

**Minutes of the Parish Council Meeting  
held at the Methodist Church, Shropshire St, Audlem,  
on Thursday 10<sup>th</sup> July 2025 at 7.00pm**

**Present:**

**Councillors:**

Phillip Baker  
Charles Cavill  
Carl Dovey  
David Jones  
Ryan Jones  
Tim Brooksbank  
David Lambourne

**Absent:**

William Pearson  
Paul Smart

**In Attendance:**

Sarah Windridge (Clerk)  
4 members of the public

**25/42 Apologies for absence**

Apologies were received from Cllrs Pearson and Smart

**25/43 Declarations of Interest**

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

**25/44 Requests for Dispensation**

To receive requests for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.

**25/45 Co-Option**

It was **RESOLVED** to co-opt Mr Simon Cornwall onto the Council. Cllr Cornwall joined the Council and signed the Declaration of Acceptance.

**25/46 Public Session**

Cllr Dovey confirmed that despite the agenda item of Clerk recruitment, the Council will not be recruiting a new Clerk but will be reviewing the temporary contract.

**a) Public Session.**

It was **RESOLVED** to suspend Standing orders at 7:04pm

**The following comments and questions were raised:**

**1. Question**

Thank you all for the efforts of the Councillors and Clerk which are much appreciated.

It has been noted that the Council has been very busy tackling the balsam and ragwort in Turnpike Field. Has the Parish Council been in touch with Cheshire East for help or considered using herbicides.

Cllr Dovey confirmed that the Parish Council has not contact Cheshire East yet but the Parish Council is actually looking at the idea of using goats to clear the weed. The use of herbicides cannot be considered due to the proximity of the site to the river.

**2. Is there an update on the police investigation?**

Cllr Dovey confirmed that this will be discussed as agenda item 25/63.

3. Mr Tim Lawton, previous Vice Chair of the Parish Council and Chair of the Finance Committee asked about the accounting figures in the previous meeting minutes. Mr Lawton expressed his anxiety that the figures submitted may be tantamount to false accounting. The figures submitted in previous audits were correct and the following points should be noted:

In November 2022 the precept was increased by 130% and so the figure was £129,000 at this time.

As per the minutes in March 2023, Cheshire East approved the increase in precept.

Mr Laton conceded that the information is difficult to confirm as the Lloyds bank account had been closed down at the time and there was no access to a new Natwest account.

Mr Lawton confirmed that when the second part of precept was received the Parish Council had to pay ChALC back due to previous loans. Mr Lawton suggested that the Parish Council liaise with ChALC to confirm payments received.

Cllr Dovey thanked Mr Lawton for the information and acknowledged the letter sent to the Clerk.

Cllr Brooksbank stated that the Parish Council was not aware of this information when accounts were done and confirmed that the Finance Committee will need to check this information further. Cllr Brooksbank agreed to meet with Mr Lawton.

Cllr R Jones stated that there is some disparity between what was recorded in the minutes and the accounts and also confirmed that when previous councillors left they deleted all their emails so there is some difficulty when tracing the facts and figures.

Cllr Lambourne suggested that the Finance Committee will meet with Mr Lawton to confirm the correct figures.

Cllr Dovey thanked Mr Lawton for raising the issue and stated that the Parish Council are very keen to ensure that the accounts are correct.

(One member of the public left the meeting)

#### b) Cheshire East Ward Councillor

No updates were received from Cheshire East Councillor, Councillor Rachael Bailey.

#### 25/47 Confirmation of Previous Minutes

A slight amendment was made to the minutes regarding the attendance of Cllr Lambourne at the Canals Trust meeting. Members **RESOLVED** to approve the amended Minutes of the Full Parish Council meeting held on Thursday 12<sup>th</sup> June 2025.

Cllr Dovey confirmed that following recent information received regarding previous precept figures, the Parish Council will be reviewing figures stated in the minutes. The end of year figures on the AGAR were produced based on information available at the time and once new information is received the accounts will be re done.

#### 25/48 Planning Applications

a) To consider responding to the following planning application(s):

##### **RE: 25/2383/HOUS Householder**

Site address: Bath Farm Bath Lane, Audlem, Crewe, Cheshire East, CW3 0BN

Development Proposal: Erection of two storey side extension, installation of rooflights, alterations to windows on front elevation and alterations to landscaping.

