

## Gawsworth Parish Council

**Parish Clerk:** Adam Keppel-Green BSc BA FSLCC  
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### To the Members of Gawsworth Parish Council

You are summoned to attend the annual meeting of Gawsworth Parish Council to be held at 19:30 on Tuesday 12<sup>th</sup> May 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](http://www.facebook.com/gawsworthlife).

**Adam Keppel-Green**  
Clerk and Proper Officer  
7<sup>th</sup> May 2025

## AGENDA

- 1 ELECTION OF CHAIR**  
To elect the chair of the council and receive their declaration of acceptance of office.
- 2 ELECTION OF DEPUTY CHAIR**  
To elect the deputy chair of the council and receive their declaration of acceptance of office.
- 3 APOLOGIES FOR ABSENCE**  
To receive apologies for absence.
- 4 APPOINTMENT OF EXTERNAL REPRESENTATIVES**  
To appoint members to represent the council on outside bodies / meetings.
- 5 APPOINTMENT OF STANDING WORKING GROUPS**  
To appoint members to the park and woodland working group; communications working group; footpaths working group and green Gawsworth strategy working group.
- 6 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.
- 7 PUBLIC PARTICIPATION**  
A period for members of the public to address the meeting.

**8 APPROVAL OF PREVIOUS MINUTES**

To receive and confirm the minutes of the meeting held on the 14<sup>th</sup> April.

*Attachment – Minutes of the meeting held 14<sup>th</sup> April 2025*

**9 CHESHIRE EAST COUNCILLORS REPORT**

To receive a report from the councillors for Gawsworth and Macclesfield South wards.

**10 PLANNING**

To consider the latest planning applications:

a) [26/1310/VOC – Barn, Shellow Lane](#)

b) [26/1212/HOUS – Little Walkers Heath Farm, Marton Lane](#)

**11 PEAK CLUSTER PIPELINE**

To consider matters related to the Peak Cluster project.

**12 COUNCILLOR CODE OF CONDUCT**

To consider adopting an updated code of conduct based on the Cheshire East Council and Local Government Association Model.

*Attachment – Revised Code of Conduct*

**13 PENNINGTONS LANE CHRISTMAS TREE**

To consider whether to purchase a real tree for Penningtons Lane (£750) or have an annual cut tree (£150 per year)

**14 PARISH MEETING**

To consider issues raised at the parish meeting.

*Attachment – Report 26-01 Issues raised at Parish Meeting*

**15 STRATEGIC PLAN**

To determine the priorities for the 2026/27 civic year.

*Attachment – Report 26-02 Strategic Plan*

**16 PARISH MATTERS**

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

**17 FINANCE**

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

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

*To follow – receipts and financial position reports.*

Payee	Detail	Amount
NHBS	Bird Boxes for Nancy's Wood	£567.53
L and J Print	Gazette and Survey Printing	£434.00
Northwich TC	March/April Park Maintenance	£2,983
JDH Business Services	Internal Audit 2025/26	446.40
M Herring	March Ranger Works	389.17
A Keppel-Green	May Salary	£568.89
A Keppel-Green	May Reimbursements (mileage, stamps for survey, bench fixing kits)	£394.49
<b>Total</b>		<b>£4,784.28</b>

To note the draft 2025 /26 CIL Monitoring Report

*Attachment – Draft CIL Monitoring Report 2025/26*

## **18 AUDIT**

To note the Internal Auditor's report

*Attachment – Internal Auditor's Report 2025/26*

To approve the Annual Governance Statement.

To approve the Annual Account Statements.

*Attachment – Draft AGAR 2025/26*

## **19 PARISH MAINTENANCE AND ACTIONS LOGS**

To review the Parish Maintenance and Outstanding Actions logs.

*Attachments – Parish Maintenance and Outstanding Actions logs.*

## **20 QUESTIONS TO THE CLERK**

An opportunity to raise questions to the Clerk.

## **21 PUBLIC PARTICIPATION**

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

## **22 DATE OF THE NEXT MEETING**

To note the next meeting will be held on Tuesday 9<sup>th</sup> June 2025.

## Gawsworth Parish Council

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### Minutes

*of the Council Meeting held*

**Tuesday 14<sup>th</sup> April 2026 in the Gawsworth Village Hall**

#### **25/166 PRESENT**

Cllrs Shepherd (*presiding*), Clarke, Dempsey, Hollinshead, Kinsey, Richards, Webb and Wood  
A Keppel-Green (Clerk)

#### **25/167 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Hardy.

#### **25/168 DECLARATIONS OF INTEREST**

No member declared an interest in any item.

#### **25/169 PUBLIC PARTICIPATION**

No members of the public wished to address the meeting.

#### **25/170 APPROVAL OF PREVIOUS MINUTES**

It was **RESOLVED** to approve the minutes of the meeting held 10<sup>th</sup> March subject to a typographical correction to 25/159.

#### **25/171 CHESHIRE EAST COUNCILLORS REPORT**

Cllr Smetham reported that the council would soon be reverting to a Leader and Cabinet model with a cabinet of up to 10 members, that there had been a 90% increase in bus service satisfaction.

Cllrs Richards and Clarke arrived during this item.

The Clerk read an email from Cllr Puddicombe highlighting that Greene King was reviewing its pub estate and it was likely that the Rising Sun may close, though the Premier Inn will remain open. It was further reported that Cllrs Puddicombe and Wilson share the concern regarding the proposed AGI as part of the Peak Cluster project and that the council's Corporate Policy Committee would be considering the Peak Cluster proposals.

## **25/172          PLANNING**

### 26/1006/FUL – Libby's Patch, Shellow Lane

It was **RESOLVED** to raise no objections but request a condition that the building remain tied to an agricultural occupancy.

### 26/1141/HOUS – Fodens Farm, Woodhouse End Road

It was **RESOLVED** to raise no objections but comment that it is nonsensical to have to demolish and rebuild the property and would prefer a solution which sees the original building retained, as had been proposed by the applicant under 23/1250M which the Parish Council supported.

### 26/0962/HOUS – Mill Field, Mill Lane

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

### 26/1177/PRIOR-6 – Swindells Farm, Shellow Lane

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

### 26/1011/CLPUD - Railway Cottage, Cowbrook Lane

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

### Appeal against non-determination of 25/3492/PIP

It was **RESOLVED** to reiterate the council's comments to the original application.

## **25/173          PEAK CLUSTER PIPELINE**

It was noted that the output of the freedom of information request to Cheshire East Council had been received but that an internal review had been requested as it indicated the council had had no prior engagement with the Peak Cluster project in spite of statements inferring it had.

It was noted the Gawsorth Residents Group had issued the letter previously submitted to the council to submit and had declined the council's offer of a meeting. It was noted no

response had been received to the letter to the Leader and Deputy Leader of Cheshire East Council and that the ChALC meeting of parishes was arranged for 30<sup>th</sup> April.

Cllr Woods reported he was working on a paper for Cheshire Wildlife Trust.

#### **25/174 CHRISTMAS LIGHTS**

It was agreed to get quotes for the replacement of the lighting arch.

