

Gawsworth Parish Council

Parish Clerk: Adam Keppel-Green BSc BA FSLCC

Squirrel Brook, 68 Manor Park South, Knutsford, WA16 8AN

clerk@gawsworthpc.org.uk 07584 057 228

www.gawsworthpc.org.uk



To the Members of Gawsworth Parish Council

You are summoned to attend a meeting of Gawsworth Parish Council to be held at 19:30 on Tuesday 10th June 2025 in Gawsworth Village Hall.

The public can also join the meeting at: <https://bit.ly/gawsworthparishcouncil> or watch live on Facebook at www.facebook.com/gawsworthlife.

Adam Keppel-Green

Clerk and Proper Officer

4th June 2025

AGENDA

- 1 APOLOGIES FOR ABSENCE**
To receive apologies for absence.
- 2 DECLARATIONS OF INTEREST**
In the interests of openness and transparency, members are to declare any pecuniary or non-pecuniary interests in relation to the items under discussion.
- 3 PUBLIC PARTICIPATION**
A period for members of the public to address the meeting.
- 4 APPROVAL OF PREVIOUS MINUTES**
To receive and confirm the minutes of the meeting held on the 13th May.

Attachment – Minutes of the meeting held 13th May 2025
- 5 CHESHIRE EAST COUNCILLORS REPORT**
To receive a report from the councillors for Gawsworth and Macclesfield South wards.
- 6 PLANNING**
To consider the latest planning applications:
 - a) [25/1705/PRIOR-3Q – Woodhouse Green Farm, Woodhouse End Road](#)
 - b) [25/1427/HOUS – 20 Woodhouse Lane](#)

- c) [25/1475/HOUS – 20 Harrington Drive](#)
- d) [25/1736/FUL – Trevors Close Farm, Dark Lane](#)
- e) [25/1802/HOUS – Leagate, Congleton Road](#)

7 REPLACEMENT WELCOME SIGNS

To consider replacing the two *Welcome to Gawsworth* signs at the entrance to the parish on Congleton Road (£325)

8 FINANCIAL REGULATIONS INSERTION REGARDING CORPORATE CARD

To consider an insertion to the council's Financial Regulations to govern the use of the corporate card.

Attachment – Report 25-04 Financial Regulations Amendment

9 PARISH MATTERS

An opportunity for members to raise matters which require attention or future discussion.

10 FINANCE

To note the council's financial position year to date.

Attachment – Receipts and Payments statement 3rd June 2025

To approve the following payments and note receipts since the last meeting

Attachment – Receipts between 1st May and 3rd June

Payee	Detail	Amount
L and J Print	Gawsworth Gazette May 2025	50.00
A Keppel-Green	June Salary	537.00
A Keppel-Green	June Reimbursements / Mileage	53.60
Northwich Town Council	May Contract Works	900.00
M Herring	March/April Ranger Works	1,707.50
Francomes	Bark and Garit Sand	254.37
Total		3,502.47

11 PARISH MAINTENANCE AND ACTIONS LOGS

To review the Parish Maintenance and Outstanding Actions logs.

Attachments – Parish Maintenance and Outstanding Actions logs.

12 QUESTIONS TO THE CLERK

An opportunity to raise questions to the Clerk.

13 PUBLIC PARTICIPATION

A period for members of the public to address the meeting.

14 DATE OF THE NEXT MEETING

To note the next meeting will be held on Tuesday 8th July 2025.

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Minutes

of the Annual Council Meeting held
Tuesday 13th May 2025 in the Gawsworth Village Hall

25/000 PRESENT

Cllrs Shepherd (*presiding*), Dempsey, Hardy, Kinsey, Richards and Woods

A Keppel-Green (Clerk)

25/001 ELECTION OF CHAIR

It was **RESOLVED** to elect Cllr Shepherd as Chair.

Cllr Shepherd signed the declaration of acceptance of office.

25/002 ELECTION OF DEPUTY CHAIR

It was **RESOLVED** to elect Cllr Hardy as Deputy Chair.

Cllr Hardy signed the declaration of acceptance of office.

25/003 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Clarke, Webb and Wright.

25/004 APPOINTMENT OF EXTERNAL REPRESENTATIVES

It was **RESOLVED** to appoint Cllr Woods as the council's representative on the Village Hall Committee.

