



## **Moston Parish Council**

**14<sup>th</sup> May 2025**

**Commenced: 7.30 pm**

**Terminated: 8.45 pm**

**Present: Councillor Nixon (Chair)  
Councillors Tumilty and Wood-Hill**

**Councillor Wray (part)**

**There were 8 Members of the Public in attendance**

### **1. APPOINTMENT OF CHAIR RESOLVED**

**That Councillor Nixon be appointed as Chair of Moston Parish Council Business for the 2025/2026 Municipal Year**

### **2. APPOINTMENT OF DEPUTY CHAIR RESOLVED**

**That Councillor Tumilty be appointed as Deputy Chair of Moston Parish Council Business for the 2025/2026 Municipal Year**

### **3. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Bower-Lowe and Lockett.

### **4. DECLARATIONS OF INTEREST**

There were no declarations of interest from Members of the Parish Council

### **5. MINUTES**

The Minutes of the proceedings of the Meeting of the Parish Council held on 12<sup>th</sup> March 2025 were approved as a correct record and signed by the Chair of the Parish Council.

### **6. PUBLIC FORUM**

The Chair explained that it was hoped that we would co-opt to the Parish Council at this meeting, but due to statutory requirements, a Notice period had to expire. In the meantime, two interested residents were in attendance, and it was hoped that they would be coopted onto the Parish Council at the next meeting.

### **7. FINANCE AND BUDGET 2025-2026**

Consideration was given to a report of the Clerk and Responsible Financial Officer on the following matters:-

#### **(i) Transactions**

#### **RESOLVED**

**That the following transactions be approved:-**

PAYEE/PAYER	DETAILS	RECEIPT	PAYMENT	BALANCE
Clive Nash	Planting		£879.00	£20,090.35
M Clough	March Salary		£245.59	£19,844.76
HMRC	PAYE March		£61.40	£19,783.36
Cheshire East Council	Precept	£4,010.50		£23,793.86
CHALC	Annual Subscription		£109.20	£23,684.66
Davenport Accountants	Internal Audit		£132.30	£23,552.36
Zurich Municipal	Annual Insurance		£304.00	£23,248.36
HugoFox	New website		£143.86	£23,104.50
HMRC	VAT Refund	£108.16		£23,212.66
Shires	Payroll Fees April-October 2025		£93.60	£23,119.06
M Clough	April Salary		£245.79	£22,873.27
HMRC	PAYE April		£61.20	£22,812.07

**(ii) Approval of Payments**

**RESOLVED**

**That the following payments be approved:-**

Clerk	May Salary	Approx. £245.59
PAYE Clerk	May PAYE	Approx. £61.40
Clerk	June Salary	Approx. £245.59
PAYE Clerk	June PAYE	Approx. £61.40

**(iii) 2025-2026 Budget Expenditure at 30<sup>th</sup> April 2025**

**RESOLVED**

**That the following Budget Head expenditure at 30<sup>th</sup> April 2025, be approved:-**

Budget Head	Total	Budget Allocated	£ Balance
Salary	£306.99	£4,000.00	£3,693.01
General Admin	£0.00	£275.00	£275.00
Information Commissioner	£0.00	£40.00	£40.00
Website/ICT Costs	£143.86	£625.00	£481.14
Insurance	£304.00	*£400.00	£96.00
Payroll Costs	£93.60	£300.00	£206.40
Audit Fees (Internal)	£132.30	£150.00	£17.70
Subscriptions	£109.20	£310.00	£200.80
Meeting Room Hire	£0.00	£150.00	£150.00
Training	£0.00	£120.00	£120.00
Parish Improvements/Events	£0.00	£1,600.00	£1,600.00
Chair's Fund	£0.00	£30.00	£30.00
	<b>£1,089.95</b>	<b>£8,000.00</b>	<b>£6,910.05</b>

**8. Explanation of Variances**

The Clerk reported that on advising Netwise that the Parish Council did not wish to renew its contract for the provision of a website and email, Netwise had replied to say that there was a 60 day cancellation period required, which meant that the full fee for the next year, would have to be paid. Despite various communications with Netwise, and the fact that they notified the Clerk that they do

not send annual invitations to renew the contract, Netwise had insisted that payment was due in full and that if it wasn't paid within 60 days of the date of the invoice (11<sup>th</sup> April 2025) then there would be additional late fees to pay. Netwise had also advised that there would be no refund of unused months, minus administration fee, as was the case with most other annual contracts. As the Clerk and the majority of Councillors on the Parish Council were not in post when the contract was set up, and there were no records of the original contract in the files, she had no idea of this condition.

#### **RESOLVED**

- (i) That full payment be approved for the end of the month;
- (ii) That the Clerk requests a copy of the original contract from Netwise;
- (iii) That confirmation be sought from Netwise on the date for payment to avoid additional fees.