A previous application for lawful use / development at this property was submitted under reference **25/1670/CLPUD**

It was **RESOLVED** to **SUPPORT** the planning application.

b) To review the status of planning applications. No updates have been received.

#### 25/49 Clerk Report

The Clerk read out the report which is attached to the minutes as Appendix A.

#### **25/50 Police Report**

Cllr Dovey read out the police report which is attached to the minutes as Appendix B

#### **25/51 Community Engagement online**

Members will be requested to review and / or approve the set-up of a new website and a Facebook page.  
It was **RESOLVED** to set up a new website and a Facebook page

#### **25/52 Data Breach Requirements**

Members will be requested to appoint Councillors to the Data Breach Team.  
If there is a data breach, the Clerk, Chair and Vice Chair need to take responsibility for this. However, it is good practice to have a data breach team containing other Councillors, especially as the Council is large and a lot of information is being processed.  
It was **RESOLVED** to appoint Councillors Brooksbank, Lambourne and R Jones to the data breach team.  
The Data Breach Policy will be updated accordingly.

#### **25/53 Bank Reconciliation**

The bank reconciliation as of 30<sup>th</sup> June 2025 was circulated to Councillors prior to the meeting as well as copies of the corresponding bank statement. Hard copies of invoices and receipts were inspected at the meeting by Cllrs Brooksbank and Baker.

Members will be asked to note that as of the 30<sup>th</sup> June 2025 that the bank account balance stood at £80,271.97.

Members **RESOLVED** that the bank reconciliations for June 2025 be confirmed and that the Chair be instructed to sign.  
The bank reconciliation is attached as appendix C.

#### **25/54 Budget**

Members will be asked to review the Annual budget of the Parish Council.  
The budget is attached as appendix D

#### **25/55 Bank Mandate**

Members will be asked to approve the removal of Lee Jakeman and add another Councillor to the bank mandate.  
It was **RESOLVED** to add Cllr Brooksbank to the bank mandate.

#### **25/56 Drone Photography**

Members will be requested to consider a quotation for drone photography to aid the creation of a map of Turnpike Field.  
Cllr R Jones explained the need for a comprehensive map of the Turnpike field for the following reasons:

1. To apply for funding
2. To provide to the Environmental agency
3. To get closer imagery of old trees – list all oak trees under TPO
4. To map possible areas for a wildlife meadow which could be funded.

It was **RESOLVED** to instruct a drone photographer to take 40 photographs of Turnpike Field at a cost of £120.

#### **25/57 Council Insurance**

Members **RESOLVED** to accept a quote from Clear Council Insurance, which will now be underwritten by Ecclesiastical Insurance Office plc, part of the Benefact Group. The Parish Council is 'locked in' until 2026 but the Clerk has added a Hirer's liability which has now been added to the premium, and a loyalty discount has been applied. The new quote is £4,623.79.

#### **25/58 Parish Council website**

Members will be requested to consider quotations for new websites for 2025-26  
The Clerk circulated a report.  
It was **RESOLVED** to use Hugo Fox to set up a new Parish Council website and new gov.uk emails.

#### **25/59 Membership with Cheshire Community Action**

Members **RESOLVED** to renew membership to Cheshire Community Action for 25-26 at a cost of £50.

#### **25/60 Village Hall Car Park Security Cameras**

Cllr Baker advised members of the current CCTV situation in the car park, along with associated costs of reinstating and maintaining the village hall car park.

Members agreed that Cllr Baker should liaise with external agencies regarding this, including the Doctor's surgery and Cheshire East, and report to Councillors at a subsequent meeting.

### **25/61 Payments for Approval**

a) Members **RESOLVED** to approve a list of payments totaling £12,473.13

The list of payments is attached as Appendix E

It was **RESOLVED** to approve Induction training for the new Councillor Simon Cornwall £25 as well as the following training for Cllr Baker:

Attracting a younger talent to parish £35

Beyond the precept £35

Mastering Assets £35

### **25/62 Correspondence**

1. Letter from Historic Narrow Boat Club asking for Turnpike Field Car Park use during the Transport Festival.

The booking will be accepted as part of the use of the car park during the Transport Festival. The Clerk is to check that no camping will take place and only vehicles will be parked in the car park. Councillors will ensure that the signs are put up.

