

CLOTTON HOOFIELD PARISH COUNCIL

To the Members of Clotton Hoofield Parish Council: You are hereby summoned to attend the meeting of the Parish Council on Monday 16th October 2023 to be held in Duddon, Clotton and District Memorial Hall, which will begin at 7.00pm, for the transaction of the business set out below.

Signed *Trudy Ryall-Harvey*, Clerk

11/10/2023

Clerk.clottonhoofieldpc@gmail.com or 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.	Chair
2.	PARISH COUNCIL VACANCIES	To review and approve any applications for co-option onto the Parish Council following the election on May 4th 2023.	Clerk
3.	DECLARATIONS OF INTEREST	Members to declare any interest under the following categories: pecuniary, outside body and family, friend or close associate.	Chair
4.	EXCLUSION OF PRESS AND PUBLIC	Council is asked to discuss excluding the Press and public for any item listed on the below Agenda. <small>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.</small>	Chair
5.	PUBLIC PARTICIPATION	When members of the public may comment or raise questions regarding matters affecting the Parish. <small><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 Clotton Hoofield. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.</i></small> <small><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></small>	Chair
6.	CORRESPONDENCE	<ul style="list-style-type: none"> - Town and Parish Connections Event on Planning – Wednesday 29th November – to agree who will attend. - Statutory Review of Chester West and Chester Polling District and Polling Places – to not and agree any action required. - Police Crime Commissioner’s Annual Report 22/23 – to note - PCSO Newsletter August 2023 – to note - Any other correspondence received following Agenda being circulated. 	Clerk Clerk Clerk Clerk Clerk
7.	MINUTES	To approve the minutes of the Parish Council meeting held on 17 th July 2023	Chair
8.	ACTIONS	To note actions list and receive additional updates	Chair
9.	PLANNING	To note planning applications as listed on the planning register, including comments submitted since the last meeting and enforcement matters.	GB
10.	ACCOUNTS	<ol style="list-style-type: none"> 1) To accept the Cash Book and review the Outturn against Budget to date. 2) To approve the Bank Reconciliation against Cashbook YTD. 3) To approve Income and Payments since last meeting. 	Clerk Clerk Clerk
11.	CWaC	<ul style="list-style-type: none"> - To review the REPORT IT items and work undertaken since the last meeting. - Verbal report of meeting with Highways 	Clerk RR
12.	PARISH COUNCIL MATTERS	<ul style="list-style-type: none"> - To discuss if we are going to circulate a Newsletter before December 2023 and agree items that need to be included. - Refresh of information on noticeboard – to agree that the notices on the noticeboards need refreshing 	Chair RR
	DATE OF NEXT MEETING	To agree the date of the next meeting as Monday 15 th January 2024 at 7.00pm.	

From: Sharon Angus-Crawshaw <sharonangus-crawshaw@chalc.org.uk>
Sent: 10 October 2023 13:34
To: Sharon Angus-Crawshaw
Cc: Nikki Roberts
Subject: Town and Parish Connections Event: Planning - Wednesday 29th November 6pm to 7pm
Attachments: Connections promo copy 29 November 2023.docx

Town and Parish Council representatives are invited to join Cheshire West and Chester Council's Planning Manager, Nick Smith.

A short presentation will explain:

- Planning application and enforcement processes
- The channels you should use to contact the team.

An opportunity for questions will follow this presentation.

To register your interest in attending this online meeting email nikkiroberts@chalc.org.uk or sharonangus-crawshaw@chalc.org.uk by Tuesday 28 November 2023. A join the meeting link will then follow.

Sharon Angus-Crawshaw
Admin Support Officer (Part-time)
Please note I do not work on Wednesdays



Cheshire Association of Local Councils
Park View Business Centre
Combermere
Whitchurch
SY13 4AL

www.chalc.org.uk

From: LAWRENCE, Emma [REDACTED]
Sent: 06 October 2023 16:50
To: LAWRENCE, Emma
Subject: Statutory Review of Cheshire West and Chester's Polling Districts and Polling Places - Section 18C of the Representation of the People Act 1983
Attachments: Terms of Reference_PD_PP_Review 2023_CW.pdf

Good afternoon

Cheshire West and Chester Council shall undertake a review of the parliamentary polling districts and parliamentary polling places within its area, to commence on **6 October 2023**, details on the consultation can be viewed on the Cheshire West and Chester council webpage: [Polling District, Polling Place and Polling Station Review 2023 | Cheshire West and Chester Council](#)

