

SWETTENHAM PARISH COUNCIL
Minutes of the meeting of the Parish Council held at Swettenham Club on
13th July 2026

Present:	Councillors Andow, French, Kirk, Millward, Shaw and Keen; Clerk & RFO, Mrs P Sturrock.													
Item	Detail	Action												
1	Apologies: Cllr Sturrock													
2	Declaration of interest: There were none													
3	Minutes of the Annual Meeting of the Parish and the Annual Meeting of the Council both held on 18 May 2026 The minutes of the annual meeting of the Parish held on 18 May were accepted. Proposed: Cllr Andow Seconded: Cllr French Carried Unanimously The minutes of the annual meeting of the Parish Council held on 18 May were accepted Proposed: Cllr Andow Seconded: Cllr French Carried Unanimously													
4	Public Forum: There were no questions from members of the public.													
5	Matters Arising: There were none.													
6	Finance: a. Finance Report to July 2026 The RFO had produced a financial report for the period to 13th July 2026. After taking in to account the payments on the Agenda the Current Account stands at £792.37 and the Reserve Account at £11532 b. Update on AGAR Part 2 2026 The clerk reported that the AGAR Part 2 incorporating the Internal Audit Report, the Annual Governance Statement and Annual Accounting Statements had been submitted to the external auditors with a Certificate of Exemption that no review was to be performed. The external auditors had confirmed receipt of the Certificate of Exemption. The period of exercise of public rights ran from 3rd June until 14th July. The Clerk advised that to no correspondence had been raised and she had not received any request for information from local electors. c. Review of Financial Regulations and Asset Maintenance The Clerk had circulated the Financial Regulations which had been approved in 2025 It was RESOLVED to approve the Financial Regulations without further amendment Proposed: Cllr Shaw Seconded: Cllr Kirk Carried unanimously The inspection of the assets of the Parish Council was reviewed. Cllr Shaw agreed to inspect the cemetery bench, cemetery gates and bench in the centre of the village. He will both report back to the Council thereafter. The Register of Assets needs amending by deleting the old laptop and adding the new cemetery gates. d. Payments <table><tr><td>i. Clerk & RFO - June to July 2026 – salary</td><td>£728.04</td></tr><tr><td>ii. HMRC PAYE June/July</td><td>£180.40</td></tr><tr><td>iii. ICO registration fee DD 21/05/2026</td><td>£47.00</td></tr><tr><td>iv. Waterplus DD 05/06/26</td><td>£7.38</td></tr><tr><td>v. Waterplus DD 06/07/26</td><td>£7.63</td></tr><tr><td>vi. Harts 3 months payroll</td><td>£48.00</td></tr></table> Payments approved unanimously Proposed: Cllr French Seconded: Cllr Andow Two authorised signatories initialled and signed a list of the online payments having inspected the bank statements.	i. Clerk & RFO - June to July 2026 – salary	£728.04	ii. HMRC PAYE June/July	£180.40	iii. ICO registration fee DD 21/05/2026	£47.00	iv. Waterplus DD 05/06/26	£7.38	v. Waterplus DD 06/07/26	£7.63	vi. Harts 3 months payroll	£48.00	Clerk Cllr Shaw Clerk
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Signed..... JA Shaw Chairman

13/07/26

7	Cemetery & War Memorial Cllr Andow has weeded the cemetery hedge and applied fertiliser. Cllr Shaw will ask his contractor who has a mini digger to visit the cemetery with a trailer and to remove the soil pile.	Cllr Shaw
8	Highways Maintenance & Footpaths/Bridlepaths The Objectives are the report on the state of Parish roads, the provision of a fingerpost and bench and a new Noticeboard. Cllrs Andow, Kirk and French have reported on Swettenham Road, Swettenham Lane (part), Congleton Road and Forty Acre Lane. Cllr French will review the stretch of Swettenham Lane down to Dragons Cave, Cllr Shaw will do the balance of Swettenham Lane to the Swettenham Club + Sandy Lane and Cllr Keen will do Messuage Lane. Once all reports are complete the Clerk will collate them and circulate to the Parish Council before submitting the Cheshire East Highways. Cllr Shaw will speak to Mr Maddock about the siting of a fingerpost on the triangle before making an application for permission from Cheshire East. Cllr Andow advised that Cheshire East had dealt with the installation of the bench near the triangle although it was purchased by the Parish Council as the bench was sited on Cheshire East Council land. The noticeboard could be sited near the bench subject to consent.	Cllr Shaw Cllr French Cllr Keen Clerk
9	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 28th September 2026 which will commence at 7:30pm.	

Signed..... JA Shaw Chairman