

**Minutes of Duddon and Burton Parish Council Meeting
at Duddon, Clotton & District Memorial Hall on Monday 27th January 2025 at 7.00pm**

PRESENT:

Cllr C Cummins

Cllr G Goulbourne - Chairman

Cllr A Green

Cllr M Lightfoot

Cllr T Cooper (Ward Councillor)

Members of the Public: 1

CLERK: Mrs T Ryall-Harvey

APOLOGIES FOR ABSENCE – Apologies were received and accepted from Cllr T Lush (Ward Councillor) Cllr K Warburton due to previous commitments.

DECLARATION OF PECUNIARY INTERESTS - No declarations were received.

PUBLIC PARTICIPATION

A resident reported that the defibrillator had now been installed outside the Memorial Hall, they thanked all those that contributed to the funding of this. They reported that they had been in touch with North West Ambulance Service who has forwarded them a contact to arrange training with and they hoped to have this organised in the near future.

A resident provided an update on the proposed fitting of solar panels to the Memorial Hall, two quotes had now been received and these had been forwarded to Shell and they were waiting on confirmation of next steps towards the funding.

A resident reported that the Memorial Hall had arrange a quiz night to be held on 14th February and everyone was welcome to attend.

One resident left the meeting.

Cllr Cooper reported that he had received over 100 responses from the A51 survey that had been undertaken in December. He is now looking to process the completed surveys and generate a report which he hoped to bring to the next meeting.

Cllr Cooper reported that CWaC finance meeting to agree the budget for 2025-26 is being held within the next two weeks and he hoped to report back following this..

Cllr Cooper reported that Cheshire West and Chester, Cheshire East and Warrington Councils had submitted a proposal to the government for consideration of a devolution priority programme, this would result in the joint councils having to elect a mayor – this is being proposed for May 2026 and allow them further responsibility with relation to funding within the area.

Cllr Cooper also shared his concerns in relation to the large increase in target for housing that has been forced upon Cheshire West and Chester Council from the Government which means that they will need to increase their housing targets by over 200%.

MINUTES OF THE MEETING

RESOLVED 24/031: That the minutes of the meeting held on 25th November 2024 be confirmed as a correct record and signed by the Chairman.

PLANNING APPLICATIONS

The council noted the Planning Register as circulated at the meeting, dated 20th January 2025 and it was noted that the following planning applications had been received since the last meeting.

- 24/03161/FUL – Burton Farm, Burton Road, Burton CW6 0ER – Change of use of land and buildings known as the former hatchery buildings to Burton Farm to light/general industrial and storage, B2 B8 (including ancillary class E9g)i) together with Canine hydrotherapy Class E (C)(iii) including the subdivision of the existing units into six units and retention of extant office and welfare facilities (retrospective) – The Parish Council had **no objection** to this application.
- 24/03480/FUL – rose Cottage, Duddon Common Lane, Duddon CW6 0HG – Demolition of existing extensions, erection of single-story extension to west elevation, dormer to first floor with balcony terrace, addition of rooflights, alterations to roof, windows and doors, addition of external insulation – The Parish Council had **no objection** to this application.
- 24/03426/LDC – The Beeches, Well Lane, Duddon CW6 0HG = Lawful Development Certificate for existing summerhouse in use for more than 10 years as ancillary residential accommodation to the main house - The Parish Council had **no objection** to this application.

It was also reported by Cllr Goulbourne that 22/04541/HED Various Locations Along the Route of a Proposed Sewer Pipeline from Utkinton to Tarvin via Duddon was no-longer being progressed as this project was not being undertaken.

ACCOUNTS

Cashbook

RESOLVED 24/032: that the YTD Cashbook dated 20th January 2025 be approved and the Outturn against Budget be noted.

Bank Reconciliation

RESOLVED 24/033: that Cllr Goulbourne signs the Bank Reconciliation and Bank Statements.

Churchyard Grant Application

RESOLVED 24/034 that the Parish Council submit a Churchyard Grant application on behalf of Duddon St Peter's Church to the claim value of £1,440.