It was **RESOLVED** that a rooted tree be preferred for the Penningtons Lane Christmas Tree and that the Clerk obtain costs for the next meeting.

#### **25/175 PARISH MATTERS**

It was noted that the quality of repairs to potholes on Woodhouse Lane and Church Lane was poor, though noted that it may have been a lower quality winter repair.

It was noted that trenches had been dug on land at Woodhouse End Road and it was advised that this was water pipes connected with the farming operations.

It was noted the offer to repair the village sign had not been undertaken by the volunteer and that a company would be instructed.

It was noted that two of the stepping stones at Nancy's Wood had sunken again.

#### **25/176 PEAK AND NORTHERN FOOTPATH SOCIETY**

It was **RESOLVED** to join the society at a cost of £30 per year.

#### **25/177 FINANCE**

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

It was **RESOLVED** to approve the following payments.

<b>Payee</b>	<b>Detail</b>	<b>Amount</b>
RBS Software	Annual Finance System Licence	252.00
Gort and March	Q4 and Year End Payroll Services	100.00
L and J Print	Gazette Printing March	50.00
ChALC	Annual Membership	550.40
M Herring	Ranger Jan/Feb	1970.27
Npower	March Streetlighting	27.88
A Keppel-Green	April Salary	568.15
A Keppel-Green	April Reimbursement (mileage x 3)	35.10
Peak and Northern Footpath Society	Annual Membership	30.00
	<b>Total</b>	<b>3,583.80</b>

The receipts since the previous meeting were noted.

**25/178            STRATEGIC PLAN, PARISH MAINTENANCE AND ACTIONS LOGS**

The logs were noted. It was agreed the strategic plan actions should have target dates.

**25/179            QUESTIONS TO THE CLERK**

The Clerk responded to a question advising that the new bin on the pleasance had been positioned where it is in line with the decision of the council.

**25/180            PUBLIC PARTICIPATION**

The Clerk summarised the comments on the Facebook stream, which expressed support for retaining the arch Christmas lights and a traditional Christmas tree but noting the excessive time allocated to the discussion.

**25/181            DATE OF THE NEXT MEETING**

It was noted that the next meetings would be held on Wednesday 22<sup>nd</sup> April at 7:30pm (annual parish meeting) and Tuesday 12<sup>th</sup> May 2026 at 7:30pm (annual council meeting)

DRAFT

## **GAWSWORTH PARISH COUNCIL COUNCILLOR CODE OF CONDUCT**

Gawsworth Parish Council has adopted this Code of Conduct to promote and maintain high standards of conduct and underpin public confidence in the Authority and its Councillors and co-opted Members (referred to collectively in this Code as “Councillors”).

1. This code is based on the code adopted by Cheshire East Council and the model published by the Local Government Association.
2. It is important that as Councillors we can be held accountable, and all adopt the behaviours and responsibilities associated with the role. Conduct as an individual Councillor affects the reputation of all Councillors. The Council wants the role of Councillor to be one that people aspire to. The Council also wants individuals from a range of backgrounds and circumstances to be putting themselves forward to become Councillors.
3. As Councillors, we represent local residents, work to develop better services and deliver local change. The public have high expectations of us and entrust us to represent our local area, taking decisions fairly, openly, and transparently. We have both an individual and collective responsibility to meet these expectations by maintaining high standards and demonstrating good conduct, and by challenging behaviour which falls below expectations.
4. Importantly, we should be able to undertake our role as a Councillor without being intimidated, abused, bullied, or threatened by anyone, including the general public.
5. This Code has been designed to protect our democratic role, encourage good conduct and safeguard the public’s trust in local government.

### **INTRODUCTION**

This Councillor Code of Conduct has been adopted under the Localism Act 2011 and is supported by a process that will be followed if a complaint is made. A complaint should be made to the Monitoring Officer of Cheshire East Council with sufficient information to substantiate it.

Guidance that may assist Councillors in interpreting and understanding aspects of the code can be found here: [Guidance on Local Government Association Model Councillor Code of Conduct | Local Government Association](#)

## **DEFINITIONS**

For the purposes of this Code of Conduct, a “Councillor” means an elected Councillor or co-opted Member of Gawsworth Parish Council.

A “co-opted member” is defined in the Localism Act 2011 Section 27(4) as “a person who is not a member of the authority but who:

- a) is a member of any committee or sub-committee of the authority, or;
- b) is a member of, and represents the authority on, any joint committee or joint subcommittee of the authority;

and who is entitled to vote on any question that falls to be decided at any meeting of that committee or sub-committee”.

For the purposes of this Code of Conduct, “local authority” includes Cheshire East Council and Gawsworth Parish Council.

## **PURPOSE OF THE CODE OF CONDUCT**

The purpose of this Code of Conduct is to assist you, as a Councillor, in modelling the behaviour that is expected of you, to provide a personal check and balance, and to set out the type of conduct that could lead to action being taken against you. It is also to protect you, the public, fellow Councillors, local authority officers and the reputation of your Council and of local government. It sets out general principles of conduct expected of all Councillors and your specific obligations in relation to standards of conduct. The fundamental aim of the Code is to create and maintain public confidence in the role of Councillor and local government.

## **GENERAL PRINCIPLES OF COUNCILLOR CONDUCT**

Everyone in public office at all levels; all who serve the public or deliver public services, including ministers, civil servants, Councillors and local authority officers; should uphold the Seven Principles of Public Life, also known as the Nolan Principles (as set out at Appendix A). The Nolan Principles are:

1. Selflessness;
2. Integrity;
3. Objectivity;
4. Accountability;
5. Openness;
6. Honesty;
7. Leadership.

Building on these principles, the following general principles have been developed specifically for the role of Councillor.

In accordance with the public trust placed in me, on all occasions:

- I act with integrity and honesty
- I act lawfully
- I treat all persons fairly and with respect; and
- I lead by example and act in a way that secures public confidence in the role of Councillor.

In undertaking my role:

- I impartially exercise my responsibilities in the interests of the local community
- I do not improperly seek to confer an advantage, or disadvantage, on any person
- I avoid conflicts of interest
- I exercise reasonable care and diligence; and
- I ensure that public resources are used prudently in accordance with my local authority's requirements and in the public interest.

## **APPLICATION OF THE CODE OF CONDUCT**

This Code of Conduct applies to you as soon as you sign your declaration of acceptance of the office of Councillor or attend your first meeting as a co-opted member, and it continues to apply to you until you cease to be a Councillor or Co-opted Member.

This Code of Conduct applies to you when you are acting in your capacity as a Councillor or Co-opted Member which may include if:

- You misuse your position as a Councillor
- Your actions would give the impression to a reasonable member of the public with knowledge of all the facts that you are acting as a Councillor

The Code applies to all forms of communication and interaction, including:

- at face-to-face meetings
- at online or telephone meetings
- in written communication
- in verbal communication
- in non-verbal communication
- in electronic and social media communication, posts, statements, and comments.

You are also expected to uphold high standards of conduct and show leadership at all times when acting as a Councillor.

The Monitoring Officer has statutory responsibility for the implementation of the Code of Conduct, and you are encouraged to seek advice from the Parish Clerk, who may refer matters to the Monitoring Officer.

