

Minutes of The Annual Meeting of Antrobus Parish Council on Monday 19 May 2025 at St Marks Church

Present

Mr S Batey (Chair)	Mrs H Metcalfe (Vice chair)	Mr M Walsh
Mr A Dunkley	Mrs C Bunn	Mr J Bloor
Mrs L Patelaros	Mr C Wright	Miss L Merry (Clerk)

The meeting started at 7:15pm

Open forum. None

1. Election of Chairman

(25/26) RESOLVED to elect S Batey as Chairman and receive the Chairman's Declaration of Acceptance of Office.

2. Election of Vice-Chairman

(25/27) RESOLVED to elect H Metcalfe as Vice-Chair and receive the Vice-Chair's Declaration of Acceptance of Office

3. To receive apologies for unavoidable absence - Cllr L Gibbon and P Marshall (Ward).

4. To receive Members' Declarations of Interest - none

5. (25/28) RESOLVED to elect the following groups and representatives

Working Groups: (24-25 appointments shown)

Finance (S Batey, A Dunkley, C Bunn, Clerk)

Planning (S Batey, A Dunkley, C Wright, Clerk) **(25/29) RESOLVED** to continue to approve delegating comment on specified types of development to the proper officer, with advice from the Planning Working Group.

Community Emergency Plan (J Bloor, L Patelaros, Village Hall member)

Media & Communications (H Metcalfe, C Bunn, S Batey, Clerk)

Land Drainage (C Wright, A Dunkley, villager, Clerk)

Highways & Potholes (M Walsh, J Bloor, S Batey)

Warmspaces (C Bunn)

Representatives for organisations:

Village Hall (C Bunn)

Burleyman (C Wright, C Bunn)

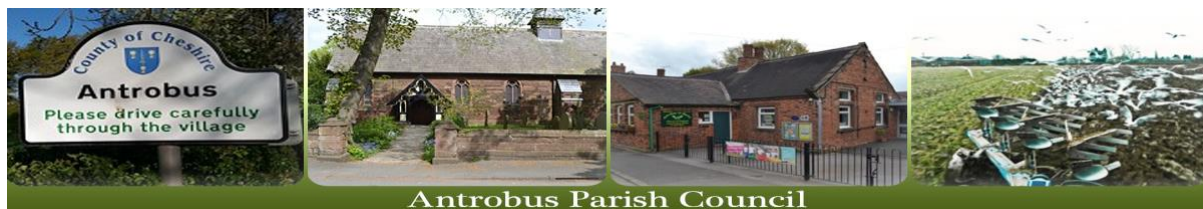
Defibrillator checking (H Metcalfe, Clerk)

ChALC (S Batey)

Playground Inspections (H Metcalfe, L Patelaros, C Wright)

The meeting continued with the monthly meeting agenda:

6. To approve Minutes of the meeting held on 28 April 2025 - (25/30) RESOLVED to accept the minutes as a correct record of the meeting.



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7. Matters Arising

- 4.1 Knutsford Rd broken pavement - Works have not been scheduled yet. Clerk to chase CWAC to conduct a risk assessment.
- 4.2 Bridleway signage – Signage is due to be back in within the next 3 months – to be reviewed September meeting
- 4.3 Landowner contact re Boyd walk – PC spoke with landowner regarding access concerns, with any issues to be rectified
- 4.4 Cat 9 bus not stopping in Antrobus Village for school children – Bus services have spoken with drivers – assurances that this will not happen again. An investigation to be conducted by bus services
- 4.5 School yellow lines – to be reported again, followed by emails detailing reports sent last year
- 4.6 Traffic jam caused by car boot sale on A559 in Lower Stretton – Control measures put in place since last meeting seemed to have resolved the issue
- 4.7 Finger post clean – date TBC for cleaning
- 4.8 Playground equipment – Repairs made since last meeting have resolved issues

8. Ward Councillors

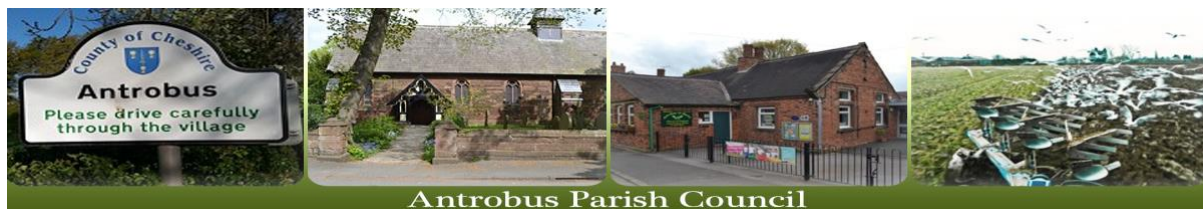
A report from a Ward Councillor was received –
Please visit the website News section for the update from the Ward Cllrs.