Between **6 October and 3 November 2023** (the consultation period) electors and stakeholders from within the following Parliamentary Constituencies are invited to make representations:

- City of Chester
- Ellesmere Port and Neston
- Eddisbury (polling districts which form part of Cheshire West's polling scheme)
- Weaver Vale (polling districts which form part of Cheshire West's polling scheme)
- Tatton (polling districts which form part of Cheshire West's polling scheme)

The review will also take into consideration the final recommendations of the 2023 parliamentary boundary review undertaken by the Boundary Commission England as follows:

- Chester North and Neston
- Chester South and Eddisbury (polling districts which form part of Cheshire West's polling scheme)
- Ellesmere Port and Bromborough (polling districts which form part of Cheshire West's polling scheme)
- Mid Cheshire (polling districts which form part of Cheshire West's polling scheme)
- Runcorn and Helsby (polling districts which form part of Cheshire West's polling scheme)
- Tatton (polling districts which form part of Cheshire West's polling scheme)

For more information on the 2023 Parliamentary Boundary Review please visit the Boundary Commission England website: [2023 Review | Boundary Commission for England \(independent.gov.uk\)](#)

As part of the review the (Acting) Returning Officer for the parliamentary constituencies above will make comments as part of the review. These will be made published within 30 days of receipt and will be made available on the review. The Council welcomes comments from any resident or body, particularly in relation to access for persons with any type of disability, on its proposals, the (Acting) Returning Officer's view or any other matters. The deadline for comments is 3 November 2023. Those who make comments should, if possible, give alternative places that may be used as polling places.

There are a number of ways to view the proposals and make comments:

- Visit: [Polling District, Polling Place and Polling Station Review 2023 | Cheshire West and Chester Council](#)
- Paper copies of documents can be viewed at Cheshire West and Chester Council, The Portal, Wellington Road, Ellesmere Port, CH65 0BA. This can be done from Monday to Friday between 9am and 4pm. If you would like to make an appointment, contact Democratic Services on 01244 977084
- **Email:** elreg@cheshirewestandchester.gov.uk (make sure the subject is 'Polling District Review')
- **Post:** Polling District and Place Review, Cheshire West and Chester Council, Democratic Services, The Portal, Wellington Road, Ellesmere Port, CH65 0BA

The revised proposals will be submitted to Audit and Governance Committee at its meeting on 21 November 2023. The final decision will be made at the meeting of full Council to be held of 14 December 2023. A copy of the terms of reference for the review have been attached for your information.

If you have any queries, please do not hesitate to contact me.

Your sincerely,

Emma

Emma Lawrence AEA (Cert)

Democracy Programme Delivery Manager

Democratic Services

Cheshire West and Chester Council

Tel: 01244 977265

Location: 1st Floor, Ellesmere Port Library, Ellesmere Port, CH65 0BG

Visit: www.cheshirewestandchester.gov.uk

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From: Police Crime Commissioner <Police.Crime.Commissioner@cheshire.police.uk>
Sent: 25 September 2023 13:01
To: Police Crime Commissioner
Subject: Annual Report 2022/23

Dear Clerk,

Today I have published my Annual Report for 2022/23, which you can read and download from my website [here](#).

I hope you will be reassured by the progress made on key public priorities over the past year in Cheshire. Crime is down, we have a record number of police officers, the phones are being answered faster and incidents are being responded to quicker. These are the basics that the public expect, and they are happening.

In 2022/23 my office secured £5.3 million in extra funding for projects to support the Constabulary's Safer Streets campaign, as well as programmes to support victims of domestic abuse and change the behaviour of perpetrators. These initiatives have helped to locate high-risk missing people, improve people's safety at night, and support victims throughout the criminal justice process. The value of this additional funding is equivalent to £5.71 for every £1 spent on my office budget.

Cutting through the noise and sharing positive news about policing is key to improving public confidence. I am proud of the hard work of everyone in the Cheshire Police family that has driven the levels of performance we see now, but we can never be complacent. I am acutely aware that residents expect more and there is further work to be done when it comes to issues like visibility and public perception of some crimes.

As a valued partner in the work to make Cheshire even safer my door is always open to you, and I hope we can work together going forward on the issues that matter most to our communities.

Printed copies of the report are available on request, and please do get in touch regarding any accessibility requirements.