## **STANDARDS OF COUNCILLOR CONDUCT**

This section sets out your obligations, which are the minimum standards of conduct required of you

as a Councillor. Should your conduct fall short of these standards, a complaint may be made against you, which may result in action being taken.

Guidance is included to help explain the reasons for the obligations and how they should be followed.

## **GENERAL CONDUCT**

### **1 RESPECT**

*As a Councillor:*

- 2.1 I treat other Councillors and members of the public with respect.
- 2.2 I treat local authority employees, employees and representatives of partner organisations and those volunteering for the local authority with respect and respect the role they play.

Respect means politeness and courtesy in behaviour, speech, and in the written word. Debate and having different views are all part of a healthy democracy. As a Councillor, you can express, challenge, criticise and disagree with views, ideas, opinions and policies in a robust but civil manner. You should not, however, subject individuals, groups of people or organisations to personal attack.

In your contact with the public, you should treat them politely and courteously. Rude and offensive behaviour lowers the public's expectations and confidence in Councillors.

In return, you have a right to expect respectful behaviour from others. If members of the public are being abusive, intimidating or threatening you are entitled to stop any conversation or interaction in person or online and report them to the relevant local authority, social media provider or the police. This also applies to fellow Councillors, where action could then be taken under the Councillor Code of Conduct, and local authority employees, where concerns should be raised in line with the local authority's Member/officer protocol.

### **2 BULLYING, HARASSMENT AND DISCRIMINATION**

*As a Councillor:*

- 2.1 I do not bully any person.
- 2.2 I do not harass any person.
- 2.3 I promote equalities and do not discriminate unlawfully against any person.

The Advisory, Conciliation and Arbitration Service (ACAS) characterises bullying as offensive, intimidating, malicious or insulting behaviour, an abuse or misuse of power through means that undermine, humiliate, denigrate or injure the recipient. Bullying might be a regular pattern of behaviour or a one-off incident, happen face-to-face, on social media, in emails or phone calls, happen in the workplace or at work social events and may not always be obvious or noticed by others.

The Protection from Harassment Act 1997 defines harassment as conduct that causes alarm or distress or puts people in fear of violence and must involve such conduct on at least two occasions. It can include repeated attempts to impose unwanted communications and contact upon a person in a manner that could be expected to cause distress or fear in any reasonable person.

Because bullying and harassment can be subjective by its very nature, any complaints of such behaviour will be subject to an objective assessment of all the circumstances surrounding the allegation.

Unlawful discrimination is where someone is treated unfairly because of a protected characteristic. Protected characteristics are specific aspects of a person's identity defined by the Equality Act 2010. They are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

The Equality Act 2010 places specific duties on local authorities. Councillors have a central role to play in ensuring that equality issues are integral to the local authority's performance and strategic aims, and that there is a strong vision and public commitment to equality across public services.

### **3 IMPARTIALITY OF OFFICERS OF THE COUNCIL**

*As a Councillor:*

- 3.1 I do not compromise, or attempt to compromise, the impartiality of anyone who works for, or on behalf of, the local authority.

Officers work for the local authority as a whole and must be politically neutral (there are no political assistants at the Parish Council). They should not be coerced or persuaded to act in a way that would undermine their neutrality. You can question officers in order to understand, for example, their reasons for proposing to act in a particular way, for having acted in a particular way, or in respect of the content of a report that they have written. However, you must not try and force them to act differently, change their advice, or alter the content of that report, if doing so would prejudice their professional integrity.

Councillors should always use the appropriate routes to raise issues and inform decision making.

### **4 CONFIDENTIALITY AND ACCESS TO INFORMATION**

*As a Councillor:*

- 4.1 I do not disclose information given to me in confidence by anyone, or acquired by me which I believe, or ought reasonably to be aware, is of a confidential nature, unless:
- a) I have received the consent of a person authorised to give it;
  - b) I am required by law to do so;
  - c) the disclosure is made to a third party for the purpose of obtaining professional legal advice provided that the third party agrees not to disclose the information to any other person; or
  - d) the disclosure is:
    - i. reasonable and in the public interest; and
    - ii. made in good faith and in compliance with the reasonable requirements of the access to information procedure rules; and
    - iii. I have sought the views of the Monitoring Officer prior to its release.

- 4.2 I do not improperly use knowledge gained solely as a result of my role as a Councillor for the advancement of myself, my friends, my family members, my employer or my business interests.
- 4.3 I do not prevent anyone from getting information that they are entitled to by law.

Gawsworth Parish Council must work openly and transparently, and their proceedings and printed materials are open to the public, except in certain legally defined circumstances. You should work on this basis, but there will be times when it is required by law that discussions, documents and other information relating to or held by the local authority must be treated in a confidential manner. Examples include personal data relating to individuals or information relating to ongoing negotiations.

## **5 DISREPUTE**

*As a Councillor:*

- 5.1 I do not bring my role or Council into disrepute;
- 5.2 I am seen as a representative of Gawsworth Parish Council and seek to uphold the image and reputation of the Council and will not bring my Council into disrepute.

As a Councillor, you are trusted to make decisions on behalf of your community and your actions and behaviour are subject to greater scrutiny than that of ordinary members of the public. You should be aware that your actions might have an adverse impact on you, other Councillors and/or your Council and may lower the public's confidence in you or your Council's ability to discharge your/its functions. For example, behaviour that is considered dishonest and/or deceitful can bring your local authority into disrepute.

You are able to hold the Council and fellow Councillors to account and are able to bring legitimate challenge in relation to Council functions and operation, criticise and express concern about decisions, services and processes undertaken by the Council whilst continuing to adhere to other aspects of this Code of Conduct. The Code of Conduct does not stifle political debate, or prevent Councillors from campaigning on issues of local concern.

## **6 USE OF POSITION**

*As a Councillor:*

- 6.1 I do not use, or attempt to use, my position improperly to the advantage or disadvantage of myself or anyone else.

Your position as a Councillor of the local authority provides you with certain opportunities, responsibilities, and privileges, and you make choices all the time that will impact others.

However, you should not take advantage of these opportunities to further your own or others' private interests or to disadvantage anyone unfairly.

## **7 USE OF LOCAL AUTHORITY RESOURCES AND FACILITIES**

*As a Councillor:*

- 7.1 I do not misuse council resources.

- 7.2 I will, when using the resources of the local authority or authorising their use by others:
- a) act in accordance with the local authority's requirements; and
  - b) ensure that such resources are not used for political purposes unless that use could reasonably be regarded as likely to facilitate, or be conducive to, the discharge of the functions of the local authority or of the office to which I have been elected or appointed.

You may be provided with resources and facilities by the local authority to assist you in carrying out your duties as a Councillor. Examples include:

- office support
- stationery
- equipment such as computers
- transport
- access and use of local authority buildings and rooms.

These are given to you to help you carry out your role as a Councillor more effectively and are not to be used for business, personal, or political gain. They should be used in accordance with the purpose for which they have been provided and the Council's own policies regarding their use.