25/005 REPORT APPOINTMENT OF STANDING WORKING GROUPS

It was **RESOLVED** to make the following appointments:

- Communications working group – Cllrs Shepherd, Woods and Wright
- Park and Woodland working group – Cllrs Clarke, Hardy and Kinsey
- Footpaths working group – Cllrs Kindsey, Webb and Wood
- Green Gawsforth Strategy working group – Cllrs Hardy, Webb and Shepherd

25/006 DECLARATIONS OF INTEREST

Cllrs Hardy and Richards declared a non-pecuniary interest in 25/012 as members of the Parochial Church Council.

25/007 PUBLIC PARTICIPATION

No members of the public were present.

25/008 APPROVAL OF PREVIOUS MINUTES

It was **RESOLVED** to approve the minutes of the meeting held 8th April subject to amendment of 24/179 to refer to it being the council's understanding and a typographical correction to 24/183.

25/009 CHESHIRE EAST COUNCILLORS REPORT

The Clerk read an update submitted by Cllr Smetham, which highlighted the ongoing Transformation workstream, that work was ongoing for the establishment of the Cheshire and Warrington Combined Authority and that the council was consulting on lane rental charges, a local list policy, pharmaceutical needs assessment and PSPO changes in Macclesfield town centre.

25/010 PLANNING

25/1199/HOUS – 8 Fytton Close

It was **RESOLVED** to raise no objections.

25/1170/HOUS – Gaskells Farm, Woodhouse End Road

It was **RESOLVED** to raise no objections.

The latest planning decisions were noted.

25/011 Lych Gate Litter Bin

The council discussed the issue of the litter bin overflowing and causing litter to be strewn upon the ground around the bin. There were a number of points of view expressed, including that the existing bin has heritage value, that no bin should be provided and that a larger bin should replace the existing.

It was **RESOLVED** that a bin is necessary at this location.

On the chair's casting vote, it was **RESOLVED** to take no action at this time and to continue to monitor the situation.

25/012 FUTURE OF BURIAL PROVISION

The Clerk reported that the PCC has outlined its preference either for the churchyard to close and become the responsibility of the parish council to maintain, or for it to be extended with the church continuing to administer the burial ground with the parish council covering all costs.

It was **RESOLVED** that all options should remain on the table.

It was **RESOLVED** to give no preference to any option at this time pending further input from the community and an understanding of the view of the Diocese of Chester with respect an extension.

Cllrs Hardy and Richards abstained from voting on both resolutions.

25/013 REPLACEMENT WELCOME SIGNS

This item was deferred due to the quote not being received in time for the meeting.

25/014 STRATEGIC PLAN

It was **RESOLVED** to agree the following actions for the civic year:

1. Deliver three projects under the Green Gawsforth Strategy
2. Develop the business case for acquiring the land at Maggoty Lane for a new open space
3. Deliver identified actions under the Park and Woodland management plan
4. Undertake community survey on a range of topics
5. Develop a communications strategy
6. Develop six areas of councillor knowledge over the year
7. Develop PROW improvement plan
8. Identify desirable permissive path routes
9. Explore the submission of DMMO applications to register new PROW
10. Undertake an accessibility audit of the parish
11. Undertake a survey of bus shelters and crossing points to identify areas for improvement

25/015 PARISH MATTERS

The following issues were raised:

- A resident had expressed concern over increases to the parish precept, it was agreed an article in a future edition of the Gawsworth Gazette should explain these in more detail.
- A bench on the green at St James' Avenue requires attention
- The dead tree at Penningtons Lane required removal
- The need for an update on the repairs to the retaining wall in the park

It was noted that the pavement along Church Lane had been sided out from Deans Farm to the Crossroads and thanks were expressed to Cllr Smetham for arranging this and Cheshire East Highways for undertaking the work; it was agreed to write to residents where hedges required cutting back to reveal more of the pavement near the Harrington Arms

The council noted the recent death of Peter Briercliffe and members expressed their condolences to his family.

In respect of an oak tree at the edge of the park growing close to the boundary of two properties on Fytton Close, it was agreed that subject to the views of the council's insurers it was minded to take no action.

It was reported that the timing of the crossroads traffic lights was causing Google to direct traffic through the village resulting in queues and that Cheshire East Council should be requested to adjust the timings between 0830-0845.

Cllr Dempsey left the meeting.

25/016 FINANCE

The council's financial position year to date was noted.

It was **RESOLVED** to approve the following payments and receipts since the previous meeting were noted.