#### **9. Bank Reconciliation as at 30<sup>th</sup> April 2025**

#### **RESOLVED**

That the following Bank Reconciliation as at 30<sup>th</sup> April 2025, be approved:-

<b><u>Bank Reconciliation</u></b>		
<b>30th April 2025</b>		
<b>MOSTON PARISH COUNCIL</b>		
<b>Financial year ending 31 March 2026</b>		
Prepared by: Muna Clough, Parish Clerk & RFO		
<b><u>CASH BOOK</u></b>		
Balance per bank accounts as at 30th April 2025		
Current Account 07572433		£22,812.07
Reserve Account 96473193		£5,182.15
Less Payments not Cashed		£0.00
Add Unbanked Cash		£0.00
<b>Net bank balances as at 30th April 2025</b>		<b>£27,994.22</b>
<b>The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows</b>		
Current Account @ 01.04.2025		£19,783.36
Reserve Account @ 01.04.2025		£5,182.15
Add: Receipts in the year - Current Account		£4,118.66
Add: Receipts in the year - Reserve Account		£0.00
Less: Payments in the year - Current Account		£1,089.95
Less: Payments in the year - Reserve Account		£0.00
<b>Closing balance per cash book [receipts and payments book] must equal net bank balances above</b>		<b>£27,994.22</b>

## **10. BANK STATEMENTS**

### **RESOLVED**

That the following bank statements, as circulated with the Agenda, be approved:-

- Current Account - 5<sup>th</sup> March 2025
- Current Account - 4<sup>th</sup> April 2025
- Current Account – 2<sup>nd</sup> May 2025
- Reserve Account – 6<sup>th</sup> December 2024 – 5<sup>th</sup> March 2025

## **11. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURNS 2024-2025**

### **RESOLVED**

That the following AGAR documents be approved:-

- (i) AGAR Statement of Exemption 2024-2025
- (ii) Section 1 - Annual Governance Statement 2024-2025
- (iii) Section 2 – Accounting Statements 2024/25

That the following documents be received:-

- (iv) Annual Internal Audit Report 2024-2025
- (v) Detailed Internal Audit Report 2024-2025

## **12. ANNUAL GOVERNANCE**

### **RESOLVED**

That the following Governance documents for the 2025-2026 Municipal Year, be approved:-

- (i) Standing Orders 2025-2026
- (ii) Financial Regulations 2025-2026
- (iii) Councillor Code of Conduct 2025-2026
- (iv) GDPR Policy 2025-2026
- (v) Publication Scheme 2025-2026
- (vi) Retention of Documents 2025-2026
- (vii) Risk Assessment 2025-2026

## **13. APPOINTMENT OF RESPONSIBILITIES**

### **RESOLVED**

That Councillor Tumilty be responsible for reporting on Highways Matters.

## **14. PLANNING APPLICATIONS**

The Parish Council considered an update from Councillor Nixon on the following matters:-

- **New Planning Applications – Considered Under the Standing Orders**
- (i) **Application Reference Number: 25/1136/HOUS**  
**Location: Moston House Farm Oakwood Lane, Moston, Sandbach, Cheshire East, CW11 3PR**  
**Proposal: Proposed installation of 2no. ASHPs**

Part of the renovation was the installation of 2 Air Source Heat Pumps to heat this large property by utilising renewable energy. The pumps would be located at the far end and rear of the property behind an existing wall. Each pump was 865 mm High x 1385 mm Wide x 525 mm Deep. Accoustic level 62 dB The location of the pumps would not have any negative impact on the area.

On 6th May 2025, the Planning Authority was notified that Moston Parish Council supported this application.

Decision: Approved with conditions on 12<sup>th</sup> May 2025

- (ii) **Application Reference Number: 24/4649/FUL**  
**Location: 5 Mill Lane, Moston, Sandbach, Cheshire East, CW11 3PT**  
**Proposal: Proposed 2 replacement dwellings**

On 6th May 2025, the Planning Authority was notified that Moston Parish Council supports the application and finds the reduction in height more acceptable

- **Decided Application**

- (iii) Councillor Nixon reported on a number of appeals against planning enforcement and a planning application that were considered during a Public Inquiry at Crewe Hall on 4th-6th March 2025.

The decisions of the planning appeals were as follows:

Pitch 6 – Planning Enforcement 2 years Temporary Permission from 1st May 2025  
Pitch 8 – Planning Enforcement 2 years Temporary Permission from 1st May 2025  
Pitch 11 - Planning Enforcement Refused with 15/18 months to clear the site  
Pitch 12 – Planning Enforcement 1 pitch Refused with 2 years to clear the site  
Pitch 12 – Planning application 1 pitch given 2 years Temporary Permission

The Appellants applied for and were granted costs.