## **8 COMPLYING WITH THE CODE OF CONDUCT**

*As a Councillor:*

- 8.1 I undertake Code of Conduct training provided by my Council.
- 8.2 I cooperate with any Code of Conduct investigation and/or determination.
- 8.3 I do not intimidate or attempt to intimidate any person who is likely to be involved with the administration of any investigation or proceedings.
- 8.4 I comply with any sanction imposed on me following a finding that I have breached the Code of Conduct.

It is extremely important for you as a Councillor to demonstrate high standards, for you to have your actions open to scrutiny and for you not to undermine public trust in the local authority or its governance. If you do not understand or are concerned about the Cheshire East Council processes in handling a complaint you should raise this with the Monitoring Officer.

## **PROTECTING YOUR REPUTATION AND THE REPUTATION OF THE LOCAL AUTHORITY**

### **9 INTERESTS**

*As a Councillor:*

- 9.1 I register and disclose my interests.

Section 29 of the Localism Act 2011 requires the Monitoring Officer to establish and maintain a

register of interests of Councillors of the Council this includes Parish and Parishes.

You need to register your interests so that the public, council employees and fellow Councillors know which of your interests might give rise to a conflict of interest. The register is a public document that can be consulted when (or before) an issue arises. The register also protects you by allowing you to demonstrate openness and a willingness to be held accountable. You are personally responsible for deciding whether or not you should disclose an interest in a meeting, but it can be helpful for you to know early on if others think that a potential conflict might arise. It is also important that the public know about any interest that might have to be disclosed by you or other Councillors when making or taking part in decisions, so that decision making is seen by the public as open and honest. This helps to ensure that public confidence in the integrity of local governance is maintained.

You should note that failure to register or disclose a disclosable pecuniary interest as set out in Table 1, is a criminal offence under the Localism Act 2011.

Appendix B sets out the detailed provisions on registering and disclosing interests. If in doubt, you should always seek advice from the Monitoring Officer or the Parish Clerk.

## **10 GIFTS AND HOSPITALITY**

*As a Councillor:*

- 10.1 I do not accept gifts or hospitality, irrespective of estimated value, which could give rise to real or substantive personal gain or a reasonable suspicion of influence on my part to show favour from persons seeking to acquire, develop or do business with the local authority or from persons who may apply to the local authority for any permission, licence or other significant advantage.
- 10.2 I will only accept gifts and hospitality when on a scale appropriate to the circumstances, and where it is apparent that no cause could reasonably arise for adverse criticism about the acceptance of the gift or hospitality. Hospitality is usually acceptable when the invitation is corporate not personal.
- 10.3 I will register with the Monitoring Officer any significant gift or hospitality that I have been offered but have refused to accept.

Whatever gift or hospitality is provided to you, other than a gift or hospitality of nominal value only (such as drink, or small items of stationery), you should report the circumstances and the type of hospitality to the Monitoring Officer. Small insignificant gifts of a value of less than £50, such as pens, diaries, calendars, mouse mats or mugs, may be accepted.

In order to protect your position and the reputation of your Council, you should exercise caution in accepting any gifts or hospitality which are (or which you reasonably believe to be) offered to you because you are a Councillor. The presumption should always be not to accept significant gifts or hospitality. However, there may be times when such a refusal may be difficult if it is seen as rudeness in which case you could accept it but must ensure it is publicly registered.

Corporate gifts and/or hospitality may on occasion be offered to Councillors carrying out duties associated with a ceremonial role such as the Parish Mayor. If the gift or hospitality is offered in ceremonial capacity, it can be accepted and noted on the register for the office being held. For example, the Parish Mayor receives a gift on behalf of the Council, the gift will be recorded in the Parish Mayor's register and retained by the Parish Council. A gift received by the Parish Mayor as a token of thanks for attending a function, such as flowers, will be recorded as a personal gift within

the register as appropriate. Gifts of a greater value should only be accepted on the basis that the gift or hospitality is declared. Gifts or hospitality (if appropriate) accepted in a ceremonial capacity may be donated to charitable or other appropriate causes such as the Mayor's charities.

You do not need to register gifts and hospitality which are not related to your role as a Councillor, such as Christmas gifts from your friends and family. It is also important to note that it is appropriate to accept normal expenses and hospitality associated with your duties as a Member. If you are unsure, do contact the Parish Clerk or Monitoring Officer for guidance.

## **11      PREDETERMINATION, PREDISPOSITION AND BIAS**

Issues of predetermination, predisposition and bias can arise in parallel to the provisions of the Code of Conduct, but are not part of the Code itself.

Members must be mindful of falling foul of the general obligations of this code by taking part in decisions where they are biased or have pre-determined the matter in question.

Simply put, a Member will be biased or will have pre-determined a matter if they have approached a matter with a closed mind. That is to say if they have made up their mind which way they will decide a matter before all of the relevant considerations are presented and debated in the appropriate decision making forum.

Previous actions or statements of a Member will not be taken by themselves as proof of predetermination. A Member may be predisposed to a certain point of view, however notwithstanding any predisposition, Members need to be careful to ensure they approach and, insofar as is possible, are seen to approach decisions with an open mind.

Particular scenarios to be mindful of are where a Member, in some other role, is seen to be a promoter or advocate for a proposal which later comes before them for decision. A risk arises when there has been significant personal involvement in preparing or advocating the proposal such that a Member may become or may be perceived by the public as being no longer able to approach the decision with an open mind.

If you feel that you have pre-determined a matter you should say so. You should not speak or vote on the proposal. You may, however, make representations on the proposal if a member of the public also has the right to do so. You are not legally obliged to withdraw from the meeting for the remainder of the debate and vote but in most circumstances doing so will counter any suggestion that you influenced the remaining Members by your continued presence. If you do not withdraw, as a minimum you must withdraw to the public area of the meeting room for the whole of the consideration of the matter, whether or not you are also exercising your right to speak.

If in any doubt you should seek advice from the Monitoring Officer, Parish Clerk or ChALC.

## **APPENDICES**

### **APPENDIX A THE SEVEN PRINCIPLES OF PUBLIC LIFE**

The principles are:

#### **Selflessness**

Holders of public office should act solely in terms of the public interest.

#### **Integrity**

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must disclose and resolve any interests and relationships.

#### **Objectivity**

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

#### **Accountability**

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

#### **Openness**

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

#### **Honesty**

Holders of public office should be truthful.

#### **Leadership**

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

## **APPENDIX B REGISTERING INTERESTS**

Within 28 days of becoming a Councillor or your re-election or re-appointment to office you must register with the Monitoring Officer the interests which fall within the categories set out in **Table 1** (Disclosable Pecuniary Interests) which are as described in "The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012". You should also register details of your other personal interests which fall within the categories set out in Table 2 (Other Registerable Interests).

"Disclosable Pecuniary Interest" means an interest of yourself, or of your partner if you are aware of your partner's interest, within the descriptions set out in Table 1 below.

"Partner" means a spouse or civil partner, or a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners.