Payee	Detail	Amount
ChALC	Annual Membership	536.64
HAGS	Play Area Project	132,678.00
L and J Print	Gawsworth Gazette Printing April 2025	50.00
Northwich Town Council	April Works and Pitch Aeration	2000.00
JDH Business Services	Internal Audit 2024/25	390.00
Rialtas Business Solutions	Finance Software Annual Licence	243.60
Egertons Timber	Materials for Ranger (gate works)	91.89
Zurich Municipal	Annual Insurance	736.13
B Allen Tree Services	Christmas Tree Removal	150.00
A Keppel-Green	May Salary	537.00
A Keppel-Green	May Reimbursements / Mileage	116.52
Total		137,529.78

The draft 2024/25 CIL Monitoring Report was noted.

25/017 AUDIT

The internal auditor's report was noted. It was **RESOLVED** to procure a payment card through Unity Trust Bank.

It was **RESOLVED** to approve the Annual Governance Statement.

It was **RESOLVED** to approve the Annual Account Statements.

25/018 PARISH MAINTENANCE AND ACTIONS LOGS

The logs were noted.

25/019 QUESTIONS TO THE CLERK

No questions were raised.

25/020 PUBLIC PARTICIPATION

No members of the public were present.

25/021 DATE OF THE NEXT MEETING

It was noted that the next meeting would be held on Tuesday 10th June 2025.

REPORT TO GAWSWORTH PARISH COUNCIL

ADDITION TO FINANCIAL REGULATIONS: CORPORATE CARD



Report Reference GPC 24-04
Meeting Date 10th June 2025
Agenda Item 8
Prepared by Clerk

1.0 INTRODUCTION

On the recommendation of the council's Internal Auditor, at the previous meeting it was agreed to procure a payment card to enable the clerk to make payments directly on behalf of the council in place of the existing arrangement where purchases are made on a personal credit card and reclaimed.

Section two outlines a proposed insertion to the council's Financial Regulations to cover this change.

2.0 PROPOSED INSERTION TO FINANCIAL REGULATIONS

The following is proposed to be added to section six of Financial Regulations (payment of accounts)

- 6.8 The Council will provide the Clerk with a corporate card with which they are authorised to make payments for goods where it is impractical to make the payment by BACs in accordance with 6.3 or where it is otherwise deemed expedient to avoid delays or inconvenience.
- 6.9 The card shall have a credit limit of £1,000 and shall be cleared by direct debit monthly.
- 6.10 A schedule of payments made by card since the previous meeting shall be presented to each ordinary meeting of the council.

3.0 DECISIONS REQUIRED

The council consider approval of the proposed insertion.

22:02

Deposit Account

Cash Received between 01/05/2025 and 03/06/2025

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
14/05/2025	Current Bank A/c	TXF	Grant to Savings	22,677.65
23/05/2025	Tarmac		Grant	30,000.00
Total Receipts				<u>52,677.65</u>

22:02

Current Bank A/c

Cash Received between 01/05/2025 and 03/06/2025

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
11/05/2025	Deposit Account	May	Transfer	137,711.35
17/05/2025	Deposit Account	TXF	From Deposit	10,677.65
29/05/2025	Groundwork		Tesco Grant	1,000.00
12/05/2025	John Upton Charity	36	Grant	22,677.65
15/05/2025	JUC		Bounced Cheque	-10,677.65
01/05/2025	Nationwide		Bank Interest	30.44
02/06/2025	Nationwide		Interest	29.75
Total Receipts				<u>161,449.19</u>

Detailed Receipts & Payments by Budget Heading 03/06/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101 Administration						
1001 Ground Rent	0	2	2			0.0%
1870 Interest Received	814	2,385	1,571			34.1%
1900 Precept	21,635	43,270	21,635			50.0%
Administration :- Receipts	22,449	45,657	23,208			49.2%
4031 Subscriptions	537	655	118		118	81.9%
4100 Postages	41	160	119		119	25.4%
4101 Stationery	0	100	100		100	0.0%
4102 Room Hire	0	50	50		50	0.0%
4103 Insurance	736	700	(36)		(36)	105.2%
4104 Audit Fee	325	770	445		445	42.2%
4106 Computer Software/Hardware	203	203	0		0	100.0%
4107 Grants & Donations	1,000	1,600	600		600	62.5%
4109 Payroll Services	79	200	121		121	39.7%
4115 Print	0	100	100		100	0.0%
4120 Banking Charges	30	72	42		42	41.7%
4999 Miscellaneous Costs/Purchases	3	250	247		247	1.2%
Administration :- Indirect Payments	2,954	4,860	1,906	0	1,906	60.8%
Net Receipts over Payments	19,495	40,797	21,302			
102 Employee Costs						
4000 Salaries	1,611	9,025	7,414		7,414	17.9%
4001 Home Working Allowance	0	312	312		312	0.0%
4005 PAYE/NI	0	3,199	3,199		3,199	0.0%
4010 Employee Mileage	94	500	406		406	18.8%
4020 Employee Training	0	440	440		440	0.0%
Employee Costs :- Indirect Payments	1,705	13,476	11,771	0	11,771	12.7%
Net Payments	(1,705)	(13,476)	(11,771)			
103 Members Costs						
4011 Member Mileage	0	50	50		50	0.0%
4021 Member Training	50	150	100		100	33.3%
Members Costs :- Indirect Payments	50	200	150	0	150	25.0%
Net Payments	(50)	(200)	(150)			
105 Communications						
1025 Donations Received	0	288	288			0.0%

