

SWETTENHAM PARISH COUNCIL

Minutes of the meeting of the Parish Council held at The Swettenham Club on 29th September 2025

Present:	Councillors Shaw, Sturrock, Andow, French, Keen, Millward and Kirk; Clerk & RFO, Mrs P Sturrock																																	
Item	Detail	Action																																
1	Apologies: There were none. Cllr Keen had not given apologies for his lateness at the last meeting as he thought it was too late to do so. The Clerk confirmed that she is happy to be contacted by phone call, email, text or WhatsApp even if the meeting has started so that Council can be made aware of the situation																																	
2	Declaration of interest. Cllr Andow declared an Interest in Item 6 b vi. as a Member of the St Peter’s Parochial Church Council and would abstain from the vote. He also declared an interest in item 8a as he has written a letter of support for the application.																																	
3	Minutes of the meeting of the Parish Council held on 4th August 2025 The minutes of the meeting of the Parish Council held on 4 th August were accepted. Proposed: Cllr Kirk Seconded: Cllr French Carried Unanimously																																	
4	Public Forum: Mrs Maria Hay was present																																	
5	Matters Arising: There were none																																	
6	Finance: a. Finance Report to September 2025 The RFO had produced a financial report for the period to 29 September 2025 showing balances of £379.79 in the current account, after approval of payments on the agenda, and £13170.35 in the reserve account. The second payment of the Precept of £3943 has been received. The website hosting fees are very close to last year and include £33.29 VAT which the Parish Council will be able to reclaim. The Clerk had received confirmation from the external auditors of the Parish Council’s exempt status and receipt of documents. The Clerk also reported that the LGA had concluded negotiations with the government for the pay scales for the year 2025/2026 and the Clerk’s hourly payrate had increased from £16.93 to £17.47 hence the payment of back pay from 1 st April. b. Payments <table><tr><td>i.</td><td>Payment of Clerk’s salary – Aug Sept 2025 (incl back pay from 1st April)</td><td>BACS</td><td>£792.00</td></tr><tr><td>ii.</td><td>HMRC PAYE -</td><td>BACS</td><td>£172.60</td></tr><tr><td>iii.</td><td>WaterPlus cemetery water charges 5/09/2025</td><td>DD</td><td>£7.16</td></tr><tr><td>iv.</td><td>Payment of Clerk’s Expenses from 01 April 2025 to date</td><td>BACS</td><td>£108.65</td></tr><tr><td>v.</td><td>Vision ICT Web hosting charges (incl VAT) -</td><td>BACS</td><td>£199.76</td></tr></table> First five payments Proposed: Cllr French Seconded: Cllr Kirk Carried Unanimously <table><tr><td>vi.</td><td>St Peter’s Church Churchyard Maintenance Grant -</td><td>BACS</td><td>£260.00</td></tr></table> Proposed: Cllr Shaw Seconded: Cllr Kirk 6 for; 0 against, 1 abstention. Carried <table><tr><td>vii.</td><td>Royal British Legion Poppy Wreath donation -</td><td></td><td>£100.00</td></tr><tr><td>viii.</td><td>Swettenham Club room hire -</td><td></td><td>£105.00</td></tr></table> Final two payments Proposed: Cllr Shaw Seconded: Cllr French Carried unanimously	i.	Payment of Clerk’s salary – Aug Sept 2025 (incl back pay from 1 st April)	BACS	£792.00	ii.	HMRC PAYE -	BACS	£172.60	iii.	WaterPlus cemetery water charges 5/09/2025	DD	£7.16	iv.	Payment of Clerk’s Expenses from 01 April 2025 to date	BACS	£108.65	v.	Vision ICT Web hosting charges (incl VAT) -	BACS	£199.76	vi.	St Peter’s Church Churchyard Maintenance Grant -	BACS	£260.00	vii.	Royal British Legion Poppy Wreath donation -		£100.00	viii.	Swettenham Club room hire -		£105.00	Clerk
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7	Village Social The event has been posted in the Parish magazine 2 months running – thanks to Hilary Andow for doing this. The Swettenham Arms are also promoting it and are giving a raffle prize of voucher for £30 off a meal. So far 21 tickets have been sold which includes 8 Councillors and family. A number of other residents have said they wish to come but have not as yet paid for tickets. Saul French has delivered flyers and reminder flyers to residents. There are a number of raffle prizes which have been promised. Discussion about the sale of raffle tickets and it was agreed to charge a £1 a ticket. The Clerk will source raffle tickets and Cllr Kirk will obtain a float.																																	

SignedJA Shaw Chairman

8	Neighbourhood Planning a. Planning Application 25/3389/FUL The White House Long Lane Kermincham for demolition of an existing dwelling and outbuilding and the construction of a replacement dwelling and detached garage in outline with the primary access point defined, associated infrastructure and ancillary facilities Following a discussion, the Parish Council had no comments to make on this application. Cllr Andow removed himself from the discussion b. Planning Application 25/3217/FUL Hall Hays Forty Acre Lane Kermincham for replacement of existing farm storage shed with new building Following a discussion, the Parish Council had no comments to make on this application.	
9	Cemetery and War Memorial The Clerk reported that Tom Cundiff has sprayed the weeds in the cemetery hedge and has also scarified the grass on the 27th Sept. He has suggested putting down some woodchip or the like, to put another heavier layer of mulch in the hedge row to keep the weeds down. Cllr Andow said he would be responsible for the mulching and fertilising. The Clerk also asked if the Council would like Tom to aerate, overseed and feed the lawn grass. It was agreed this should be carried out preferably within the next two weeks before the weather gets colder. The second new gate (furthest away from the village) has dropped and has been difficult to open and close. Derek Kirk has sorted it but it needs a gate heel to prevent this happening again. Cllr Shaw said he would arrange for this to be done. In addition the new hard wood gate posts appear to be splitting which may be the result of the dry weather. Cllr Shaw will look at them. Three or four of the graves have sunk slightly. The Clerk said she would contact the Diocesan solicitor to ask for advice on the legalities of lifting the turf and packing the top of the grave with soil from the soil pile (which is consecrated soil). The soil pile needs to be removed. Cllr Shaw will ask Mr Harper whether it is something he could do	Cllr Andow Clerk Cllr Shaw Clerk Cllr Shaw
10	Highways Maintenance & Footpaths/Bridlepaths The pothole outside Home Farm has been filled. In addition Cllr Shaw has cleared back the overgrowth of grass and soil from the carriageway and is waiting for Cheshire East to make good the part of the side of the road which has sunk	
11	Risk Assessment The Risk Assessment was reviewed and it was Resolved to approve Proposed: Cllr Shaw Seconded: Cllr Andow Carried Unanimously	
12	Correspondence. Correspondence, received since the date of the last meeting, appended to these minutes (but not displayed on the Notice Board), was noted by the Council.	
Date of next meeting. Resolved: to note the date of the next scheduled council meeting as Monday 17th November 2025 which will commence at 7: 30pm in the Swettenham Club		

SignedJA Shaw Chairman