- B1 You must ensure that your register of interests is kept up-to-date and within 28 days of becoming aware of any new interest, or of any change to a registered interest, notify the Monitoring Officer and Parish Clerk.
- B2 A 'sensitive interest' is as an interest which, if disclosed, could lead to the Councillor, or a person connected with the Councillor, being subject to violence or intimidation.
- B3 Where you have a 'sensitive interest' you must notify the Monitoring Officer with the reasons why you believe it is a sensitive interest. If the Monitoring Officer agrees they will withhold the interest from the public register.

### **Non participation in case of disclosable pecuniary interest**

- B4 Where a matter arises at a meeting which directly relates to one of your Disclosable Pecuniary Interests as set out in Table 1, you must disclose the interest, not participate in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest, just that you have an interest. You are able to make a brief statement prior to leaving the meeting to describe the context of your decision.

Specific guidance regarding the declaration of interests at planning committee is available here: <https://www.local.gov.uk/publications/probity-planning-advice-councillors-and-officers-making-planning-decisions>

Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.

- B5 Where you are the chair of any committee and have a disclosable pecuniary interest on a matter to be considered by you or you are being consulted upon for an officer decision, you must notify the Parish Clerk of the interest and must not take any steps or further steps in the matter apart from arranging for the Deputy Chair or someone else to deal with it

### **Disclosure of Other Registerable Interests**

- B6 Where a matter arises at a meeting which directly relates to the financial interest or wellbeing of one of your Other Registerable Interests (as set out in Table 2), you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose

the nature of the interest.

### **Disclosure of Non-Registerable Interests**

B7 Where a matter arises at a meeting which directly relates to your financial interest or wellbeing (and is not a Disclosable Pecuniary Interest set out in Table 1) or a financial interest or wellbeing of a relative or close associate, you must disclose the interest.

- a) You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise, you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.  
If it is a 'sensitive interest', you do not have to disclose the nature of the interest. You are able to make a brief statement prior to leaving the meeting to describe the context of your decision.

B8 Where a matter arises at a meeting which affects

- a) your own financial interest or wellbeing; or  
b) a financial interest or well-being of a relative or close associate; or  
c) a financial interest or wellbeing of a body included under Other Registrable Interests as set out in Table 2

you must disclose the interest. In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied

B9 Where a matter (referred to in B8 above) affects the financial interest or wellbeing:

- a) to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;  
b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise, you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

You are able to make a brief statement prior to leaving the meeting to describe the context of your decision.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

B10 Where you are the Chair of any committee and have another Registrable Interest or Non-Registrable Interest on a matter to be considered by you or you are being consulted upon for an officer decision, you must notify the Parish Clerk of the interest and must not take any steps or further steps in the matter apart from arranging for the Deputy Chair or someone else to deal with it.

**TABLE 1: DISCLOSABLE PECUNIARY INTERESTS**

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the Relevant authorities (Disclosable Pecuniary Interests) Regulations 2012.

Section	Explanation
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	<p>Any payment or provision of any other financial benefit (other than from the council) made to the Councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a Councillor, or towards his/her election expenses.</p> <p>This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.</p>
Contracts	<p>Any contract made between the Councillor or his/her spouse or civil partner or the person with whom the Councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council -</p> <p>a) under which goods or services are to be provided or works are to be executed; and</p> <p>b) which has not been fully discharged.</p>
Land and Property	<p>Any beneficial interest in land which is within the area of the council.</p> <p>'Land' excludes an easement, servitude, interest or right in or over land which does not give the Councillor or his/her spouse or civil partner or the person with whom the Councillor is living as if they were spouses/ civil partners (alone or jointly with another) a right to occupy or to receive income.</p>
Licenses	Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer.
Corporate tenancies	<p>Any tenancy where (to the Member's knowledge)—</p> <p>a) the landlord is the council; and</p> <p>b) the tenant is a body that the Councillor, or his/her spouse or civil partner or the person with whom the Councillor is living as if they were spouses/ civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.</p>
Securities	<p>Any beneficial interest in securities* of a body where—</p> <p>a) that body (to the Councillor's knowledge) has a place of business or land in the area of the council; and</p>

b) either—

- the total nominal value of the securities\* exceeds £25,000 or one hundredth of the total issued share capital of that body; or
- if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the Councillor, or his/ her spouse or civil partner or the person with whom the Councillor is living as if they were spouses/civil partners have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

- ‘director’ includes a member of the committee of management of an industrial and provident society.
- ‘securities’ means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

## **TABLE 2            OTHER REGISTRABLE INTERESTS**

You must register as an Other Registerable Interest:

- a) any unpaid directorships
- b) any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority
- c) any body
  - i) exercising functions of a public nature
  - ii) directed to charitable purposes or
  - iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management

# REPORT TO GAWSWORTH PARISH COUNCIL ITEMS RAISED AT ANNUAL PARISH MEETING



**Report Reference** GPC 2601  
**Meeting Date** 12<sup>th</sup> May 2026  
**Agenda Item** 14  
**Prepared by** Clerk

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## 1.0 OVERVIEW

The Parish Meeting took place on 22<sup>nd</sup> April. There were nine residents in attendance (of which three were councillors) as well as the Chair<sup>1</sup> and Clerk.

Cllr Hardy provided an update on the parish council's work with respect to Peak Cluster and reported on the launch of the community.

During the open forum section of the meeting the following points were raised:

- Cheshire is one of the least tree covered areas in the UK, lots of old hedgerows have lost trees in the past and it would be good to see more planted.
- Concerns were raised about the water quality at the Ben Brook
- Could the parish council organise litter picks?
- Could residents be encouraged to take responsibility for litter picking stretches of roads?
- Concerns raised by the Danes Moss Trust on the impact on the SSSI of the agricultural operations on Woodhouse End Road.
- Could the Parish Meeting be more exciting to encourage more people to attend
- Could action be taken by the parish council to get drains unblocked if CEC is not doing it

## 2.0 DECISIONS REQUIRED

Council should consider what action to take on the matters raised at the meeting.

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<sup>1</sup> The Deputy Chair presided over the majority of the meeting.

# REPORT TO GAWSWORTH PARISH COUNCIL STRATEGIC PLAN PRIORITIES 2025-26



<b>Report Reference</b>	GPC 26-02
<b>Meeting Date</b>	12 <sup>th</sup> May 2026
<b>Agenda Item</b>	15
<b>Prepared by</b>	Clerk

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## 1.0 INTRODUCTION

The council's 2023-27 strategic plan was adopted in May 2023. It sets the following strategic aims:

- GPC1 To enhance the natural environment, built heritage and open spaces within the parish.
- GPC2 To deliver a healthy, strong and resilient community
- GPC3 To play an active role in the planning system and protect the rural identity of Gawsworth
- GPC4 To enhance accessibility and active travel across and outside the parish
- GPC5 To improve the standards of maintenance across the parish
- GPC6 To maximise the use of IT and promote skill sharing the community

Under these aims are a series of objectives:

