the Parish Councillors to consider providing a representative in her place. It was agreed that this would be reviewed following the elections in May.

Cllr Deynem joined the meeting.

Public Participation
Cllr Deynem reiterated that Ward Councillors were no-longer able to 'call in' planning application. Moving forward the Chair of Planning and Head of Planning had to unanimously agree for an application to be considered at Committee.

PLANNING
The Planning Register dated 07/10/2026 was accepted.

The following planning consultation had been received since the last meeting:-
26/03000/FUL – Holly Tree Cottage, Commonside, Alvanley, Frodsham WA6 9HB – replacement of existing modern timber double-glazed windows with traditional hardwood flush casement windows to the side and rear elevations. Proposed by Cllr Mahone, seconded by Cllr Crowe and unanimously RESOLVED 26/072 that the Parish Council submit a response in support of this application.
ACTION: Clerk to submit the response.

It was noted that the Cheshire West and Chester Council Boroughwide Design Code was being consulted on until Tuesday 24th November, it was agreed that the Parish Councillors could individually respond.
ACTION: Cllr Hughes undertook to review the consultation and circulate a response around the Parish Council for their approval prior to submitting it to CWaC.

FINANCIAL ITEMS
Outturn
Proposed by Cllr Gilbert seconded by Cllr Mahoney and RESOLVED 26/073 that the Outturn V Budget dated 07/10/2026 be approved as a true and correct record.

Proposed by Cllr Mahoney, seconded by Cllr Lodge and RESOLVED 26/074 that the year-to-date cashbook dated 07/10/2026 be approved as a true and correct record.

Bank Reconciliation – it was proposed by Cllr Wright, seconded by Cllr Lodge and RESOLVED 26/075 that the year-to-date bank reconciliation and bank statements dated 07/10/2026 that were provided to the meeting, reviewed and accepted, were signed by Cllr Wright and Cllr Lodge.

Payments for approval:-
Proposed by Cllr Wright, seconded by Cllr Crowe and RESOLVED 26/076 to accept the list below of income received and payments made or due to be made since the last meeting for approval.

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Income received since the last meeting

30/09/2026	Bank Interest	£6.66	Bank Interest for September
16/10/2026	Mr S & P Noden	£515.00	Contribution towards repair of street light unit
16/10/2026	J Wright	£18.00	Contribution towards purchase of Lamp-post Poppies
21/10/2026	Marshes Community Benefit Fund	£4,315.32	Grant towards the installation of replacement festive lights and renovation of fingerposts and milestone
02/10/2026	Brady Corp Ltd (Seton Signs Ltd)	£105.72	Credit for Dog Fouling Signs

Payments made since the last meeting - for noting

Date	Payable to	Net Amount	VAT	Gross Amount	Comment
11/09/2026	Boston Seeds	£44.16	£8.83	£52.99	Daffodil Bulbs
14/09/2026	DW Gilbert	£12.49	£2.50	£14.99	Daffodil Bulbs for Planters
14/09/2026	Wealth Management	£10.00	£2.00	£12.00	Payroll Services for September
15/09/2026	Seton Signs Ltd	£326.75	£65.35	£392.10	Dog Fouling Signs
29/09/2026	Walkers Plant Centre	£38.40	£7.68	£46.08	Daffodil Bulbs
29/09/2026	Morecambe TC	£115.00	£0.00	£115.00	Poppy Field' Poppies
14/10/2026	Wealth Management	£10.00	£2.00	£12.00	Payroll Services for October
15/10/2026	Royal British Legion	£98.00	£0.00	£98.00	Wreath and Lamp-post Poppies
16/10/2026	Amazon	£15.99	£0.00	£15.99	PPE Equipment for Bulb Planting
19/10/2026	Royal British Legion	£18.00	£0.00	£18.00	Lamp-post Poppies
21/10/2026	CWaC	£515.00	£0.00	£515.00	Repair to Street Column No 8

Payments not yet made - for approval

Payable to	Net Amount	VAT	Gross Amount	Comment
Clerk's Expenses	£90.45	£0.00	£90.45	Clerk's Expenses
Clerk's Salary	£369.97	£0.00	£369.97	Payroll for Tax Period 7
HMRC	£99.20	£0.00	£99.20	PAYE Payment for Clerk

ENVIRONMENT

Dog Fouling – it was reported that following the last meeting the 'Clean it up' signs kindly funded by the Ward Councillor had now been purchased and put up on footpaths on rights of way around Alvanley. Cllr Gilbert was pleased to report that following the signs being put up he was finding no dog faeces on the footpaths he walked.

