

**CROWTON PARISH COUNCIL**  
**Minutes of Crowton Parish Council meeting held on**  
**Tuesday 9<sup>th</sup> September 2025 at Crowton Village Hall**

2025-6

Meeting started 7.15pm

|       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |  |
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|       | <p><b>Present:</b> Cllr Ralph Oultram, (Chairman) Cllr Richard Thorne (Vice Chair) (RT) Cllr Sue Dolley (SD), Cllr Roger Hammond (RH), Cllr Kathryn Brennan (KB) Cllr Joel Rutter, (JR), Cllr Bob Stubbs (BS),</p> <p><b>In Attendance:</b> Clerk - T Whitlow (TW)<br/> PCSO Neil Flanagan<br/> 3 Members of the Public (MOP's)</p>                                                                                                                                                                                                                                                                                                                                                                                               |  |
| 25/46 | <p><b>Apologies for Absence were received &amp; accepted from:</b><br/> Cllr Jenny Currie<br/> Ward Councillors Gillian Edwards &amp; Lynn Stocks,</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| 25/47 | <p><b>Declarations of Members' Interests:</b><br/> None</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |
| 25/48 | <p><b>Public Participation:</b><br/> MOP's attended the meeting to ascertain if the PC had any knowledge on the sale of a parcel of land behind the Village Hall. As far as the PC are aware the land is still on the open market.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| 25/49 | <p><b>Approve Minutes:</b><br/> The minutes of the last Parish Council meeting on Tuesday 10<sup>th</sup> June 2025 were approved &amp; signed by the Chair.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |
| 25/50 | <p><b>PCSO Update:</b><br/> PCSO reported that there had been 4 reportable incidents in the village since the last meeting, none of which were in the public interest, and a recent theft from a horse box in the locality.<br/> .</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
| 25/51 | <p><b>Ward Councillor reports:</b><br/> <b>Written report from Cllr Lynn Stocks:</b><br/> <b>Cheshire and Warrington Devolution</b> The government has agreed that the Cheshire and Warrington devolution deal will go ahead, and the election will be held in May 2027. An extraordinary council meeting is being held tonight to approve the council's position.<br/> <b>Members Budgets</b> are closed until 2/10/25 due to purdah (Strawberry Ward Ellesmere Port)<br/> <b>Changes to the planning framework.</b> Consultation has now ended. There will be a further opportunity to comment at the 2<sup>nd</sup> stage.</p>                                                                                                 |  |
| 25/52 | <p><b>Matters Arising – from previous minutes (if not an agenda item)</b><br/> The July Drop-in event was a success. Many thanks to Cllr Jenny Currie for all her work on this. Previous discussion for a 'lest we forget' bench for the bus stop, in memory of past in active residents was further discussed. <b>Resolved</b> that the bench would be placed on the land by the War Memorial, rather than in the bus shelter.<br/> A MOP has purchased a plaque for Keith Lightfoot, unaware of the plans for the bench.<br/> <b>Resolved</b> for the plaque to be place next to the Best Kept Village wall on the War Memorial Land. Thanks to the MOP for purchasing the plaque. TW to endeavour to inform Keiths family.</p> |  |
| 25/53 | <p><b>Accounts/Financial:</b></p> <ol style="list-style-type: none"> <li>1. <b>Receipt &amp; Payments</b><br/> Reviewed and approved. See appendix 1</li> <li>2. <b>Bank Reconciliation</b><br/> Bank reconciliation as at 31.08.25 reviewed and approved.</li> <li>3. <b>Bank Signatory</b></li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                           |  |