2. Email from Mark Buttle regarding an update on the cutting back of trees in the conservation area.

Cllrs Dovey and Baker are going to have a look tomorrow and ask the maintenance contractor and tree surgeon to complete the work.

3. Letter from Tim Lawton regarding the precept.

### **25/63 Parish Matters**

a) Police Investigation update

The Parish Council has received a statement from the police regarding the investigation:

'The current status of the investigation is that the CPS advice file is still being completed. Due to new incidents being dealt with by our department, DC Jackson has been unable to complete the file yet. This investigation is his priority investigation but when live incidents come in we still have to utilise DC Jackson'.

The Clerk spoke to DC Jackson this week who confirmed that he is almost ready to hand over to the CPS. The CPS will then have 28 days to respond, although in fraud cases this can take longer.

Cllr R Jones questioned how the Parish Council will store the data that is received from the police and it was agreed that a hard drive should be received which is encrypted, password protected and stored in a fire safe.

b) Financial Matters update

The Clerk has submitted the audit and all supporting documentation is on the website. The previous Locum Clerk was of the opinion that the Parish Council should wait to see what the auditors say (probably September time) before engaging accountants. This is because the audit will confirm areas that need looking at. Also, it will give us time to get the bank statements from the police which the accountants will need.

Once the Clerk has the bank statements she can start the process of contacting Santander, as well as looking into Fidelity insurance to claim the money back.

## 25/64 Turnpike Field Management Plan

Cllr R Jones shared the Turnpike Field management plan with Councillors and confirmed this is based on extensive research and liaison with external agencies and also includes historic information from the Turnpike Field Working Group. The Management plan will be placed on the Parish Council website.

The plan also includes information regarding the bike track, Cllr Jones has met with Cheshire East Framework and residents and has obtained quotes.

Cllr Dovey has spoken to Christine Middleton at AWEG who is very keen to help the Parish Council regarding the work in Turnpike Field. Cllrs R Jones and Dovey will be liaising with residents, previous members of the Turnpike Field Working Group, and external agencies in order to make improvements to the field.

The Parish Council would like to extend its thanks to all volunteers who helped to clear the ragwort. A news article will be placed on the website.

## 25/65 Reports from Parish Councillors

### Finance Committee Report

The Clerk has circulated the minutes of the Finance Committee meeting and these will be uploaded to the website.

### Personnel Committee report

The Clerk has circulated the minutes of the Personnel Committee meeting and these will be uploaded to the website.

### Report from Cllr Dovey

1. Litter picking and general tidying up of the village was the responsibility of the Parish Council and ADAS took it on to cover the change in Councillors and also to retain a standard for Britain in Bloom. ADAS are looking to the Parish Council to take some of this back as their volunteer numbers can't cope and are reducing. Judging for Britain In Bloom takes place on Wednesday 2nd July and the Judges will want a meeting with the Parish Council to be shown Turnpike Field and the plans for the future. They will also look at the Conservation Area, School Projects, Community Involvement etc. The Parish Council will ensure that the Conservation pathways are mowed before this date.
2. Regarding usage of the Buttermarket, the Clerk will write to user to confirm the terms and conditions of usage.
3. ADAS are refurbishing a sign opposite the Shroppie Fly pub. "Welcome to Audlem" which went missing and was found again. ADAS took on themselves to refurbish this as part of Britain in Bloom, at a cost of circa £650. ADAS have not asked for a contribution, but the sign should be on the Asset List.

### Report from Cllr Cavil

A 'Spring Clean' was done by volunteers and Cllr Cavil will be returning the litter picking accessories to Cheshire East.

Cllr D Jones and Cllr Cavil met with the local PCSO and shared the Parish Council policing priorities. There is interest in re-starting the Speed Watch Group led by former Councillor McClaren Jones. Cllr D Jones has volunteered to lead the Speed Watch group and will attend training.

Cllr Cavil wanted to note that after Party in the Park, several Councillors volunteered to tidy up the village. And weed clearing has been taking place.

The Clerk is to advertise more weed pulling in evenings, and Tuesday 15<sup>th</sup> Wednesday 16<sup>th</sup> and Thursday 17<sup>th</sup> July were suggested as dates. These will be advertised to the public.