Concern was however raised that more dog faeces bins were required in the area. The Parish Councillors were concerned that general litter bins were not the solution as they considered that this encouraged fly tipping. It was suggested that this be considered further.

PCSO joined the meeting.

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Public participation.
PCSO was pleased to report that there had been no incidents that he was aware of since the last meeting within Alvanley. A resident raised concern about a recent incident where he was approached by people in a white van who were travelling around the area interested in camper vans, the resident confirmed he had reported this incident to the Police directly and got an incident number.

Cllrs reported that at their recent surgery, residents raised concerns about speeding in the area. The PCSO agreed to visit the area with the trucam now it had been returned from being calibrated. The PCSO confirmed that enforceable areas are only approved within 40mph areas with a pavement to allow the safe deployment of officers. Therefore, if there are any roads that the Parish Council wish to report to the PCSO within these criteria please email him and he will arrange for them to be assessed by the Traffic Management Office. The PCSO suggested next time the Parish Council undertook a surgery if they let him know he would happily attend if he was available.
ACTION: Clerk to confirm to PCSO date of next Parish Council Surgery.

PCSO left the meeting.

Local Hedges – it was reported that the Parish Council had received no complaints in relation to overgrown hedges since the last meeting, however CWAC had contacted the Parish Council about concerns regarding the overgrown hedge at 3 Ardern Lea, the Cheshire West Officer had visited the house but found no-one to be available, he undertook to continue to try to make contact.

Cllr Gilbert confirmed that Enviro Tree Service had visited Alvanley and kindly crown lifted the trees on the Primrose Lane Green on Tuesday 15th September.
Proposed by Cllr Crowe, seconded by Cllr Lodge and RESOLVED 26/077 that a letter of thanks be sent to Enviro Tree Services.
ACTION: Clerk to send thank you letter.

Daffodils – Cllr Gilbert confirmed that the daffodils that had been purchased, kindly funded by the Ward Councillor, had been planted on 18th October on Primrose Lane, The Rock, Cricket Club corner, Frodsham Road verge and the planters have also had bulbs planted in for the spring. Cllr Hughes thanked everyone who came out and volunteered their time for this event.

Commonside Landfill – Cllr Hughes reported that she and Cllr Gilbert had been contacted by Phil McCann, Senior Reporter for BBC Northwest, in relation to the Commonside Landfill site, she had provided him with the Parish Council's website for information on the letter sent to CWaC and the response received.

HIGHWAYS MATTERS – Nothing further raised, all matters covered earlier with the PCSO.

PARISH COUNCIL MATTERS

Policies for Review
Co-option Policy and Procedures – following advice received it was proposed by Cllr Gilbert and seconded by Cllr Mahoney and RESOLVED 26/078 that the Co-option Policy and Procedures be withdrawn and that a revised policy be brought to a future meeting.

It was agreed that the Parish Councillors would draft and discuss a new Co-option Policy before the next meeting by way of a Working Group meeting which the Clerk would organise.

Cllr Deynem and one member of the public left the meeting.

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Data Protection Policy – the policy was reviewed and it was proposed by Cllr Lodge, seconded by Cllr Mahoney and RESOLVED 26/079 that this policy be readopted.

Transparency Policy – this policy was deferred to the next meeting.

3 Year Budget - the draft 3 Year Budget was circulated with the Agenda Pack and it was proposed by Cllr Gilbert, seconded by Cllr Wright and RESOLVED 26/080 that the 3-year budget be adopted.
ACTION: Put 3 Year Budget on website.

Crime and Disorder Update – a written report was circulated of the updated Crime and Disorder stats since the last meeting from the area, this was noted.