Best Wishes

John

Office of the Police & Crime Commissioner
01606 364000



Email: pcc@cheshire.police.uk

Address: Clemonds Hey | Oakmere Road | Winsford | Cheshire | CW7 2UA

Website: www.cheshire-pcc.gov.uk

Register for updates: [Commissioner's Newsletter](#)

Police activity in your area: [Cheshire Police Alert](#)





Chester Local Policing Unit Parish Council Update

Local Officers -

Sergeant – James Dingsdale

Beat Manager – Owain Hughes

Police Community Support Officer – James Hannath

POLICE COMMUNITY SUPPORT OFFICER WORK

EDUCATION

I'm pleased to say that I was able to get funding to launch a Road Safety project over the four schools I cover, Tarvin, Kelsall, Duddon and Delamere.

The project is set to launch in September and is aimed at raising awareness of Road Safety and tackling parking and speeding in the local community. This will include assembly presentations and working with the Junior Safety Officers.

The funding, supported by Crime Beat, has purchased ten cones for each school which are to be decorated by children and placed outside the school where parking presents a safety concern or issues caused by inconsiderate parking. The ideas also being that an emotional connection and awareness is raised with parents.

It will also fund a competition to be held with a road safety poster, where one winner from each school will have the poster professionally printed and placed around their community.

CRIME PREVENTION

Having received several complaints and intelligence around drugs and ASB at the Tarvin Health Centre I was able to support staff with security devices to help deter the issue escalating. Using both targeted patrols and Operation Revision to offer more regular visibility there has been a reduction in concerns reported.

COMMUNITY ENGAGEMENT SUPPORT

I was pleased to part of Kelfest and the Kelsall folk festival, further funding was applied to purchase several family engagement resources. These resources are aimed around health and well-being, which can be used to promote community engagement day and support local community events. Please let me know your calendar of events so we can ensure that the support we want to give you is there!

KELSALL WELLBEING HUB

I have received great support from Helen at the Kelsall Wellbeing Hub, and lots of ideas are getting shared, one was on the 14th of August where we attended to offer youth engagement, Bike Marking and other crime prevention in partnership with Cheshire West and Chester Community Safety Warden Ian Cliff.

RESIDENTS VOICE

We are keen to have feedback from our Residents Survey, taking only a few minutes to complete we use the information to understand and set priorities, demands and concerns.

COMMUNITY SPEED WATCH

Speeding is the main priority from feedback of Residents Voice; however, we have had no interest in community speed watch. If this is something you are keen to learn more about, please let me know.

LOOKING FORWARD

I have had fantastic support from Tarvin Online....please see the link and if there are any other local pages who would like information from me, please contact me.

[TarvinOnline | DRAFT - FM Looking Forward - Police Engagement with Vulnerable residents](#)

STORYTIME WITH THE POLICE

As part of summer youth engagement, we ran a Storytime with Tarvin Library where we offer stories around safety and the emergency services.

COLD CALLER INCIDENT

There was an incident of a cold caller in Oakmere whereby a male has attended and sold a fire extinguisher for £250 to an elderly and vulnerable couple.

The couple who are in their late 80s and early 90s, one with dementia and the other just coming out of surgery for cancer were cold called upon on the 3rd of August 2023 at around 530pm.

It is believed that the male would have researched the area, having found that the company does exist in Sheffield and London through Company House. Although there are no criminal offences the conduct of the cold caller has brought concern that sales targeting has happened and that they have failed to refund the product under the consumers rights.

The same product purchased is online for just £35.00.

The fact that the aggrieved person couldn't lift the extinguisher.
That signs of no cold callers were ignored.

It can be very difficult to say no once the door is opened, if possible, follow these tips...

- Use a chain when opening the door.
- Use a no callers sticker on the door.
- Use CCTV (even a dummy camera).
- Never give money or bank details over.
- Never accept an ID card as proof.
- Never accept a leaflet or telephone number as genuine.
- Always contact a family member, friend or the Police if you feel pressured or unsafe.

We continue to work with Trading Standards on this incident but please be vigilant.

Please refer to the Cheshire Police website for full breakdown of crime statistics for your area.

[Tarvin and Kelsall | Your area | Cheshire Constabulary](#)



Road Safety/Speed Engagement –

TRUCAM 3 MONTH TARGETING

Number of Activations

TARVIN - BYPASS ROAD (0)

DUDDON A51 (5)

KELSALL - CHESTER ROAD (17)

DELAMERE - STATION ROAD (2)

Police Surgery Dates -

29/08/23 Tarvin Community Centre 6PM - 7PM

04/09/23 Kelsall Wellbeing Hub 11AM -12PM

07/09/23 Delamere Community Centre 6PM - 7PM

24/09/23 Tarvin Community Centre 11AM - 12PM

25/09/23 Kelsall Community Hub 11AM - 12PM

28/09/23 Delamere Community Hub 11AM -12PM



Residents Voice - It is important to us that we know about the issues that cause you concern. We have set up a survey where you can tell us about the things you would like us to focus on in your area.