- 1.1 Complete a review of the Gawsworth Conservation Area
- 1.2 Develop a Green Gawsworth Strategy
- 1.3 Develop a business case to create a new public open space on the former depot at Maggoty Lane
- 1.4 Continue to deliver on its park and woodland management plans
- 2.1 Support a healthy community
- 2.2 Develop stronger links between the parish council and community organisations
- 2.3 Ensure that community groups have the support they need to be successful
- 2.4 Support the development of organisations/networks to fill gaps
- 2.5 Develop a communications strategy
- 2.6 Develop a Community Resilience Plan
- 2.7 Ensure a strong and skilled Parish Council
- 3.1 Uphold the policies of the Gawsworth Neighbourhood Plan
- 3.2 Seek to influence local planning policy where appropriate
- 3.3 Undertake a review of the Gawsworth Neighbourhood Plan
- 3.4 Working to ensure access for Gawsworth residents to any affordable housing developed in the parish
- 4.1 Undertake a survey of the PROW network to identify improvements
- 4.2 Explore the creation of permissive path routes to enhance the PROW network
- 4.3 Explore the submission of DMMO applications to register new PROW
- 4.4 Undertake an accessibility audit across the parish

- 4.5 Identify and lobby for improvements to promote cycling to/from Macclesfield and Congleton
- 5.1 Ensure bus shelters and crossing points (etc) are well maintained
- 5.2 Create a definitive list of the maintenance that needs to be undertaken across the parish
- 5.3 Investigate employment/contracting of a parish ranger to deliver a parish maintenance plan
- 5.4 Review the provision of litterbins
- 6.1 Explore ways to take advantage of existing data
- 6.2 Actively seek local community-based partners when delivering projects
- 6.3 Develop a community skill directory

## 2.0 PREVIOUSLY COMPLETED ACTIONS

- Updating the Park Management Plan and agreeing works to improve the play area
- Completing the review of the Conservation Area
- Commence the survey of public rights of way
- Created a Parish Ranger role
- Reviewed the need for additional litterbins
- Submit proposals for additional buildings on CEC Local List of heritage assets
- Consult on an improvement scheme for the play area upgrade
- Submit response to CEC Local Plan issues consultation

## 3.0 REVIEW OF 2025/26 ACTIONS

The following actions were agreed in May 2025:

OREF	Action	Comment/Status
1.2	Deliver three projects under the Green Gawsorth Strategy	Outstanding
1.3	Develop the business case for acquiring the land at Maggoty Lane for a new open space	Park and Woodland WG undertook site visit, survey is seeking input on options.
1.4	Deliver identified actions under the Park and Woodland management plan	A number of actions were agreed in February and in progress.
2.3	Undertake community survey on a range of topics	In progress.
2.5	Develop a communications strategy	Outstanding
2.7	Develop six areas of councillor knowledge over the year	Survey of councillors launched in May.
4.1	Develop PROW improvement plan	Surveys complete and awaiting collation.
4.1	Identify desirable permissive path	Outstanding

	routes	
4.3	Explore the submission of DMMO applications to register new PROW	Outstanding
4.4	Undertake an accessibility audit of the parish	Outstanding
5.1	Undertake a survey of bus shelters and crossing points to identify areas for improvement	Survey of bus shelters completed in April. Crossing point survey outstanding.

#### 4.0 2026/27 ACTION PLAN

The table below includes a number of suggested actions to further the objectives of the plan over the next 12 months.

OREF	Action	Target Date
1.2	Deliver three projects under the Green Gawsworth Strategy: <ul style="list-style-type: none"> <li>Explore a soft plastics recycling point in the village</li> <li>Purchase an IR camera to enable households to inspect their insulation/heat loss</li> <li>Provide water butts on the village hall/scout hall for use at the community garden</li> </ul>	31/08/2026 30/09/2026 31/07/2026
1.3	Develop the business case for acquiring the land at Maggoty Lane for a new open space	31/08/2026
1.4	Deliver identified actions under the park management plan: <ul style="list-style-type: none"> <li>Relocate picnic benches to play area</li> <li>Develop options for a shelter</li> <li>Improve basketball area</li> <li>Develop planting in orchard area</li> </ul>	30/06/2026 31/03/2027 31/12/2026 31/03/2027
1.4	Deliver the following actions from the woodland management plan: <ul style="list-style-type: none"> <li>Clean and repaint the iron finger post</li> <li>Create a bug hotel</li> <li>Plant additional woodland flowering bulbs</li> </ul>	30/06/2026 31/10/2026 31/10/2026
2.5	Develop a communications strategy	30/09/2026
2.7	Develop six areas of councillor knowledge over the year	31/05/2026
4.1	Develop PROW improvement plan	30/06/2026
4.1	Identify desirable permissive path routes	31/07/2026
4.3	Explore the submission of DMMO applications to register new PROW	31/08/2026
4.4	Undertake an accessibility audit of the parish	31/12/2026
5.1	Undertake a survey crossing points to identify areas for improvement	31/07/2026

## **5.0 DECISIONS REQUIRED**

The council should agree an action plan for 2026/27

## Detailed Receipts &amp; Payments by Budget Heading 07/05/2026

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>Full Council</b>						
<b>101 Administration</b>						
1001 Ground Rent	0	2	2			0.0%
1870 Interest Received	0	2,000	2,000			0.0%
1900 Precept	22,389	44,777	22,389			50.0%
Administration :- Receipts	<b>22,389</b>	<b>46,779</b>	<b>24,391</b>			<b>47.9%</b>
4031 Subscriptions	580	635	55		55	91.4%
4100 Postages	0	180	180		180	0.0%
4101 Stationery	0	100	100		100	0.0%
4102 Room Hire	0	50	50		50	0.0%
4103 Insurance	801	750	(51)		(51)	106.9%
4104 Audit Fee	372	990	618		618	37.6%
4106 Computer Software/Hardware	210	210	0		0	100.0%
4107 Grants & Donations	0	600	600		600	0.0%
4109 Payroll Services	83	215	132		132	38.8%
4115 Print	0	100	100		100	0.0%
4120 Banking Charges	7	120	113		113	5.8%
4999 Miscellaneous Costs/Purchases	0	150	150		150	0.0%
Administration :- Indirect Payments	<b>2,054</b>	<b>4,100</b>	<b>2,046</b>	<b>0</b>	<b>2,046</b>	<b>50.1%</b>
<b>Net Receipts over Payments</b>	<b>20,334</b>	<b>42,679</b>	<b>22,345</b>			
<b>102 Employee Costs</b>						
4000 Salaries	1,137	6,700	5,563		5,563	17.0%
4001 Home Working Allowance	0	312	312		312	0.0%
4005 PAYE/NI	0	5,670	5,670		5,670	0.0%
4010 Employee Mileage	65	500	435		435	13.1%
4020 Employee Training	0	500	500		500	0.0%
Employee Costs :- Indirect Payments	<b>1,202</b>	<b>13,682</b>	<b>12,480</b>	<b>0</b>	<b>12,480</b>	<b>8.8%</b>
<b>Net Payments</b>	<b>(1,202)</b>	<b>(13,682)</b>	<b>(12,480)</b>			
<b>103 Members Costs</b>						
4011 Member Mileage	0	50	50		50	0.0%
4021 Member Training	0	150	150		150	0.0%
Members Costs :- Indirect Payments	<b>0</b>	<b>200</b>	<b>200</b>	<b>0</b>	<b>200</b>	<b>0.0%</b>
<b>Net Payments</b>	<b>0</b>	<b>(200)</b>	<b>(200)</b>			