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|       | <p><b>Resolved</b> to appoint Cllr Kathryn Brennan as a further bank signatory. TW to forward bank mandate.</p> <p>4. <b>NALC pay scales</b><br/>Noted that the NALC pay scales have now been updated, backdated to 01.04.25</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |    |
| 25/54 | <p><b>Clerks Report:</b><br/>Planter signage has now been corrected.<br/>Web hosting was renewed in June.<br/>There is a government/NALC push on gov.uk domains. TW to check availability and add to next agenda.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |    |
| 25/55 | <p><b>Planning:</b><br/><b>New Applications since the last meeting:</b><br/><b>25/01564/FUL</b> Long Barn Ainsworth Lane Crowton Northwich Cheshire CW8 2RS Proposal: Erection of front porch, and single storey rear extension Reviewed via under delegated authority – no comments.<br/><b>25/01896/S73</b> Little Brook Farm Kingsley Road Crowton Northwich CW8 2RW Proposal: Construction of new access and track off Kingsley Road - This application is to vary conditions 1-2 (approved plans) of planning permission 21/03527/FUL. Reviewed under delegated authority – no comments<br/><b>25/01925/FUL</b> The Hollies Onston Lane Crowton Northwich CW8 2RG Proposal: Erection of a garden room. Reviewed under delegated authority – no comments<br/><b>25/02423/FUL</b> 1 Hollies Barn Onston Lane Crowton Northwich CW8 2RG Proposal: Install new tertiary treatment unit above ground (to replace drainage field). Septic tank retained as existing. Reviewed – No comments<br/><b>LPA Decisions &amp; appeals.</b><br/><b>24/02173/FUL</b> Quarry Brook Farm, Crowton -Erection of Livestock building &amp; ancillary works (re-submission of 22/03856/FUL) <b>Taken to appeal – Appeal Refused 13.06.25</b><br/><b>23/02391/FUL</b> Spring Bank Farm Ainsworth Lane Crowton Northwich CW8 2RS Proposal: Vehicular access track. <b>Refused – Appealed – appeal upheld.</b></p> |    |
| 25/56 | <p><b>Highways:</b></p> <ul style="list-style-type: none"> <li>• Cllr has a meeting next week with Highways bridge team to discuss the work to the culvert on the Millenium Green</li> <li>• Tree overhanging the road will also be discussed at the above meeting</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |    |
| 25/57 | <p><b>Millenium Green:</b></p> <ol style="list-style-type: none"> <li>1. <b>Volunteers:</b> RT to confirm the next date.</li> <li>2. <b>Fencing:</b> JR &amp; BS – Work in progress</li> <li>3. <b>Drainage</b> on the new path – RO to check with contractor to get the work completed before the winter.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | RO |
| 25/58 | <p><b>Asset Maintenance &amp; Register:</b></p> <ol style="list-style-type: none"> <li>1. <b>Village Signage ‘Crowton’</b> Signs have been ordered.</li> <li>2. <b>Phone Box – Onston Lane:</b> Work in progress.</li> <li>3. <b>War Memorial Fence:</b> Work in progress</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |
| 25/59 | <p><b>Village Event:</b><br/>To mark the end of WW11 the parish council contributed £500 to the Hare &amp; Hounds to put on a village celebration event. This was well attended.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |
| 25/60 | <p><b>Community Resilience Group:</b><br/>Cllr JC was not present for an update.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |    |

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| <b>25/61</b> | <b>Defibrillators:</b><br>TW is looking at potential sitings for a defib around Pickerings Lock area. To feed back next month.                                                                                                                                     | <b>TW</b> |
| <b>25/62</b> | <b>Village Newsletter:</b><br>Acton Bridge have offered Crowton the opportunity of having a joint village quarterly newsletter. Discussed, issues identified with delivery. TW to investigate village support for assisting in delivery.                           | <b>TW</b> |
| <b>25/63</b> | <b>Policy Review:</b><br>Freedom of information, Publication Scheme, Co-option, Complaints, Dignity at Work, Health & Safety, Equality & Diversity, Data Protection, Risk Management Strategy, all reviewed. No amendments made. TW to update the policy schedule. | <b>TW</b> |
| <b>25/64</b> | <b>New Policies:</b><br>IT Policy, Internet Banking Policy and biodiversity Policy reviewed. No amendments made. Resolved to adopt. TW to add to the website and update the policy schedule.                                                                       | <b>TW</b> |
| <b>25/65</b> | <b>Items for next agenda:</b><br>Further Defibs for the parish, signage update, phone box update. Newsletter. Domain name. website. Document Retention Policy. Christmas tree lighting.                                                                            |           |
| <b>25/66</b> | <b>Date of next meeting:</b> Tuesday 14 <sup>th</sup> October 2025 at Crowton Village Hall.                                                                                                                                                                        |           |

The meeting closed at 8.10pm

Signed:

Dated:

#### Appendix 1

| <b>Crowton Parish Council Receipts &amp; Payments</b> |                                |                   |
|-------------------------------------------------------|--------------------------------|-------------------|
| Presented at meeting:                                 |                                | <b>09/09/2025</b> |
| <b><u>Income Received</u></b>                         |                                |                   |
|                                                       | Field Rent                     | £335.00           |
|                                                       |                                | <b>£335.00</b>    |
| <b><u>Payments ratified/for approval</u></b>          |                                |                   |
| R                                                     | Simply Signs - planter signage | £341.34           |
| R                                                     | Wix - website hosting          | £129.60           |
| R                                                     | Clerk Expenses May - June      | £81.50            |
| R                                                     | Flowers for cllr               | £35.00            |
| R                                                     | Hare & Hounds                  | £500.00           |
| A                                                     | Printing of posters            | £9.82             |
| A                                                     | clerks expenses July - August  | £87.80            |
|                                                       |                                | <b>£1,185.06</b>  |

| <b><u>BANK RECONCILIATION</u></b>      |                   |
|----------------------------------------|-------------------|
| Barclays Current Account               | £1,579.20         |
| Barclays Premium Account               | £21,967.71        |
| <b>Total</b>                           | <b>£23,546.91</b> |
|                                        |                   |
|                                        |                   |
| <b><u>CASH BOOK RECONCILIATION</u></b> |                   |
| B/F Barclays Current                   | £910.66           |
| B/F Barclays Premium                   | £13,104.37        |
| <b>Total B/f 01.04.25</b>              | <b>£14,015.03</b> |
| Receipts to date                       | £13,646.79        |
| Expenditure to date                    | £4,114.91         |
| <b>Balance</b>                         | <b>£23,546.91</b> |