Please complete the survey by following this link - [Resident's voice | Cheshire Constabulary](#)



As part of our ongoing work to deter people from committing crime in Cheshire, we have invested in forensic property marking kits to identify those responsible for theft. The work we are doing in this area of prevention is branded Operation Shield. Neighbourhood Policing Teams are visiting households and businesses to introduce forensic property marking. They are offering householders and business owners free kits which are made by a UK company called Selectamark Security Systems plc. Their product is called SelectaDNA.

What is SelectaDNA? It is a cutting-edge way of protecting your property from theft. Each bottle within the kit contains a unique DNA code and thousands of tiny microdots that, once applied, identify it as yours.

Please remain vigilant and report any crime/suspicious activity via 101 or via Cheshire Police website - www.cheshire.police.uk 999 in an emergency.



Follow us on Facebook

[Tarvin and Kelsall Police | Facebook](#)

MEETING OF CLOTTON HOOFIELD PARISH COUNCIL

Monday 17th July 2023 at 19:00

at Duddon, Clotton and District Memorial Hall

MINUTES

PRESENT

Cllr Geoffrey Bibby, Cllr Jane Nicholas, Cllr Charles Kinsey (Chair), Cllr D Roberts, Cllr R Robert

Clerk: Mrs T Ryall-Harvey

Public – 1

APOLOGIES no apologies were received.

PARISH COUNCIL VACANCIES

Following the uncontested election on 4th May and there currently being 5 vacancies. It was reported that nominations for co-option had been sought and one application was received from Mr Richard Roberts. This application was considered, and it was **RESOLVED 23/024** to co-opt Mr Richard Robert on to the Parish Council until May 2027.

DECLARATION OF INTERESTS – None raised.

EXCLUSION OF PRESS AND PUBLIC

The council agreed that there was nothing that required the exclusion of the press and public to be raised at this meeting.

PUBLIC PARTICIPATION – Nothing raised.

CORRESPONDENCE

Police and Crime Commissioner – tackling waste crime – was received, circulated around the Parish Council and noted.

Police and Crime Commissioner 6 Month Review – was received, circulated around the Parish Council and noted.

Police and Crime Commissioner meeting with Cheshire West Town and Parish Councils – the meeting took place on 27th June and the notes of the meeting were circulated and noted by Parish Councillors.

ACTION: Request Police Presence at the next PC Meetings.

Cheshire West and Chester – Appointment of Chief Executive – it was reported that Delyth Curtis has been proposed to replace Andrew Lewis as the Chief Executive of Cheshire West and Chester Council.

Ultrafast Fiber to the Community – an update in relation to the installation of the Ultrafast Fiber to the area was received, circulated around the Parish Council and noted.

United Utilities Pipeline – an update in regard to the installation of the new pipeline between Utkinton and Tarvin was received in writing and noted at the meeting.

Tarporley War Memorial Hospital a notice was circulated highlighting Defibrillator Training that the Memorial Hospital had planned and encouraged residents to attend.

ACTION: Put on Facebook Site

ACTION: Find out if we can source a Defibrillator – Speak to Duddon Parish Council to see if they are interest in

MINUTES

25. **RESOLVED:** that the Minutes of the Parish Council Meeting held on 18th May 2023 were accepted as a true and accurate record and signed by the Chairman.

ACTIONS SINCE LAST MEETING

ACTIONS still outstanding:-

- Chase the Corkscrew Sign that needs to be replaced reported 4th September 2022 - HW449173893.
- Check with Stuart Bateman re Willington Lane resurface.
- Advertise that hedges can be cut for safety reasons.

The following actions were completed since the last meeting:

- **Finance** - payments had been processed that were approved.
- **Website** – the Clerk has put the minutes of the previous meetings on the website.
- The Clerk had messaged the Committee who organised the Kings Coronation celebration to thank them for organising the event.
- The information relating to the Tarvin Educational Foundation had been put on the facebook.
- The Certificate of Exemption had been submitted to PKF Littlejohn and the Notice of Public Rights had been published.

PLANNING

The Planning Register dated 12/07/2023 was circulated for Parish Councillors information.