Authorisation of Payments

RESOLVED 24/035: that the following income and expenses be approved:-

Income received since the last meeting for noting:		Gross Amount	Comment
09/12/2024	Lloyds Bank	£7.31	Bank Interest
09/01/2025	Lloyds Bank	£8.10	Bank Interest
27/11/2024	Skiptons	£29.11	Compound Interest
27/12/2024	Skiptons	£26.98	Compound Interest

Payments made since the last meeting for approval

Date	Payable to	Net Amount	VAT	Gross Amount	Comment
17/12/2024	Bank Charges	-£8.50	£0.00	-£8.50	Bank Charges
17/01/2025	Bank Charges	-£8.50	£0.00	-£8.50	Bank Charges
24/12/2024	Mrs T Ryall-Harvey	-£278.38	£0.00	-£278.38	Clerk's Salary Tax Month 9
29/12/2024	HMRC PAYE	-£69.60	£0.00	-£69.60	Tax Month 9

20/01/2025	Shires Accountants	-£15.00	-£3.00	-£18.00	Calculation and application of back pay adjustments relating to 2024/25 tax year
25/01/2025	Mrs T Ryall-Harvey	-£278.38	£0.00	-£278.38	Clerk's Salary Tax Month 10
29/01/2025	HMRC PAYE	-£69.60	£0.00	-£69.60	Tax Month 10

Payments not yet made for approval

Payable to	Net Amount	VAT	Gross Amount	Comment
Mrs T Ryall-Harvey	-£146.94	-£20.75	-£167.69	Clerk's Expenses

CORRESPONDENCE

New Police Beat Manager for Tarvin and Kelsall Beat – Beat Manager Steve Harrison was noted to be the new Beat Manager for the Tarvin and Kelsall Beat.

Police Local Community Priorities – The Parish Council noted the information circulated by the PSCO James Hannath about encouraging residents to log what they want their priorities for the police to be on a monthly basis via the Residents Voice Survey.

The information regarding Cheshire East, Cheshire West and Warrington Council's proposal to government for the consideration of a devolution priority programme was noted by the Parish Council.

5 Communities Fibre to the premises – it was noted that an update had been shared with residents that this project had now been 100% completed by Open Reach.

CWaC Public Space Protection Order Consultation – this consultation was noted and it was agreed that no action was required.

THE COMMUNITY

Duddon Play Area

At the last meeting, it was reported that a group of residents had undertaken to provide by the beginning of January a plan with quotes and funding streams for the Parish Council to consider in relation to the upgrading of the play equipment. The Parish Council noted that they had not received this report.

Wildflower Update

It was reported that Cheshire West and Chester had proposed to relocate the wildflower area in Duddon from the triangle on Willington Road/Back Lane and create a wildflower meadow on a section of land on the green space off Duddon Close. The Parish Council had confirmed they had no objections to this suggestion as long as there was still enough space on the green space for children to play football.

PARISH COUNCIL MATTERS

2025-26 Budget

RESOLVED 24/036: that the budget for 2025-26 be set at £12,268 as set out below:-



Budget Element	Budget 2025-26
EXPENDITURE	
<u>People</u>	
Staff Costs	4,514
<u>Professional service</u>	
Insurance	1,100
Internal Audit	60
External Audit	0
Payroll	210
<u>General Services</u>	
Website	60
Election	0
Bank Service Charge	84
Village Hall Room Hire	120
<u>Admin</u>	
Membership/Subscriptions	283
Expenses	450
Training	200
Data Protection fee	35
<u>Grants</u>	
Churchyard Grant (Supplied by CWaC)	1,600
Other Grants	500
<u>Projects</u>	
Village Enhancements	295
Village Maintenance	1,200
Community Events	500
Playground Annual Inspection & Maintenance	700
Ad Hoc Beneficial items (S137)	0
Inflation %	238
Contingency % of above	119
TOTAL CASH OUT	12,268

RECEIPTS	
Precept	9,220
Bank Interest - Lloyds	128
Bank Interest - Skiptons	270
VAT recovery	150
Churchyard Grant (Supplied by CWaC)	1,600
CWAC contribution	0
Use of Reserves Monies for Projects	900
Other	0
TOTAL CASH IN	12,268

Precept for 2025-26 - RESOLVED 24/037: to request a precept for 2025-26 of £9,220 which is a 5% increase on last years and a £1.85 increase on a Band D house.

Training - RESOLVED 24/038 to approve the Clerk's Training plan for January – July 2025 at a cost of £127.80 to the Parish Council.

Parish Meeting – The Clerk sought clarification as to when the Parish Council wished to hold the Annual Parish Meeting, it was confirmed that this should be held on 24th March 2025.

DATE OF NEXT MEETING

The next meeting of Duddon and Burton Parish Council would be held on Monday 24th March 2025 at 7.00pm in the Duddon Clotton and District Memorial Hall.

Meeting finished: 19.29

Signed: _____

Dated: 24-3-25