## 25/66 To confirm new and amended policies

It was **RESOLVED** to adopt the following policies:

Financial Risk Register

Grants Policy  
Reserves Policy  
Internet Banking Policy  
Procurement Policy

**The policies will be placed on the website.**

**25/67 Exclusion of the Press and Public**

It is considered in terms of Schedule 12A, Local Government Act 1972, that the following item(s) will be likely to disclose exempt information relating to the contractual and legal matters and it is therefore **RECOMMENDED** that the Council **RESOLVES that : pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded.**

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**25/68 Clerk Recruitment**

It was RESOLVED that subject to confirmation of any legal considerations regarding the recruitment process, the Clerk will be issued a permanent contract at 20 hours per week.

## **Appendix A**

### **Clerk Report July 2025**

1. The clerk has emailed the Weaver Gowry River Catchment Partnership regarding flood management measures at Audlem Canal and will arrange a meeting.
2. The Clerk was contacted by a resident regarding overgrown hedges on Woore Road. This has been reported to Cheshire East, and a Hedge and Tree Notice has been issued to a third party.
3. The Clerk has received the minutes from the Planning Committee meeting on 19<sup>th</sup> June regarding footpath FP19 in Audlem. The footpath will not be deleted, as per the recommendations of Cheshire East planning which the Parish Council supported.
4. A member of the public has offered to fix the bench at the Buttermarket. Steel needs to be ordered as the legs need replacing.

## **Appendix B**

### **Police Report July 2025**

Just a quick update of notable incidents over the past month in the Audlem Parish.

We are still having issues with a number of youths around the village causing minor ASB. We have been able to identify the male who caused damage to the matting at the top of the stairs of the gym. It has been resolved with a Community Resolution (CR) he will help to fix the matting and pay the cost.

Party on the Park was a success with a good police presence, only one incident of note when we noticed two males entering the same porta loo. We suspect they were snorting cocaine; both were searched with a negative result. One male was becoming violent towards the police and was taken away from the area and left in Shavington.

The male on the canal is still causing a few problems intimidating some walkers with his strange behaviour. We visited the area where we knew his tent was, although a tent was still there, it was obvious it had been abandoned. He is still somewhere in the area, but we don't know where. We will keep looking, but any information from members of the public would be helpful.

Suspicious activity was reported on Daisy Bank Crescent during the early hours of July 6th. A male was dropped off in a vehicle and then he was trying to gain access to a parked vehicle on the Crescent. He was disturbed and went away heading towards Cheshire Street, we are unsure if he was looking to steal the vehicle or take items from inside.

A shoplifter has taken a number of items from the co-op. He walked around the store, filled his basket and jumped into a waiting vehicle and drove away. A member of the public got the vrm of the vehicle and we have good cctv images, the incident is still under investigation.

Police surgeries will continue at Audlem Annexe, we have a new initiative called Drop Spots, similar to surgeries but we will pick an area of high footfall such as outside the co-op or any events taking place around the village. We will look to engage with members of public and complete The Residents Voice Survey.

Your officers continue to be PC Dan Talbot and PCSO Nick Jarvis under the guidance of Sergeant Matt Stonier.

Nick Jarvis 20438 – Police Community Support Officer (Nantwich Rural)  
Covering the Audlem & Wybunbury wards  
Cheshire Constabulary Crewe Local Policing Unit | Civic Centre | Crewe | CW1 2DQ | |  
Email: [Nicholas.jarvis@cheshire.police.uk](mailto:Nicholas.jarvis@cheshire.police.uk) | Work Mobile : 07989 652261

## Appendix C

2 July 2025 (2025-2026)

### Audlem Parish Council RECONCILIATION - Lloyds Bank 30-06-2025

From Accounts . . . . . £80,271.97

Payments not cashed . . . . . Add . . . . .

Receipts not entered . . . . . Subtract . . . . .