It was noted that since the last meeting the following planning applications been determined by CWaC: -
22/03038/FUL – 1 Yew Tree Bank, Clotton, CW6 0EJ – Alterations to driveway to include creation of new vehicle crossing and dropped kerb – **refused**

23/00799/LBC – 4 Yew Tree Farm Barn, Duddon Road, Clotton CW6 0EH – Two storey rear extension – **withdrawn**

23/00798/FUL - 4 Yew Tree Farm Barn, Duddon Road, Clotton CW6 0EH – Two storey rear extension – **withdrawn**

It was noted that since the last meeting the following planning applications been received from CWaC and responses submitted: -

23/03002/FUL – 1 Grange Cottages, Duddon Road, Clotton CW6 0EG – dropped kerb and new entrance – the Parish Council had not objections to this application.

ACCOUNTS

Cashbook

26. **RESOLVED** to accept the cash book and YTD summary dated 12th July 2023.

Bank Reconciliation against Cashbook YTD

27. **RESOLVED** to approve the Bank Reconciliation as presented to the meeting dated 12th July 2023.

Purchase of Poppy Wreath for Remembrance Sunday

28. **RESOLVED** to purchase a Poppy Wreath and 10 Lamppost Poppies for Remembrance Sunday in November and Cllr Nicholas undertook to attend the Remembrance Service on behalf of the Parish Council and present the Wreath.

Income and Payments since the last meeting

29. **RESOLVED** - To note the income received of:
£7.56 in June and £8.07 in July, for Bank Interest

30. **RESOLVED** - To note the payments since the last meeting of: -

Clerk's Salary	Tax Point 3	£255.13
Clerk's Salary	Tax Point 4	£255.13
Clerk's Expenses	Including Training, Stationery, Allowance, Mobile Phone, Printing & Travel	£140.10
HMRC PAYE	PAYE Tax Month 3	£63.80
HMRC PAYE	PAYE Tax Month 4	£63.80
PQR Limited	Payroll Services for ½ Year April - September	£66.60

CHESHIRE WEST AND CHESTER COUNCIL

A51 Speed Data Review

The Speed Data received from CWaC following the recent survey was circulated to the Parish Council for review, it was noted that following this study CWaC had agreed to explore the option to create an area for a speed van on the A51 in Clotton. They were also proposing to install Dragon’s Teeth on the road as you come into the 30mph to emphasis to drivers the reduction in speed.

ACTION: Clerk to see if the previous Speed Data is available to compare against.

Wildflower Update

It was reported that following identifying areas for planting Wildflowers, CWaC has circulated their revised criteria with increased costing to the Parish Council. The Parish Council therefore agreed to request CWaC to provide quotes to undertake the planting of Wildflowers opposite the entrance of Iddenshall and on the verge by the planter in Hoofield and then review if to seek grants to fund this work in the future.

DUDDON, CLOTTON AND DISTRICT MEMORIAL HALL

Cllr Nicholas reported that the recent Annual General Meeting of the Duddon, Clotton and District Memorial Hall it was reported that Mr David Leadbetter had resigned as Chairman, and the future of the hall now depended on finding new volunteers to go onto the Committee.

ACTION: it was agreed to assist in the publication of information seeking volunteers to join the Village Hall Committee.

DATE OF THE NEXT MEETING

The date of the next Parish Council meeting was Monday 16th October at 7.00pm in Duddon, Clotton and District Memorial Hall.

Signed Dated

Clotton Hoofield Parish Council Planning Register 2023-24

Received	Number	Location	Description	PC Response	Result
6th Jan 2022	22/00053/FUL	Land At Duddon Road Clotton Tarporley	Erection of agricultural buildings to assist with allotment operations (Retrospective)	Not Supported	Approved
Mon 05 Jun 2023	22/03002/FUL	1 Grange Cottages Duddon Road Clotton Chester Cheshire CW6 0EG	Dropped kerb and new entrance	Neutral	Approved
Tue 25 Jul 2023	23/02423/DSM	Adjacent Burton Lodge Burton Road Burton Chester	Telecommunications Pole - Ref: WF4C6M8Y	Not consulted on	Decided
Fri 07 Jul 2023	23/02156/DIS	Ivy House Willington Lane Clotton Tarporley CW6 0HQ	Application to discharge condition 3 (materials) of planning permission 20/02330/FUL	Not consulted on	Approved
Mon 17 Jul 2023	23/02280/FUL	2 Hoofield Hall Cottages Corkscrew Lane Clotton Chester CH3 9BU	Removal of single storey garden room, store and wc to be replaced with two storey extension	Neutral	
Wed 13 Sep 2023	23/02869/FUL	Orchard House Corkscrew Lane Clotton Chester CW6 0EG	Single storey rear extension	Support	