## Detailed Receipts &amp; Payments by Budget Heading 07/05/2026

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>105</u> <u>Communications</u>						
1025 Donations Received	0	300	300			0.0%
1050 Advertising Income	0	200	200			0.0%
Communications :- Receipts	<b>0</b>	<b>500</b>	<b>500</b>			<b>0.0%</b>
4100 Postages	182	180	(2)		(2)	101.1%
4110 Website Costs	0	220	220		220	0.0%
4115 Print	352	350	(2)		(2)	100.6%
4116 Gawsworth Gazette	100	600	500		500	16.7%
Communications :- Indirect Payments	<b>634</b>	<b>1,350</b>	<b>716</b>	<b>0</b>	<b>716</b>	<b>47.0%</b>
<b>Net Receipts over Payments</b>	<b>(634)</b>	<b>(850)</b>	<b>(216)</b>			
<u>110</u> <u>Parks &amp; Woodland</u>						
4180 External Contractors	88	2,500	2,413		2,413	3.5%
4200 Park Maintenance	2,880	12,700	9,820		9,820	22.7%
4205 Woodland Maintenance	451	1,085	634		634	41.6%
4207 Park Improvements	152	6,600	6,448		6,448	2.3%
4208 Woodland Improvements	473	1,325	852		852	35.7%
4215 Tree Works	0	1,500	1,500		1,500	0.0%
4999 Miscellaneous Costs/Purchases	0	150	150		150	0.0%
Parks & Woodland :- Indirect Payments	<b>4,044</b>	<b>25,860</b>	<b>21,816</b>	<b>0</b>	<b>21,816</b>	<b>15.6%</b>
<b>Net Payments</b>	<b>(4,044)</b>	<b>(25,860)</b>	<b>(21,816)</b>			
<u>120</u> <u>Operational Costs</u>						
4206 Parish Maintenance	536	3,535	2,999		2,999	15.2%
4210 Ranger Works	891	3,900	3,009		3,009	22.8%
4250 Parish Improvements	0	2,000	2,000		2,000	0.0%
4305 Streetlighting	27	300	273		273	8.8%
4310 Christmas Lights	0	1,500	1,500		1,500	0.0%
4999 Miscellaneous Costs/Purchases	0	200	200		200	0.0%
Operational Costs :- Indirect Payments	<b>1,453</b>	<b>11,435</b>	<b>9,982</b>	<b>0</b>	<b>9,982</b>	<b>12.7%</b>
<b>Net Payments</b>	<b>(1,453)</b>	<b>(11,435)</b>	<b>(9,982)</b>			
<u>999</u> <u>VAT Data</u>						
115 VAT Refunds	586	0	(586)			0.0%
VAT Data :- Receipts	<b>586</b>	<b>0</b>	<b>(586)</b>			
515 VAT on Payments	789	0	(789)		(789)	0.0%
VAT Data :- Indirect Payments	<b>789</b>	<b>0</b>	<b>(789)</b>	<b>0</b>	<b>(789)</b>	
<b>Net Receipts over Payments</b>	<b>(203)</b>	<b>0</b>	<b>203</b>			

## Detailed Receipts &amp; Payments by Budget Heading 07/05/2026

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Full Council :- Receipts	22,975	47,279	24,304			48.6%
Payments	10,177	56,627	46,450	0	46,450	18.0%
<b>Movement to/(from) Gen Reserve</b>	<u>12,798</u>	<u>(9,348)</u>	<u>(22,146)</u>			
Grand Totals:- Receipts	22,975	47,279	24,304			48.6%
Payments	10,177	56,627	46,450	0	46,450	18.0%
<b>Net Receipts over Payments</b>	<u>12,798</u>	<u>(9,348)</u>	<u>(22,146)</u>			
<b>Movement to/(from) Gen Reserve</b>	<u>12,798</u>	<u>(9,348)</u>	<u>(22,146)</u>			

## 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  
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## COMMUNITY INFRASTRUCTURE LEVY MONITORING REPORT 2025/26

This report is published pursuant to Regulation 62A of the Community Infrastructure Levy Regulations 2010 (as amended<sup>1</sup>) and covers the financial year which commenced on 1<sup>st</sup> April 2023.

### CIL RECEIPTS

Development Reference	CIL Received
-	nil
<b>TOTAL CIL RECEIVED DURING FINANCIAL YEAR</b>	<b>nil</b>

### CIL EXPENDITURE

Project	CIL Expended
Play Area Upgrade	20,000
<b>TOTAL CIL EXPENDED DURING FINANCIAL YEAR</b>	<b>20,000</b>

### CIL RESERVE BALANCE

The council holds the balances of CIL in an earmarked reserve.

Explanatory	Amount
CIL receipts from previous years (opening balance)	204,364.10
CIL expenditure in current year from previous year funds	20,000
CIL repaid to Cheshire East Council due to CEC error	184,364.10
CIL retained from previous years	nil
CIL receipts for current year balance	nil
CIL expenditure in current year from current year funds	nil
CIL retained for current year	nil
<b>CIL RESERVE BALANCE AT YEAR END</b>	<b>nil</b>

<sup>1</sup> Community Infrastructure Levy (Amendment) Regulations 2013

## **INTERNAL AUDIT REPORT GAWSWORTH PARISH COUNCIL 2025/26**

The internal audit of Gawsworth Parish Council was carried out by undertaking the following tests as specified in the AGAR Annual Return for Local Councils in England:

- Checking that books of account have been properly kept throughout the year
- Checking a sample of payments to ensure that the Council's financial regulations have been met, payments are supported by invoices, expenditure is approved, and VAT is correctly accounted for
- Reviewing the Council's risk assessment and ensuring that adequate arrangements are in place to manage all identified risks
- Verifying that the annual precept request is the result of a proper budgetary process; that budget progress has been regularly monitored and that the council's reserves are appropriate
- Checking income records to ensure that the correct price has been charged, income has been received, recorded and promptly banked and VAT is correctly accounted for
- Reviewing petty cash records to ensure payments are supported by receipts, expenditure is approved and VAT is correctly accounted for
- Checking that salaries to employees have been paid in accordance with Council approvals and that PAYE and NI requirements have been properly applied
- Checking the accuracy of the asset and investments registers
- Testing the accuracy and timeliness of periodic and year-end bank account reconciliation(s)
- Review of year-end financial statements
- The authority has complied with the publication requirements for the prior year AGAR.
- The authority correctly provided for a period for the exercise of public rights for the prior year AGAR
- The authority published required information on a website up to date at the time of the internal audit in accordance with relevant legislation.
- The council has met responsibilities as a sole trustee
- Review of Assertion 10 (Annual Governance Statement) requirements.

### **Conclusion**

On the basis of the internal audit work carried out, which was limited to the tests indicated above, in our view the council's system of internal controls is in place, adequate for the purpose intended and effective, subject to any recommendations reported in the action plan overleaf. As part of the internal audit work for the next financial year we will follow up all recommendations included in the action plan.

