

SWETTENHAM PARISH COUNCIL

Minutes of the meeting of the Parish Council held at The Swettenham Club on 17th November 2025

Present:	Councillors Shaw, Sturrock, Andow, French, Keen, and Millward; Clerk & RFO, Mrs P Sturrock																																					
Item	Detail	Action																																				
1	Apologies: Cllr Kirk																																					
2	Declaration of interest: None																																					
3	Minutes of the meeting of the Parish Council held on 29th September 2025 The minutes of the meeting of the Parish Council held on 29 September were accepted. . <div>Proposed: Cllr French Seconded: Cllr Sturrock Carried Unanimously</div>																																					
4	Public Forum: There were no questions from members of the public.																																					
5	Matters Arising: The Swettenham Club Floodlights which illuminate the bowling green are being switched on most evenings irrespective if bowling is taking place. The Floodlights are positioned high-up on poles creating excessive light pollution spanning the surrounding rural area which has been noticed by local residents. The high-level lighting requires reducing including the brightness when no bowling is taking place whilst being sympathetic to the local area.																																					
6	Finance: a. Finance Report to November 2025 The RFO had produced a financial report for the period to 17 November 2025 showing balances of £384.24 in the current account, after approval of payments on the agenda, and £9967.53 in the reserve account. The Clerk reported that the acknowledgment of receipt of the AGAR Part 2 form including the Certificate of Exemption by the auditors PKF Littlejohn was all the correspondence small councils would receive. Provided no questions had been raised by members of the public during the 6 week period the Council could proceed to adopt the Accounts. As no such questions had been received and the Clerk had received the acknowledgment of receipt from PKF Littlejohn it was RESOLVED to adopt the Accounts for 2024/2025 <div>Proposed: Cllr Shaw Seconded: Cllr Sturrock Carried Unanimously</div> b. Payments Discussion took place regarding the annual amount to be paid to Stuart Goostrey for cemetery maintenance and it was RESOLVED to increase the payment to £900 <table><tr><td>i.</td><td>Payment of Clerk's salary – October November</td><td>BACS</td><td>£747.04</td><td></td></tr><tr><td>ii.</td><td>HMRC PAYE -</td><td>BACS</td><td>£161.40</td><td></td></tr><tr><td>iii.</td><td>Mr S Goostrey Cemetery maintenance</td><td></td><td>£900.00</td><td></td></tr><tr><td>iv.</td><td>Swettenham Arms</td><td>BACS</td><td>£1350.00</td><td></td></tr><tr><td>v.</td><td>Harts interim payroll payment</td><td>BACS</td><td>£48.00</td><td></td></tr><tr><td>vi</td><td>WaterPlus cemetery water charges</td><td>DD</td><td>Sept</td><td>£12.18</td></tr><tr><td></td><td></td><td>DD</td><td>Oct</td><td>£6.93</td></tr></table> <div>Proposed: Cllr Seconded: Cllr Keen Carried Unanimously</div> c. Budget & Precept Application 2026/2027 The RFO had circulated calculations showing the expenditure during year 2025/2026 and a draft budget estimate for 2026/2027. After lengthy discussion, it was agreed to increase the precept request to £9107 in accordance with the budget. It was RESOLVED to adopt the draft budget for 2026/27 and to request the sum of £9107 from CEC for the precept for 2026/27. <div>Proposed: Cllr Millward Seconded: Cllr Andow Carried unanimously</div>	i.	Payment of Clerk's salary – October November	BACS	£747.04		ii.	HMRC PAYE -	BACS	£161.40		iii.	Mr S Goostrey Cemetery maintenance		£900.00		iv.	Swettenham Arms	BACS	£1350.00		v.	Harts interim payroll payment	BACS	£48.00		vi	WaterPlus cemetery water charges	DD	Sept	£12.18			DD	Oct	£6.93	Clerk	Clerk
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SignedJA Shaw Chairman

7	Village Social The evening had been a great success. The raffle had resulted in proceeds totalling £126 and it was agreed to donate this to the Storehouse Food Bank in Congleton	Clerk
8	Cemetery and War Memorial Cllr Shaw had visited the cemetery and inspected the new wooden gate posts. The wood has split through natural weathering, due to the prolonged warm summer weather and the splits will close within increased moisture over the cooler months. The gates have been adjusted and now open easily. In terms of filling in the sunken graves, the Clerk had corresponded with the Diocesan solicitor to ascertain the law and was advised that, as a matter of courtesy, the Parish Council should inform the relatives beforehand of the impending work but were otherwise able to continue. To undertake this work, a quotation will be requested from TK Cundiff Gardens and if acceptable, aim for completing in the spring whilst using a turf cutter and rolling back the turf, filling in and relaying the turf. This work is essential for health and safety reasons and will have no long-term visual impact. A sign requires putting up about 6 weeks before the work, advising visitors accordingly. The current soil pile is to be retained for the ground levelling of the sunken graves.	Clerk
9	Highways Maintenance & Footpaths/Bridlepaths a. No specific issues were reported	Clerk
10	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 19 th January 2026 which will commence at 7:30pm in the Swettenham Club	

SignedJA Shaw Chairman