Detailed Receipts & Payments by Budget Heading 03/06/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1050 Advertising Income	0	540	540			0.0%
Communications :- Receipts	0	828	828			0.0%
4110 Website Costs	0	150	150		150	0.0%
4116 Gawsworth Gazette	100	910	810		810	11.0%
Communications :- Indirect Payments	100	1,060	960	0	960	9.4%
Net Receipts over Payments	(100)	(232)	(132)			
<u>110 Parks & Woodland</u>						
4180 External Contractors	0	2,500	2,500		2,500	0.0%
4200 Park Maintenance	4,188	10,575	6,387		6,387	39.6%
4205 Woodland Maintenance	414	1,085	671		671	38.2%
4207 Park Improvements	77	2,500	2,423		2,423	3.1%
4208 Woodland Improvements	0	600	600		600	0.0%
4215 Tree Works	0	500	500		500	0.0%
4999 Miscellaneous Costs/Purchases	0	150	150		150	0.0%
Parks & Woodland :- Indirect Payments	4,679	17,910	13,231	0	13,231	26.1%
Net Payments	(4,679)	(17,910)	(13,231)			
<u>120 Operational Costs</u>						
4206 Parish Maintenance	780	3,535	2,755		2,755	22.1%
4210 Ranger Works	425	3,900	3,475		3,475	10.9%
4250 Parish Improvements	0	2,000	2,000		2,000	0.0%
4305 Streetlighting	0	455	455		455	0.0%
4310 Christmas Lights	150	1,500	1,350		1,350	10.0%
4999 Miscellaneous Costs/Purchases	47	300	253		253	15.6%
Operational Costs :- Indirect Payments	1,402	11,690	10,288	0	10,288	12.0%
Net Payments	(1,402)	(11,690)	(10,288)			
<u>130 Special Projects</u>						
4115 Print	0	400	400		400	0.0%
Special Projects :- Indirect Payments	0	400	400	0	400	0.0%
Net Payments	0	(400)	(400)			
<u>190 Play Area Refurb Project</u>						
1020 Grant Income	43,000	52,678	9,678			81.6%
Play Area Refurb Project :- Receipts	43,000	52,678	9,678			81.6%

Detailed Receipts & Payments by Budget Heading 03/06/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4180 External Contractors	110,565	113,805	3,240		3,240	97.2%
4999 Miscellaneous Costs/Purchases	0	150	150		150	0.0%
Play Area Refurb Project :- Indirect Payments	110,565	113,955	3,390	0	3,390	97.0%
Net Receipts over Payments	(67,565)	(61,277)	6,288			
<u>999 VAT Data</u>						
115 VAT Refunds	958	0	(958)			0.0%
VAT Data :- Receipts	958	0	(958)			
515 VAT on Payments	22,862	0	(22,862)		(22,862)	0.0%
VAT Data :- Indirect Payments	22,862	0	(22,862)	0	(22,862)	
Net Receipts over Payments	(21,904)	0	21,904			
Grand Totals:- Receipts	66,407	99,163	32,756			67.0%
Payments	144,317	163,551	19,234	0	19,234	88.2%
Net Receipts over Payments	(77,910)	(64,388)	13,522			
Movement to/(from) Gen Reserve	(77,910)	(64,388)	13,522			

MAINTENANCE AND ENFORCEMENT LOG

PENNINGTONS LANE AREA

Issue	Location	Notes	Responsible	Reported/Update

A536

Issue	Location	Notes	Responsible	Reported/Update
Footpath and road edge degraded badly	Church Lane between Harrington Arms and Gandysbrook	Footpath needs relaying. No prospect of this being done		Ref 3817719