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
 11/10/2023

Cheshire West and Chester Council Officer Decision Notice

The following decision has been taken under Appendix 1 of the general
Scheme of Delegation set out in the Council's Constitution

Decision Maker:	<i>Jennifer Weigh</i>
Date of Decision	<i>28 September 2023</i>
Title	<i>21/00181/EMCOU - Land At Duddon Road Clotton Tarporley</i>
Breach	<i>Allotment being created on agricultural land</i>
Report	<p><i>It was reported that a parcel of land is being uses as an allotment, with the erection of buildings, creation of a pond and parking. The site was part of a wider area used for growing Christmas trees. The access to the site is existing, with a field area (used to park on) and then the land steps up to the allotment area.</i></p> <p><i>The allotment is run by three people and is rented from the local farmer for use for growing vegetables and the keeping of livestock (chickens). None of the food from the allotment is sold and so it is understood that it is not a commercial enterprise.</i></p> <p><i>Agriculture is defined in the Town and Country Planning Act 1990 as including "horticulture, fruit growing, seed growing, dairy farming, the breeding and keeping of livestock (including any creature kept for the production of food, wool, skins or fur, or for the purpose of its use in the farming of land), the use of land as grazing land, meadow land, osier land, market gardens and nursery grounds, and the use of land for woodlands where that use is ancillary to the farming of land for other agricultural purposes."</i></p> <p><i>I discussed the pond creation and the car park area (not operational development) with a principal planning officer. The movement and altering of land levels are assessed as potential engineering operations. Given the size of the pond and its depth, it would not be considered an engineering operation which would require planning permission. In relation the carparking we would assess if a potential change of use has taken place. This does come down to fact and degree and level of use. At this point in time given the connection to the land, the frequency of use and overall scale it would not be considered to be a material change of use that would require planning permission.</i></p> <p><i>A planning application was submitted for the buildings which were</i></p>

	<i>erected on the site (tool shed, chicken run and polytunnel), reference 22/00053/FUL. This application was approved, and a full assessment of the development is set out in the planning officers report.</i>
Recommendation	Closure – retrospective permission.
Approved by	<i>Brian Leonard</i>
Date	<i>05.10.2023</i>

Budget Element	Calc. %	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	2023-24 Actual	2023-24 Budget	Variance	Commentary
EXPENDITURE																	
People & Expenses																	
Clerk		255	255	255	255	255	255	255	255	255	255	255	255	3,061	2,820	-241	
HMRC tax			127.4	64	64	64	64	64	64	64	64	64	64	765	720	-45	
Mileage			79		30	30			10	10			10	139	60	-79	
Training					29				50					79	300	221	
Chairmans allowance														0	0	0	
Professional service																	
Insurance			676											676	700	24	
Internal Audit			45											45	50	5	
The Accounts Center - Payroll				67				103						169	135	-34	
General Services																	
Website								173						173	170	-3	
Room Hire													120	120	0		
Planter Maintenance									20					20	40	20	
Admin																	
CHALC Membership		134												134	130	-4	
Other memberships										50				50	50	0	
Data Protection fee										35				35	35	0	
Admin			13						46					89	50	-39	
Post										20				120	120	0	
Stationery			18						30	30	30	30	30	108	150	42	
Office Allowance			32						36	36	36	36	36	212	216	4	
Elections							181							181	200	19	
Projects																	
Ad Hoc Beneficial Items (S137)													150	150	150	0	
Community Events		215	389											604	1,000	396	
Speed Initiative PCC							3,900							3,900		0	
Community Litter Picking								100						100	100	0	
General														0	0	0	Provision
Inflation %	2.00%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Contingency % of above		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
TOTAL CASH OUT		604	1,635	386	459	319	4,435	780	585	319	455	319	635	10,930	7,316	-3,614	
RECEIPTS																	
Precept	6379 2.50%	6,735	6,27	6,56	7,56	8,07	8,79	11,11	9	2	2	2	2	6,735	6,735	0	
Bank interest	Monthly	6,27												65	16	81	
VAT recovery		102												202	100	302	
Ward contribution		470												470	0	470	
CWAC contribution														0	0	0	
TOTAL CASH IN		7,313	7	8	8	8	9	11	9	2	2	2	102	7,472	0		
Transaction Cash flow		6,710	-1,629	-378	-451	-310	-4,424	-771	-583	-317	-453	-317	-533		6,437		
RESERVES																	
Projected			11756											11,756			
Grants & Projects - to be taken from reserves																	
- A51 Speed Limit (40)														0	0	0	
Election Reserves														0	3,250	0	
Portion of Precept in Reserves														2,500	2,500	0	
General Reserves														3,586	2,673	0	
CIL Projects														1,500	1,500	0	
														920	920	0	
TOTAL IN RESERVES			8,506	0	0	0	0	0	0	0	0	0	0	8,506	11,421		
Projects Cashflow			3,868	3,868	1,868	1,368	1,368	1,368	1,368	1,368	1,368	1,368	1,368		1,368		