Statement should be . . . . . £80,271.97

#### BUSINESS ACCOUNT

01 June 2025 to 30 June 2025

Money In	£850.00	Balance on 01 June 2025	£83,353.13
Money Out	£3,931.16	Balance on 30 June 2025	£80,271.97

#### Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
02 Jun 25	GOCARDLESS SCRIBE-3M9BSGRWFSH	DD		66.00	83,287.13
03 Jun 25	HMRC - ACCOUNTS OF	BP		559.88	82,727.25
11 Jun 25	NEST IT000009380973	DD		76.84	82,650.41
12 Jun 25	HAROLD,SUSAN & OLI BONELL GLENWORTH	FPI	850.00		83,500.41
16 Jun 25	AUDLEM METHODIST C 500000001578425657 INV 149	FPO		25.00	83,475.41
16 Jun 25	AUDLEM METHODIST C 600000001578175446 INV 151	FPO		40.00	83,435.41
16 Jun 25	CHESHIRE ASSOCIATI 600000001578175757	FPO		25.00	83,410.41
16 Jun 25	JO O'DONOGHUE 100000001569280584	FPO		350.00	83,060.41
16 Jun 25	MICHAEL DOLAN 600000001578176407	FPO		25.98	83,034.43
16 Jun 25	THENMEDIA 500000001578427218 TMS-	FPO		63.00	82,971.43
16 Jun 25	LEE JAKEMAN 500000001578438794 INV -	FPO		681.25	82,290.18
17 Jun 25	EDF ENERGY A-447658B2-001	DD		43.63	82,246.55
17 Jun 25	SERVICE CHARGES REF : 457377656	PAY		8.50	82,238.05
20 Jun 25	WATER PLUS 4186792694	DD		227.25	82,010.80
27 Jun 25	MICHAEL DOLAN	BP		531.67	81,479.13
27 Jun 25 (Continued on next page)	SARAH WINDRIDGE	BP		1,207.16	80,271.97



## Appendix D

Receipts & Payments, as at 31.03.25

Balance b/f £47,489.36

<b>Receipts</b>	<b>2025-26 Budget</b>	<b>Received</b>	<b>To be received</b>
Precept	£89,878.00	£44,939.00	£44,939.00
CIL	£0.00	£256.45	£0.00
CHALC	£0.00	£0.00	£0.00
VAT recovery	£1,700.00	£0.00	£0.00
Long Hill Moss	£630.00	£850.00	£0.00
	<b>£92,208.00</b>	<b>£46,045.45</b>	<b>£44,939.00</b>

<b>Payments</b>	<b>Budget 2025- 26</b>	<b>Spent so far</b>	<b>Remainder</b>	<b>Notes</b>	<b>Forecast</b>	<b>Balance</b>
<b>Admin</b>						
Room hire	£1,500.00	£235.00	£1,265.00		£600.00	£665.00
Printing	£588.00	£27.60	£560.40		£150.00	£410.40
Stationery	£150.00	£0.00	£150.00		£150.00	£0.00
Staff Training	£200.00	£0.00	£200.00		£200.00	£0.00
Postage	£150.00	£0.00	£150.00		£50.00	£100.00
Mobile phone	£240.00	£0.00	£240.00		£150.00	£90.00
Microsoft Family	£0.00	£0.00	£0.00		£55.00	-£55.00
Outsource Payroll	£340.00	£193.50	£146.50		£146.50	£0.00
Printer Paper	£40.00	£0.00	£40.00		£40.00	£0.00
Website hosting / domain	£900.00	£105.00	£795.00		£795.00	£0.00
Insurance	£5,000.00	£0.00	£5,000.00		£4,700.00	£300.00
Subscriptions	£900.00	£0.00	£900.00		£0.00	£900.00
Bank charges	£108.00	£25.50	£82.50		£82.50	£0.00
Accounts Software	£800.00	£217.50	£582.50		£582.50	£0.00
Miscellaneous Admin	£750.00	£715.45	£34.55	Locum Services	£34.55	£0.00
	<b>£11,666.00</b>	<b>£1,519.55</b>	<b>£10,146.45</b>		<b>£7,736.05</b>	<b>£2,410.40</b>

### Conservation Area

Grass cutting	£250.00					
	<b>£250.00</b>	<b>£0.00</b>	<b>£250.00</b>		<b>£250.00</b>	<b>£0.00</b>