- (iv) **Planning Reference: 24/0596C**  
**Location: Land North Of Junction With Mill Lane, Warmingham Lane, Moston, Cheshire East, CW11 3PT.**  
**Proposal: Full planning application for removal of concrete lagoons and structures and redevelopment of site to provide a single detached dwelling.**

The appeal decision was awaited.

- **On Going Applications**

- (v) **Application Reference Number: 25/0240/FUL**  
**Proposal: The conversion of Yew Tree Farm House into 2no. dwellings and the erection of 9no. dwellings (Use Class C3), with associated car parking and landscaping**  
**Location: Land At Yew Tree Farm Booth Lane, Moston, Sandbach, Cheshire East, CW11 3PY**
- (vi) **Application Reference Number: 25/0241/LBC**  
**Location: Land At Yew Tree Farm Booth Lane, Moston, Sandbach, Cheshire East, CW11 3PY**  
**Proposal: Listed building consent for the conversion of Yew Tree Farm House into 2no. dwellings and the erection of 9no. dwellings (Use Class C3), with associated car parking and landscaping.**  
For full details please refer to Minute 8(ii) – 12<sup>th</sup> March 2025
- (vii) **Application Reference Number: 24/1697C**  
**Location: Land Adjacent 3 East Tetton Cottages, Booth Lane, Moston**  
**Proposal: Change of use of land, for the retention of 3 no. mobile homes on the site, in association with a gypsy and traveller site.**  
For full details please refer to Minute 8(iii) – 12<sup>th</sup> March 2025
- (viii) **Application Reference Number: 24/4852/DSC**  
**Location: Sleepy Meadows Field of Dreams Natural Burial Ground Mill Lane, Moston, Sandbach, Cheshire East, CW11 3PW**  
**Proposal: Discharge of conditions 3, 7, 13 and 14 on approval 23/3570C - Change of Use of land for use as a natural burial ground for the burial of coffins and urns with associated infrastructure**  
For full details please refer to Minute 8(iv) – 12<sup>th</sup> March 2025

- (ix) **Application Number:** 24/4649/FUL  
**Location:** 5 Mill Lane, Moston, Sandbach, Cheshire East, CW11 3PT  
**Proposal:** Proposed 2 replacement dwellings  
For full details please refer to Minute 8(ix) – 12<sup>th</sup> March 2025
- (x) **Application Reference Number:** 24/0275C  
**Location:** Stud Green House, Dragons Lane, Moston, CW11 3QB  
**Proposal:** Single Storey Side Extension.  
For full details please refer to Minute 8(x) – 12<sup>th</sup> March 2025
- (xi) **Application Reference Number:** 24/3625N  
**Location:** Land Off Warmingham Lane, Moston, Crewe, Cheshire East, CW11 3PS  
**Proposal:** Erection of Agricultural Building  
For full details please refer to Minute 8(xi) – 12<sup>th</sup> March 2025
- (ix) **Application Reference Number:** 22/3244C  
**Location:** Fairacre, East Booth Lane, Moston, CW11 3PU.  
**Proposal:** Change of use of land for Showmans Yard with facilitating development (hardstanding, fencing, septic tank) retrospective.  
For full details please refer to Minute 8(xii) – 12<sup>th</sup> March 2025

### **(iii) CHAIR'S REPORT**

The Chair updated the Parish Council on events that had taken place over the last 12 months including:-

- The day after the last year's Annual Parish Meeting, together with Councillor Wray, they had a meeting with Bluefield about footpath issues at Albion Lock;
- Following a year of cars coming off the road every month, following the new warning signs, there hadn't been a similar accident since February.
- There had been two 80 year anniversaries - D Day in June 2024 and VE Day in May 2025 – and the Parish Council had erected bunting for the celebrations;
- Fly tipping was an ongoing problem. The Tip restrictions would likely increase fly tipping;
- Gunshots on Dragon Lane and a shooting incident had taken place in November;
- The Parish boundary sign has been erected on Warmingham Lane;
- A roadway was being installed for the Cemetery, and following concerns relating to a number of matters, the Planning Enforcement Officer had inspected the works and at the moment, all conditions were being met.

### **(iv) REPORT FROM CHESHIRE EAST COUNCILLOR**

Councillor Wray reported that the Mayor Making event had taken place earlier that day, and that the Boundary Commission review had been received for the new Cheshire East Ward Boundaries which would be implemented in 2027, if passed by Parliament.

### **(v) DATES OF MEETINGS**

#### **RESOLVED**

**That the following dates of meetings of Moston Parish Council be confirmed as follows:-**

9<sup>th</sup> July 2025  
10<sup>th</sup> September 2025  
12<sup>th</sup> November 2025  
14<sup>th</sup> January 2026  
11<sup>th</sup> March 2026  
13<sup>th</sup> May 2026

**All meetings to be held at 7.30 pm at St Peter's Church Hall, Elworth unless otherwise advised.**