9. Planning

- 9.1 Planning comments (appendix 3) - none
- 9.2 Enforcement – none.
- 9.3. Question of change of use from agricultural field to sports facility – to be reviewed at June meeting
- 9.4. To note hedge planting outside boundary wall of house and potential traffic obstruction – to be reviewed in 6 months at the November meeting

10. Highways –

- 10.1 Chevron arrows on the A559 S bend – Works were not carried out end of April – Clerk to chase CWAC
- 10.2 New Highways concerns – Fire hydrant leak on Knutsford Road/School Lane junction, to be reported – PC to chase CWAC on target dates for blocked gullies – Hollins Lane



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damage to verges has been reported – PC to ask Ward Cllrs for more permanent solution.

All residents can report any concerns directly to Highways using the Cheshire West and Chester [Report It app](https://www.cheshirewestandchester.gov.uk/residents/contact-us/report-it).

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11 Open Forum / Annual Parish Meeting - no issues.

12 Playground & Defibrillator - no issues

13 Accounts, Finance & Legal

13.1 The accounts in Appendix 1 were noted.

13.2 Payments list Appendix 2 - **(25/31) RESOLVED** to approve

13.3 **(25/32) RESOLVED** to note the Internal Auditors report 2024-25. The clerk will use the recommended dates supplied by the external auditors office. The Clerk will include a VAT column in the cashbook.

13.4 For the Annual Governance and Accountability Return (AGAR) Part 2 for the year ended 31 March 2024, **(25/33) RESOLVED** to approve:

- a) the Certificate of exemption which avoids a limited assurance review by the External Auditor.
- b) the Annual Governance statement and the Accounting Statements.

14 Insurance – It was **(25/34) RESOLVED** for the Clerk to attain further quotes and to accept the most cost effective.

15 Vacancy – As Cllr P Harrison has resigned from the PC after 14 years, it was decided that the new vacancy will be advertised and filled by co-option after the standard CWAC timeline has elapsed

16 Representatives & Working Groups – The Village hall AGM was held on the 14th May.

17 Notable Correspondence. Request from Antrobus Community Trust to facilitate a resuscitation and defibrillator course for the benefits of village residents – PC to gather further information to move forward.

The Meeting ended at 9:00pm

The next meeting of the Parish Council will be **held on Monday 16 June 2025 at 7.15 pm** at Antrobus St Marks Church, starting with an Open Forum.



Appendix 1 Accounts for previous month

Current a/c 30 Apr:	£ 14,563.21	Reserve a/cs	£ 23,848 & 1,935
Cashbook:	£ 14,563.21	Income:	Precept £12,710 & 52.22+1.94 int

Appendix 2 Payments

Clerk – net pay	£ 402.00	LGA 1972 s 111
Clerk expenses	£ 26.34	LGA 1972 s 111
JDH Business. Services Ltd – internal audit	£ 348.00	LGA 1972 s 111
Information Commissioner's Office – annual fee	£ 52.00	LGA 1972 s 111
Andrew lawless playground gardening services – March - May	£ 300.00	LGA 1972 s 14
St Marks Graveyard gardening	£ 300.00	LGA1972 s.214 (6)

Appendix 3 Planning applications.

[PC Parish Council; PWG Planning Working Group, CW&C Cheshire West]

FOR PC CONSULTEE comment, or noting: NONE

CWAC DECISIONS MADE (SINCE LAST MEETING):

25/00967/PDR - Land Off Sandiway Lane - Change of use from agricultural barn to workshop – CWAC DECISION- Prior Approval Requires Permission - Tue 06 May 2025

24/03756/LBC - Crowley Lodge Lodge Lane, CW9 6NR - Replacement windows and doors – CWAC APPROVED Thu 08 May 2025

24/03322/LBC - Crowley Lodge Lodge Lane, CW9 6NR - Replacement windows and doors – CWAC APPROVED Thu 08 May 2025

25/01434/CCS - Land To The East of New Farm House Arley Road - Notification of intention to issue Exemption Certificate. CWAC Notification Closed. Fri 02 May 2025

25/00902/PDQ - Crowley Moss Barn Arley Road - Proposed conversion of existing steel framed agricultural building to 1 dwellinghouse not exceeding 150sqm floorspace including new exterior walls and roof, windows and doors and utility connections. CWAC Prior Approval required and refused. Wed 30 Apr 2025

24/01878/FUL - Range Head Farm Reedgate, CW9 6NT - Construction of tennis court & erection of storage shed to rear of field - Part retrospective - CWAC REFUSED. Fri 02 MAY 25

24/01743/FUL - Sevenoaks Farm Northwich Road, CW9 6JB - Partial removal of existing hedgerow and erection of new gate posts and automated gates, works include widened access onto highway – CWAC APPROVED Tue 29 APR 25

AWAIT CWAC DECISION: 4