**JDH Business Services Limited**

**INTERNAL AUDIT REPORT  
GAWSWORTH PARISH COUNCIL 2025/26**

**ACTION PLAN**

	ISSUE	RECOMMENDATION	FOLLOW UP
<b>2025/26 internal audit</b>			
No issues arising – a robust set of accounting records have been maintained with a comprehensive audit trail to supporting information and all internal control objectives have been met. In addition, the council has provided comprehensive evidence for the aspects of Assertion 10 compliance reviewed by internal audit.			

# Annual Internal Audit Report 2025/26

ENTER NAME OF AUTHORITY  
Gowsworth Parish Council

ENTER WEBSITE/WEBPAGE ADDRESS  
gowsworthlife.co.uk

During the financial year ended 31 March 2026, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2025/26 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Cash payments were properly supported by receipts, all cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2024/25, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2024/25 AGAR tick "not covered")	N/A		✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2025/26 AGAR period, were public rights in relation to the 2024-25 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2024/25 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. The authority has complied with laws, regulations & proper practices relating to digital and data compliance.	✓		*See 1 below
<b>P. (For local councils only)</b> Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
	✓		

N/A no petty cash system

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).  
Date(s) internal audit undertaken: 12/04/2026  
Name of person who carried out the internal audit: JDH BUSINESS SERVICES LTD

DD/MM/YYYY 12/04/2026 DD/MM/YYYY

JDH BUSINESS SERVICES LTD DITOR

Signature of person who carried out the internal audit



Date

14/04/2026

\*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

\*\*Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

## Section 1 – Annual Governance Statement 2025/26

We acknowledge as the members of:

ENTER NAME OF AUTHORITY

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2026, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.			<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.			<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.			<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.			<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.			<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.			<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.			<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.			<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A <i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>
10. We have put in place arrangements for the effective IT and data management in accordance with proper practices during the year under review.			<i>has made suitable arrangements for its IT and data management and has complied with proper practices in doing so.</i>

**\*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.**

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

ENTER PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

## Section 2 – Accounting Statements 2025/26 for

ENTER NAME OF AUTHORITY

	Year ending		Notes and guidance
	31 March 2025 £	31 March 2026 £	
			<i>Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures <b>must</b> agree to underlying financial records.</i>
1. Balances brought forward			<i>Total balances and reserves at the beginning of the year as recorded in the financial records. Value <b>must</b> agree to Box 7 of previous year.</i>
2. (+) Precept or Rates and Levies			<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts			<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs			<i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i>
5. (-) Loan interest/capital repayments			<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments			<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward			<i>Total balances and reserves at the end of the year. <b>must</b> equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments			<i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – <b>To agree with bank reconciliation.</b></i>
9. Total fixed assets plus long term investments and assets			<i>The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.</i>
10. Total borrowings			<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>

For Local Councils Only	Yes	No	
11 Do the figures in the accounting statements above exclude any trust transactions?			<i>For guidance refer to the Practitioners' Guide sections 2.31 to 2.33.</i>

I certify that for the year ended 31 March 2026 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

**Signed by Responsible Financial Officer before being presented to the authority for approval.**

SIGNATURE REQUIRED

*Steph*

Date

DD/MM/YYYY

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YYYY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chair of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

# MAINTENANCE AND ENFORCEMENT LOG

## ***PENNINGTONS LANE AREA***

Issue	Location	Notes	Responsible	Reported/Update
Missing speed limit sign	Opp. 90 Congleton Road		CEC	February 2026

## ***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	"The tree on Woodhouse lane will eventually be removed when we have sufficient funding available."	CEC	Ref 4669610 April 2026
Road signs to be cleaned	Various	On Ranger Job List. Some have been completed.		
Deteriorating pavements	St James Avenue		Peaks and Plains	
Woodhouse Lane Sign	Lowes Lane Jct	Ranger to replace backing board	Ranger	August 2025
Faded stop signs	Woodhouse Lane	Junction with Church Lane.	CEC	August 2025 SR510001687
Gawsworth Sign	Church Lane	Awaiting second quote for repair.	Parish Council	April 2026
Tarmac deteriorating	Village Hall		Parish Council	January 2026
Grit Bin Required	Warren Close to Woodhouse Road	Request submitted to CEC	TBC	January 2026

## ***CHURCH END OF VILLAGE***

Issue	Location	Notes	Responsible	Reported/Update
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
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 Klargester	Off Church Lane, nr Little Manor	Owner of Little Manor has advised works are to be undertaken shortly.	Landowner	April 2026
Fingerpost requires repainting	opp. Harrington Arms	On Rangers list.	Ranger	August 2025
Broken Handrail	Steps to FP11	Reported to CEC Highways	CEC	September 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
Dead Tree	Adjacent to FP6	Reported to CEC, onwards reported to CEC assets.	CEC	May 25 EFRM130290
Road Surface Requires Attention	Lowes Lane		CEC	August 2025

#### **NANCY'S WOOD / GAWSWORTH PARK**

Issue	Location	Notes	Responsible	Reported/Update
Picnic table requires replacement	Nancy's Wood	Replacement agreed – awaiting delivery	Council	February 2026

#### **PLANNING / HIGHWAYS ENFORCEMENT**

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

# OUTSTANDING ACTIONS

MAY 2026

Action Ref	Creation Date	Source	Subject	Description	Responsible	Minute Ref	Priority	Status	Activity Log / Notes
2003	10/07/19	Decision	Interpretation Board	Clerk to liaise with supplier	Clerk / Cllr Woods		Medium	In Progress	Company advised the cost is now £1,750 (increase of £500) due to time. Does council still wish to proceed?
2011		Discussion	Parish Paths / Walk Leaflet	Development of reworked Parish Paths Booklet	Cllr Woods / Gawsworth Hub		Low	In Progress	Draft circulated to Comms WG
2406	15/10/24	Decision	Steps from Benbrook Way	Installation of handrail	Clerk	24/092	Medium		Ranger to install in next few months.
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.
2410	08/04/25	Decision	Councillor Skill/Knowledge development	Clerk to identify means of supporting development in identified areas	Clerk	24/177	Medium		Survey issued to members
2411	08/04/25	Decision	Danes Moss Sunken Lane	To be surveyed	Clerk	24/179	Low		
2501	13/05/25	Decision	Lych Gate Bin	Litter issues to be monitored	Council	25/011	Low		
2502	12/08/25	Discussion	Funders signs for park	Awaiting installation	Clerk		Medium	In Progress	Awaiting new clips
2509	11/11/25	Decision	Community Orchard Information Board	Sign being designed	Clerk		Medium	In Progress	Currently being designed
2510	13/01/26	Discussion	Ownership of fields to be investigated	Lowes Lane	Clerk	25/129	Medium	In Progress	

2511	10/02/26	Decision	Installation of new goals	Gawsworth Park	Clerk	25/143	Medium	In Progress	Awaiting updated quote for installation.
2512	10/02/26	Decision	Replacement Trees to be planted	Gawsworth Park	Clerk	25/143	Medium	In Progress	Can be delivered for planting now or deferred to winter.
2513	10/02/26	Decision	Installation of nest boxes	Nancy's Wood	Clerk	25/143	Medium	In Progress	Delivery after payment.