

**Minutes of Duddon and Burton Parish Council Meeting held on Monday 24<sup>th</sup> November 2025  
at Duddon, Clotton and District War Memorial Hall at 7.00pm**

**PRESENT:**

Cllr C Cummins

Cllr G Goulbourne - Chair

Cllr A Green

Cllr K Warburton

Members of the Public: 1

CLERK: Mrs T Ryall-Harvey

**APOLOGIES FOR ABSENCE** – Apologies were received and accepted from Mr M Lightfoot and Cllr T Cooper (Ward Councillor) due to prior commitments.

Cllr Cooper confirmed that he had correspondence with a resident about speeding concerns and would welcome the chance to discuss them further at the next PC meeting.

**ACTION:** Let Cllr Cooper know when the next Parish Council meeting is.

**DECLARATION OF PECUNIARY INTERESTS** - No declarations were received.

**PUBLIC PARTICIPATION.**

A resident representing the Duddon, Clotton and District War Memorial Hall reported that new lights have been installed in the hall successfully, and the electrician is preparing a quote to update the lights in the toilets. The village hall is having a coffee morning on Friday 28<sup>th</sup> November between 10.30am to 12.30am to offer the older residents the opportunity to get together.

It was also reported that the Village Hall was holding its annual Christmas Quiz on 12<sup>th</sup> December at 8.00pm.

**MINUTES OF THE MEETING**

**RESOLVED 25/031:** That the minutes of the meeting held on 22<sup>nd</sup> September 2025 be confirmed as a correct record and signed by the Chairman.

**PARISH COUNCIL BUSINESS**

Action Plan - the 2026-27 Action Plan was reviewed, and it was **RESOLVED 25/032** that this should be adopted.

It was reported that CWaC's road sweeper had been sighted in the village in November and the Parish Councillors felt that the area looked much tidier – it was also noted that the footpaths had swept of leaves.

**ACTION:** Email CWaC and thank them for coming and carrying out the recent sweep – can they confirm when they will be visiting again.

**Budget requirements for 2026-27**

It was suggested that the following activities along with the items included in the Annual Plan should be included within the budget for 2026-27:-

- £500 towards Community Event for 2026-27.

**ACTION:** Cllr Cummins and Cllr Goulbourne to look to see if the rope tunnel could be turned round rather than replacing for 2026-27.



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## PLANNING

The council noted the Planning Register as circulated at the meeting, dated 13<sup>th</sup> November 2025.

**ACTION:** It was requested that the Clerk email Cllr Cooper a copy of the planning register and ask why no determinations for applications submitted in 2025 have been completed and ask him to raise this with CWaC and report back at the next Parish Council meeting.

It was reported that the following planning application had been received since the last meeting:-

25/02695/LBC – 3 Burton Hall Barns, Burton Road, Burton CW6 0ER – Repair and refurbishment of The Dairy rear extension – part of no. 3 Burton Hall Barns (Retrospective) – Parish Council had **no objections** to this application.

25/02697/FUL - 3 Burton Hall Barns, Burton Road, Burton CW6 0ER – Repair and refurbishment of The Dairy rear extension – part of no. 3 Burton Hall Barns (Retrospective) – the Parish Council had **no objections** to this application.

25/02820/FUL – The Green, Back Lane, Duddon CW6 0EY – Glazed link extension between main dwelling and annexe, alternations to driveway – the Parish Council has **no objections** to this application.

25/02821/LBC - The Green, Back Lane, Duddon CW6 0EY – Glazed link extension between main dwelling and annexe, alternations to driveway – the Parish Council has **no objections** to this application.

It was noted that the following planning applications had received a determination since the last meeting:-

24/02297/FUL – Duddon Mill House, Mill Lane, Duddon CW6 0HA – Demolition of the existing dwelling and outbuildings or the erection of a replacement dwelling – approved.

## ACCOUNTS

### Cashbook

**RESOLVED 25/033:** that the YTD Cashbook dated 13<sup>th</sup> November 2025 be approved and the Outturn against Budget be noted.

### Bank Reconciliation

**RESOLVED 25/034:** that Cllr Cummins signs the Bank Reconciliation and Bank Statements.

### Authorisation of Payments

**RESOLVED 25/035:** that the following income and expenses be approved:-

| Income received since the last meeting for noting: |                    |            |        | Gross Amount | Comment                             |
|----------------------------------------------------|--------------------|------------|--------|--------------|-------------------------------------|
| 09/10/2025                                         | Interest (Gross)   |            |        | £4.74        | Bank Interest                       |
| 10/11/2025                                         | Interest (Gross)   |            |        | £5.05        | Bank Interest                       |
| 27/09/2025                                         | Int Compound       |            |        | £21.08       | Skiptons Interest                   |
| 27/10/2025                                         | Int Compound       |            |        | £20.13       | Skiptons Interest                   |
|                                                    |                    |            |        |              |                                     |
| Date                                               | Payable to         | Net Amount | VAT    | Gross Amount | Comment                             |
| 20/10/2025                                         | Bank Charges       | £8.50      | £0.00  | £8.50        | Bank Charges                        |
| 20/11/2025                                         | Bank Charges       | £8.50      | £0.00  | £8.50        | Bank Charges                        |
| 09/10/2025                                         | PQR Limited        | £97.50     | £19.50 | £117.00      | Payroll Services for Months 7 to 12 |
| 27/10/2025                                         | Mrs T Ryall-Harvey | £278.38    | £0.00  | £278.38      | Clerk's Salary Tax Month 7          |
| 25/11/2025                                         | Mrs T Ryall-Harvey | £287.35    | £0.00  | £287.32      | Clerk's Salary Tax Month 8          |
| 14/11/2025                                         | PQR Limited        | £17.50     | £3.50  | £21.00       | Backpay adjustment calculation      |
|                                                    |                    |            |        |              |                                     |

|                                    |            |       |              |                  |
|------------------------------------|------------|-------|--------------|------------------|
| Payments not yet made for approval |            |       |              |                  |
| Payable to                         | Net Amount | VAT   | Gross Amount | Comment          |
| Mrs T Ryall-Harvey                 | £49.51     | £3.33 | £52.84       | Clerk's Expenses |

## ENVIRONMENT

Playground – Clerk confirmed she had asked for the ROSPA Inspection to be carried out and a report made available to a future meeting.

**ACTION:** The Clerk undertook to chase to see when the ROSPA Inspection would be carried out.

## CORRESPONDENCE

Proposed meeting with CWaC Head of Planning – it was noted a meeting had been arranged with local Parish Council and the Head of Planning for Cheshire West and Chester Council on 9<sup>th</sup> February 2026 at 7.00pm if any Parish Councillors wished to attend.

Police Crime Commissioner Proposed Budget Proposals letter was reported to have been received since the last meeting and was available for Parish Councillors should they be interested in viewing it.

PCC Dan Price Update on Government Announcement Regarding PCC Role letter was reported to have been received since the last meeting and was available for Parish Councillors should they be interested in viewing it.

United Utilities – Improvements at Duddon Wastewater Treatment Works letter circulated to all residents about the proposed plans to improve the standard of wastewater treatment at Duddon WwTW and help deal with the treatment of sewage and wastewater in the local area. The letter outlined how the investigation work on the Duddon site may affect the local residents.

## DATE OF NEXT MEETING

The next meeting of Duddon and Burton Parish Council would be held on Monday 26<sup>th</sup> January 2026 at 7.00pm in the Duddon Clotton and District Memorial Hall.

Tony sends his apologies for January meeting.

Meeting finished: 19.45

Signed: .....



Dated: 26-1-26 .....