Clotton & Hoofield Parish Council Cashbook 2023-24

STATEMENT DATE	Description	Res	M/P	Power	People	Professional Services	General Services	Admin	Projects	Projects & Grants from Reserves	VAT Reclaim	Receipts	Totals	Comments
11/04/2023	Bank Interest	19	132									66.27	6.27	Bank Interest
13/04/2023	Cheshire West and Chester	19	132									66,735.00	6,735.00	Annual Precept
14/04/2023	HMRC VTR	19	132									£101.82	101.82	VAT Rebate
14/04/2023	Cheshire West and Chester	19	132									£470.00	470.00	Kings Coronation Grant Funding
17/04/2023	CHALC	20	133	8				-£133.57					-133.57	CHALC Subscription
18/04/2023	The Events Company	20	133	7						-£215.00			-215.00	Contribution towards the Kings C
25/04/2023	Mrs T Ryall-Harvey	20	133	1									-255.33	Clerk's Salary
02/05/2022	HMRC PAYE	20	133	1				-£63.60					-63.60	HMRC Payment Tax Point 1
09/05/2023	Bank Interest	19	132									£6.56	6.56	Bank Interest
19/05/2023	Came & Company / Gallaghers	20	133	4				-£675.88					-675.88	Annual Insurance Premium
19/05/2023	Duddon and Burton Parish Cou	20	133	7						-£389.39			-389.39	Contribution towards the Kings C
19/05/2023	Mrs T Ryall-Harvey	20	133	1									-142.47	Clerk's Expenses
19/05/2023	Mr P Sanders	20	133	1									-45.00	Internal Auditor
25/05/2023	Mrs T Ryall-Harvey	20	133	1									-255.13	Clerk's Salary Tax Point 2
28/05/2023	HMRC PAYE	20	133	1				-£63.80					-63.80	HMRC Payment Tax Point 2
09/06/2023	Bank Interest	29	135									£7.56	7.56	Bank Interest
15/06/2023	PQR Limited	30	135	1									-66.60	1/2 Yearly Payroll
25/06/2023	Mrs T Ryall-Harvey	30	135	1									-255.13	Clerk's Salary Tax Point 3
29/06/2023	HMRC PAYE	30	135	1				-£63.80					-63.80	HMRC Payment Tax Point 3
10/07/2023	Bank Interest	29	135									£8.07	8.07	Bank Interest
18/07/2023	Mrs T Ryall-Harvey	30	135	1									-140.10	Clerk's Expenses
25/07/2023	Mrs T Ryall-Harvey	30	135	1									-255.13	Clerk's Salary Tax Point 4
29/07/2023	HMRC PAYE	30	135	1									-63.80	HMRC Payment Tax Point 4
09/08/2023	Bank Interest											£8.79	8.79	Bank Interest
25/28/2023	Mrs T Ryall-Harvey												-255.13	Clerk's Salary Tax Point 5
29/08/2023	HMRC PAYE												-63.80	HMRC Payment Tax Point 5
11/09/2023	Bank Interest											£11.11	11.11	Bank Interest
15/09/2023	ICO ZA 190296												-35.00	Data Protection Subscription
25/09/2023	CWac - Council Fund												-3,900.00	A51 Speed Limit Reduction
25/09/2023	HMRC PAYE												-63.80	HMRC Payments Tax Point 6
25/09/2023	Mrs T Ryall-Harvey												-255.13	Clerk's Salary Tax Point 6
27/09/2023	CWac - Council Fund												-181.00	Fees & Charges for PC Election
09/10/2023	Bank Interest											£9.24	9.24	Bank Interest
09/10/2023	PQR Limited												-102.60	Payroll Services for Oct 23 - Apr 2
09/10/2023	One.com												-172.64	Website Hosting Plan And Domain
25/10/2023	Mrs T Ryall-Harvey												-255.13	HMRC Payments Tax Point 7
27/10/2023	HMRC PAYE												-63.80	Clerk's Salary Tax Point 7
TOTALS												£7,364.42	-1,067.34	