WARREN END OF VILLAGE

Issue	Location	Notes	Responsible	Reported/Update
Rotting Stump	Woodhouse Lane	Raised at Highways meeting. CEC undertook to investigate evacuation excavation as an alternative to stump grinding avoiding issues with utilities near to stump	CEC	Ref 4669610 Feb 2025
Road signs to be cleaned	Various	On Ranger Job List		
Car park lining faded	Car park	Works date to be confirmed once potholes fixed.		
Deteriorating pavements	St James Avenue		Peaks and Plains	
Benches require attention	St James' Green	Ranger to sand down and re-treat	Ranger	
Timing of traffic lights	Crossroads	Morning timing requires adjustment to prevent queues	CEC	

CHURCH END OF VILLAGE

Issue	Location	Notes	Responsible	Reported/Update
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Damaged kerbs/	Church Lane (opp Church)	Not currently on any programme for repair. Monitored by Highways Officer for deterioration. The highway boundary is the kerb line.	CEC	Ref 5328454
Verge slippage	Church Lane (opp Church)	Letter written to owner	Landowner	March 2025
Blocked gully	Church Lane. By car park.		CEC	
Pavement uneven due to roots	opp. New Hall	A small area has been marked for repair where it has broken up, this is the only part that meets intervention criteria. It will be put forward for works in the future. Will be included in accessibility audit	CEC	
Lack of fencing around Klargeter	Off Church Lane, nr Little Manor	Letter written to owner	Landowner	March 2025

ELSEWHERE

Issue	Location	Notes	Responsible	Reported/Update
Uneven surface	Church Lane nr Harrington Arms		CEC	
Recurring Pothole	Gawsworth Road	Main potholes fixed. To be monitored for recurrence.	CEC	Feb 25
Broken Steps	Railway Bridge to Danes Moss	Reported to CEC PROW team	CEC/Landowner	Mar 25
Dead Tree	Adjacent to FP6	Reported to CEC, onwards reported to CEC assets.	CEC	May 25 EFRM130290

NANCY'S WOOD / GAWSWORTH PARK

Issue	Location	Notes	Responsible
Collapsed retaining wall	North of Park	Works scheduled for 2025/26 financial year.	CEC
Missing Stepping Stones	Nancy's Wood	Ranger progressing. Aim to complete by end of May.	GPC

PLANNING / HIGHWAYS ENFORCEMENT

Issue	Location	Notes	Ref/Update
Use of building for residential accommodation	Middle Moss Farm, Lowes Lane	Awaiting follow up from Planning Enforcement	23/00979E 04/11/2024
Stones on verge	Warren House, Dark Lane		
Erection of building	Field off Shellow Lane		23/00271E
Operation of campsite	High Lane Farm		25/0130/ENF

OUTSTANDING ACTIONS

JUNE 2025

Action Ref	Creation Date	Source	Subject	Description	Responsible	Minute Ref	Priority	Status	Activity Log / Notes
2003	10/07/19	Decision	Installation of Interpretation Board	Clerk to liaise with supplier	Clerk / Cllr Woods		Medium	In Progress	Clerk to review status and progress
2011		Discussion	Parish Paths / Walk Leaflet	Development of reworked Parish Paths Booklet	Cllr Woods / Gawsworth Hub		Low	In Progress	Draft circulated to Comms WG
2306	08/08/23	Decision	20 mph Speed Limits	Council to consult residents	Clerk	23/076	Medium	In progress	Draft of Survey to be prepared
2308	12/02/24	Discussion	Christmas Lights at Penningtons Lane	Council to agree scheme	Clerk / Council	23/157	High	In progress	Awaiting cost from CEC Highways for electricity supply.
2402	13/08/24	Decision	Car park to be relined	Clerk to arrange.	Clerk	24/063	Medium	Pending	Awaiting potholes to be fixed
2406	15/10/24	Decision	Steps from Benbrook Way	Installation of handrail	Clerk	24/092	Medium		Quote to be obtained / discussion with Ranger on options.
2407	15/10/24	Decision	Steps from Benbrook Way	Exploration of creating additional steps / reducing height of bottom step.	Clerk	24/092	Medium		Options to be explored with CEC Highways.
2408	15/10/24	Discussion	Remembrance Sunday	Clerk to liaise with PCC Clerk over arrangements for 2025	Clerk	24/096	Medium		Understood to just need the PA

2409	12/11/24	Decision	Community Survey	To be drafted	Clerk	24/113	Medium	Draft Survey to be presented to July meeting.
2410	08/04/25	Decision	Councillor Skill/Knowledge development	Clerk to identify means of supporting development in identified areas	Clerk	24/177	Medium	
2411	08/04/25	Decision	Danes Moss Sunken Lane	To be surveyed	Clerk	24/179	Low	