### Councillors

Training	£400.00	£25.00	£375.00		£375.00	£0.00
Expenses	£200.00	£0.00	£200.00		£200.00	£0.00
Chair's Allowance	£150.00	£0.00	£150.00		£150.00	£0.00
	<b>£750.00</b>	<b>£25.00</b>	<b>£725.00</b>		<b>£725.00</b>	<b>£0.00</b>

### Events

Remembrance Service	£50.00	£0.00	£50.00		£50.00	£0.00
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Annual Village Meeting	£200.00	£0.00	£200.00
Community Expenditure	£200.00	£0.00	£200.00
	<b>£450.00</b>	<b>£0.00</b>	<b>£450.00</b>

£200.00	£0.00
£200.00	£0.00
<b>£450.00</b>	<b>£0.00</b>

<b>Maintenance</b>			
Repairs and Renewals	£2,500.00	£143.98	£2,356.02
	<b>£2,500.00</b>	<b>£143.98</b>	<b>£2,356.02</b>

<b>£2,356.02</b>	<b>£0.00</b>
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<b>Miscellaneous</b>			
Grants	£2,662.98	£758.09	£1,904.89
Section 106	£0.00	£0.00	£0.00
Section 137	£3,337.02	£0.00	£3,337.02
Assets	£0.00	£0.00	£0.00
	<b>£6,000.00</b>	<b>£758.09</b>	<b>£5,241.91</b>

£1,904.89	£0.00
£0.00	£0.00
£3,337.02	£0.00
£0.00	£0.00
<b>£5,241.91</b>	<b>£0.00</b>

<b>Neighbourhood Plan</b>	£2,000.00	£0.00	£500.00
	<b>£2,000.00</b>	<b>£0.00</b>	<b>£500.00</b>

£500.00	£1,500.00
<b>£500.00</b>	<b>£1,500.00</b>

<b>Professional Services</b>			
Audit Fees	£950.00	£350.00	£600.00
Locum Fees	£2,500.00	£1,504.60	£995.40
	<b>£3,450.00</b>	<b>£1,854.60</b>	<b>£1,595.40</b>

£600.00	-£500.00
£995.40	£1,504.60
<b>£1,595.40</b>	<b>£1,004.60</b>

<b>Public Toilets</b>			
Electricity	£1,000.00	£120.64	£879.36
Clinical Waste Collection	£1,440.00	£0.00	£1,440.00
Cleaning Contract	£5,000.00	£420.00	£4,580.00
Water and waste	£1,300.00	£436.05	£863.95
Sanitary Supplies	£216.00	£0.00	£216.00
Repairs	£1,240.00	£420.00	£820.00
	<b>£10,196.00</b>	<b>£1,396.69</b>	<b>£8,799.31</b>

£879.36	£0.00
£1,440.00	£0.00
£4,580.00	£0.00
£863.95	£0.00
£216.00	£0.00
£820.00	£0.00
<b>£8,799.31</b>	<b>£0.00</b>

<b>PWLB Loan</b>	<b>£10,465.00</b>	<b>£0.00</b>	<b>£10,465.00</b>
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<b>£10,465.00</b>	<b>£0.00</b>
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<b>Staff Costs</b>			
Clerk Salary	£17,000.00	£3,754.34	£13,245.66
Lengthsman Salary	£6,500.00	£1,595.21	£4,904.79
HMRC	£6,750.00	£1,122.15	£5,627.85
Pension	£0.00	£0.00	£0.00
	<b>£30,250.00</b>	<b>£6,471.70</b>	<b>£23,778.30</b>

£13,245.66	£0.00
£4,904.79	£0.00
£5,627.85	£0.00
£0.00	£0.00
<b>£23,778.30</b>	<b>£0.00</b>

<b>Subscriptions</b>			
ICO	£35.00	£0.00	£35.00
CHALC	£750.00	£0.00	£750.00
	<b>£785.00</b>	<b>£0.00</b>	<b>£785.00</b>