RECONCILIATION

Current Account	£2,023.24
Deposit Account	£8,665.56
TOTAL	£10,688.80
Less Uncleared Payments	£0.00
Earmarked for CIL Projects	£919.72
Earmarked for AS1 Speed Limit Reduction u	£0.00
Ring fenced portion of precept held in reser	£3,586.00
Ring fenced for Wildflower Planting	£470.00
Ring fenced for Election Costs	£2,500.00
Earmarked for General Reserves	£1,500.00
TOTAL	£2,183.08
S137 limit for 2023-24 =	£3,197.46

Year to date balance	-£1,067.34
Balance Brought Forward	£11,756.14
Balance	£10,688.80

Cashbook Prepared by: Mrs T Ryall-Harvey

Clerk

11/10/2023

Clotton Hoofield Parish Council

Bank Reconciliation to Cashbook 11th October 2023

Presented at Council Meeting - Monday 16th October 2023

Prepared

Balance shown on Cashbook	£10,688.80
Current Account	£2,342.17
Reserves Account	£8,665.56
Less: Uncleared payments	-£318.93
TOTAL	£10,688.80
Reconciliation	Yes

TREASURERS ACCOUNT [REDACTED]
CLOTTON HOOFIELD PARISH COUNCIL

£ 2,342.17 Current balance

BB INST ONLINE [REDACTED]
£ 8,665.56 Balance

Income received since the last meeting

Date	Received From	Net Amount	VAT	Gross Amount	Comment
09/08/2023	Bank	£8.79	£0.00	£8.79	Bank Interest
11/09/2023	Bank	£11.11	£0.00	£11.11	Bank Interest
09/10/2023	Bank	£9.24	£0.00	£9.24	Bank Interest

Payments made since the last meeting for approval

Date	Payable to	Net Amount	VAT	Gross Amount	Comment
25/08/2023	Mrs T Ryall-Harvey	£255.13	£0.00	£255.13	Salary Tax Month 5
25/08/2023	HMRC PAYE	£63.80	£0.00	£63.80	HMRC Tax Month 5
15/09/2023	ICO ZA	£35.00	£0.00	£35.00	Data Protection Subscription
25/09/2023	CWaC- Council Fund	£3,250.00	£650.00	£3,900.00	A51 Seed Reduction Contribution
25/09/2023	Mrs T Ryall-Harvey	£255.13	£0.00	£255.13	Salary Tax Month 6
25/09/2023	HMRC PAYE	£63.80	£0.00	£63.80	HMRC Tax Month 6
27/09/2023	CWaC- Council Fund	£181.00	£0.00	£181.00	Fees & Charges for PC Election
09/10/2023	PQR Limited	£85.50	£17.10	£102.60	Payroll Services for Oct 23 - Mar- 24 & EOY
09/10/2023	One.com	£143.87	£28.77	£172.64	Website Hosting Plan and Domain Name Renewal

Payments not yet made for approval

Date	Payable to	Net Amount	VAT	Gross Amount	Comment
	Mrs T Ryall-Harvey	£255.13	£0.00	£255.13	Salary Tax Month 6
	Mrs T Ryall-Harvey	£63.80	£5.88	£69.68	HMRC Tax Month 6
	Mrs T Ryall-Harvey	109.1	1.44	£110.54	Clerk's Expenses

Issues raised with CWaC

Last Updated 11/10/2023

Date	Log No	Location	Fault type:	Description	Action Taken by CWaC
23/08/2023	HW541534134	Hoofield Road	Highway maintenance - Pothole	Pot holes in road	In progress - waiting for site inspection. We aim to inspect within 10 working days.
27/07/2023	HW534827935	Duddon Hook Lane	Highway maintenance - Gully/Drainage		Our investigation has been completed. No further action is programmed.
11/07/2023	HW530856241	Leadgate Lane	Highway maintenance - Pothole	Pot Hole on Leadgate Lane, Huxley	I have visited site today and can see the damage you refer to, so I have arranged for a repair to be carried out asap.
27/09/2023	HW550111412	Corkscrew Lane	Highway maintenance	Faded give way at the junction	In progress - waiting for site inspection. We aim to inspect within 10 working days.