Donations –In recognition of the support provided by businesses towards community projects in Alvanley, it was proposed by Cllr Gilbert, seconded by Cllr Wright and RESOLVED 26/081 that donations be accepted. The Parish Council agreed to acknowledge donors on its website and may include information about their businesses. Such recognition is intended to highlight their contribution to the local community and does not constitute an endorsement or recommendation by the Parish Council

Parish Council Residents Survey – a report of the responses received following the recent residents survey was circulated with the agenda papers and noted at the meeting. It was noted that 15% of households in the area had responded to the survey and the results would be shared on the Parish Council website.
ACTION: Put Survey Results on Parish Council website.

The names of the residents who had agreed to take part in the competition were put drawn together for one to be selected. The draw was made by a member of the public at the parish Council meeting. The winner was announced as being Keith Carter.
ACTION: Clerk to arrange voucher.

Parish Council/Residents Surgery – Cllr Hughes reported that the surgery was very successful, she raised one concern by a resident that there were no warning signs for Commonside Tip, Cllr Hughes reported that she had visited the area the next day and saw that there were signs and cameras and a sturdy fence around the area.
ACTION: write to the resident – Mr David Pearce
ACTION: Put information on the website and noticeboard.
ACTION: It was agreed that the next meeting should take place on Monday 18th January, 6.30pm – 7.30pm

Facebook site – the Clerk had sought advice from the website provider about the opportunity for a Parish Council facebook site to be linked to the website and automatically updated, it was confirmed that this was not possible. The Clerk confirmed that a facebook site had now been set up and the Clerk was currently updating it.

Community Litter Picking Event- Cllr Wright reported that the Community Litter Picking event that had taken place on Sunday 27th September at 10.00am had been successfully supported and thanked all of those volunteers who gave up their time to attend.

Local Council Award Scheme – the application for the Bronze Local Council Award Scheme was circulated around the Parish Council and it was proposed by Cllr Gilbert, seconded by Cllr Wright and RESOLVED 26/082 that the Council move forward with the application process for the award and any outstanding documentation should be circulated around the Parish Council before the next meeting and brought for approval to the next meeting.

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Training – Cllr Hughes reported that she was attending the CWaC Planning Connections Event. No further training needs were raised at this meeting, and it was agreed to circulate the CHALC training schedule for 2027.

Co-option – It was reported that two applications had been received since the last meeting, and one resident declared their intention to apply to become a Parish Councillor at the meeting.
It was proposed by Cllr Gilbert and seconded by Cllr Mahoney and RESOLVED 26/083 and that consideration of the Co-options be deferred until an appropriate Co-option Policy was in place.

Items for inclusion on the agenda for the next meeting: - nothing raised.

NEXT MEETING
The next meeting of the Parish Council will take place on Wednesday 2nd December 2026 at Alvanley Village Hall at 19.00hrs.

All Press and public left the meeting.

MCBF Grant Application – it was noted that the Marshes Community Benefit Fund had confirmed it would be supporting the Parish Council's application to renovate the Fingerposts and Milestone in Alvanley and grant funds towards the installation of replacement Christmas Lights on the green space at top of Primrose Lane to the full value of the application of £4,315.32.

It was however reported that further work on the streetlight no 8 would be required to make it electric source useable for this year. Cheshire West and Chester Council have quoted £515.45 inc VAT to replace the Socket and Breaker with a timeclock version and it was proposed by Cllr Gilbert and seconded by Cllr Wright and RESOLVED 26/084 that money from a donation received be used for this project.

The draft press release confirming the Parish Council receiving funds from the MCBF was circulated and approved for release now that the money had been received from MCBF as per their agreement.
ACTION: Clerk to put up press release on website and facebook.

Fingerposts and Milestone Renovation quotes were shared and discussed at the meeting and it was Proposed by Cllr J Wright, seconded by Cllr Lodge and RESOLVED 26/085 that we proceed with Alvanley Agricultural Services to carry out the painting/refurbishment of the fingerposts and Northwich Town Council to carry out the painting of the Milestone.

Installation of festive lights on trees on corner of Primrose Lane and Helsby Road quotes were shared and discussed at the meeting and it was proposed by Cllr Gilbert, seconded by Cllr Wright and RESOLVED 26/086 that we proceed with KDE Limited for the purchase and installation of floodlights

The meeting closed at 20.21

Signed:……. Dated:…….

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