£35.00	£0.00
£750.00	£0.00
<b>£785.00</b>	<b>£0.00</b>

<b>Turnpike Field</b>			
Field Maintenance	£8,000.00	£0.00	£8,000.00

£8,000.00	£0.00
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Trees and Shrubs	£0.00	£0.00	£0.00	£0.00	£0.00
Arboricultural Consultants	£0.00	£0.00	£0.00	£0.00	£0.00
Planning Consultancy	£0.00	£0.00	£0.00	£0.00	£0.00
Tree works	£0.00	£0.00	£0.00	£0.00	£0.00
Legal Fees	£3,000.00	£750.00	£2,250.00	£2,250.00	£0.00
Grass / hedge cutting	£2,000.00	£0.00	£2,000.00	£2,000.00	£0.00
Planning	£0.00	£0.00	£0.00	£0.00	£0.00
Valuation Fees	£0.00	£0.00	£0.00	£0.00	£0.00
	<b>£13,000.00</b>	<b>£750.00</b>	<b>£12,250.00</b>	<b>£12,250.00</b>	<b>£0.00</b>
VAT	<b>£343.23</b>	<b>£343.23</b>	<b>£343.23</b>	<b>£343.00</b>	<b>£0.00</b>
Contingency	<b>£10,000.00</b>	<b>£0.00</b>	<b>£10,000.00</b>	<b>£10,000.00</b>	<b>£0.00</b>
<b>Total payments</b>	<b><u>£101,762.00</u></b>	<b><u>£13,262.84</u></b>	<b><u>£88,499.16</u></b>	<b><u>£85,274.99</u></b>	
	£101,762.00			<b>£3,224.17</b>	
Cashbook balance	<b>£80,271.97</b>				
Bank Balance	<b>£80,271.97</b>				
Meeting date: 10 <sup>th</sup> July 2025					
Chairman signature.....					
To be received	£44,939.00				
To pay	£85,274.99				
<b>Balance</b>	<b>£39,935.98</b>				

## Appendix E

### Payments to be authorised July 2025

Date	Net	VAT	Total	Description	Supplier
10/07/2025	£450.00	£0.00	£450.00	Locum Services	Lee Jakeman
10/07/2025	£529.61	£0.00	£529.61	PAYE June	HMRC
10/07/2025	£40.00	£0.00	£40.00	Church Hall Hire Invoice 157	Audlem Methodist Church
10/07/2025	£35.00	£0.00	£35.00	Training Phillip Baker	Chalc
10/07/2025	£224.43	£44.89	£269.32	Toilet services / supplies invoice 71406654	PHS
10/07/2025	£37.99	£0.00	£37.99	Clerk Expenses - Stationery	Sarah Windridge
10/07/2025	£56.12	£2.81	£58.93	EDF Energy electricity charges	EDF
10/07/2025	£55.00	£11.00	£66.00	Scribe Accounts Subscription INV 11042	Scribe (Starboard Systems)
10/07/2025	£420.00	£0.00	£420.00	Toilet Cleaning Invoice 787 June Cleaning	3 Counties Cleaning
10/07/2025	£52.50	£10.50	£63.00	Email and domain hosting	Then Media
10/07/2025	£25.18	£0.00	£25.18	Lengthsman Expenses - hook for water meter manhole	Michael Dolan
10/07/2025	£531.87	£0.00	£531.87	Lengthsman Salary July	Michael Dolan
10/07/2025	£1,206.94	£0.00	£1,206.94	Clerk Salary	Sarah Windridge
10/07/2025	£420.00	£0.00	£420.00	Toilet Cleaning Invoice 785 May Cleaning	3 Counties Cleaning
10/07/2025	£36.36	£0.00	£36.36	Pension July	NEST
10/07/2025	£27.81	£0.00	£27.81	Pension August	NEST
10/07/2025	£531.67	£0.00	£531.67	Lengthsman Salary August	Michael Dolan
10/07/2025	£1,098.17	£0.00	£1,098.17	Clerk Salary August	Sarah Windridge
10/07/2025	£720.00	£120.00	£600.00	Mowing paths & top area, and strimming tables – 4 cuts	Tony Seabridge
10/07/2025	£702.78	£0.00	£702.78	Annual Subscription	Chalc
10/07/2025	£40.00	£0.00	£40.00	Church Hall Hire Invoice 160	Audlem Methodist Church
10/07/2025	£608.71	£0.00	£608.71	PAYE July	HMRC
10/07/2025	£4,623.79	£0.00	£4,623.79	Insurance	Clear Councils
10/07/2025	£50.00	£0.00	£50.00	Membership of Cheshire Community Action	Cheshire Community Action
			<b>£12,473.13</b>		