



**Minutes of the Parish Council Meeting
held at the Methodist Church, Shropshire St, Audlem
Monday 10th November 2025 at 7.00pm**

Present:

Councillors:

Phillip Baker
Tim Brooksbank
Charles Cavill
Carl Dovey
David Jones
David Lambourne
Paul Smart

Apologies:

Simon Cornwall
Ryan Jones

Absent:

William Pearson

In Attendance:

Sarah Windridge (Clerk)
11 members of the public

25/110 Apologies for absence

Apologies were received from Cllr R Jones and Cllr Cornwall.

25/111 Declarations of Interest

None were declared

25/112 Requests for Dispensation

None received.

25/113 Public Session

a) Public Session

Before opening the public session, Cllr Dovey addressed the meeting regarding the Britain in Bloom award. Cllr Dovey confirmed that Audlem Parish Council would like to offer many congratulations and thanks to ADAS & their sub committee 'Audlem in Bloom' and their many volunteers who do a great job in keeping the Village looking so beautiful throughout the year.

Audlem Methodist Church achieved "Outstanding Level 5" in the Neighbourhood Award Britain in Bloom 2025, and Nancy May Goodwin accepted on behalf of the Methodist Church. Audlem Cemetery also achieved "Outstanding Level 5" in the Neighbourhood Award Britain in Bloom 2025. The Chairman of the Cemetery board accepted the award and thanked the Cemetery Board and all their volunteers. Cllr Dovey thanked all of the volunteers in Audlem, as well as ADAS.

Cllr Dovey invited DCI David Worthington, Detective Chief Inspector 360, Eastern Area Crime Manager to address the meeting.

DCI David Worthington addressed the meeting and introduced himself. DCI Worthington then confirmed the following with the meeting:

1. Having looked thoroughly at the investigation, DCI Worthington can see why APC has made a complaint, and an investigation has been started.
2. The case is now with the Crown Prosecution Service (CPS). As DI Caldwell has confirmed, this could take 28 days although fraud cases take longer.
3. The CPS has already allocated a lawyer to the case and has sent some actions back to DC Jackson. These actions have been answered by DC Jackson and sent back
4. DCI Worthington will contact the lawyer at the CPS on 13th November to ask for an update.
5. DCI Worthington has ensured to manage the expectations of APC and has confirmed that the process could take 1-2 years. The money could be recovered under the Proceeds of Crime Act (POCA) and the defendant's assets will be investigated.

The Clerk is going to contact PKF Littlejohn Auditors as the accounts cannot be left unsigned for this long. DI Worthington is happy to support the Parish Council with this, ensuring that the auditors can access any required paperwork.

The following questions were asked:

1. Question from a member of the public: If the CPS decide not to prosecute, will the Parish Council be informed?

Answer: Yes

2. Question from Cllr Lambourne: Are the people under review aware that case is now with CPS?

Answer: Yes

3. Question from a member of the public: Once the decision is made by the CPS, will the police let the Parish Council know?

Answer: Yes absolutely.

Cllr Dovey thanked DCI Worthington for attending the meeting and providing an update. DCI Worthington left the meeting.

The following questions were raised by members of the public:

Question: I would like to thank the PC for carrying out improvement works in Turnpike Field as it is a vast improvement. However, there is an obligation to inform land registry regarding works carried out to field – has the Parish Council done that?

Cllr Dovey confirmed that this would happen as soon as the Parish Council has resolved the ongoing legal issues surrounding the status of the field.

Question: Last May, a broken tree branch was reported near lock 11, when will this be resolved?

Cllr Dovey: The tree surgeon has already completed some work in the area and the Parish Council will chase up any further work is required.

Action: Clerk to contact tree surgeon.

Question: Would the PC be able to fund a new flag to replace the one at the Church that will probably wear out during the Winter?

Cllr Dovey confirmed that the Parish Council will look into this.

Question: Regarding the bike track in Turnpike Field, will the villagers be asked by referendum if this is what they want?

Cllr Dovey confirmed that the Parish Council has created a management plan for Turnpike Field and wants to ensure that all residents can use it. Cllr Dovey confirmed that he does not see the need to have a referendum.

Question: Due to the amazing work carried out by Cheshire East regarding footpaths, particularly by Richard Ankers, could the Parish Council write a letter of appreciation to Cheshire East. **Action: Clerk to write a letter of appreciation.**

Question: Who are the custodians of Cox Bank Conservation area?

Cllr Dovey confirmed that this was Cheshire East.

b) **Cheshire East Ward Councillor**

To receive any updates from Cheshire East Councillor, Councillor Rachel Bailey.

1. Cllr Bailey shared today confirmation that planning application on Moorfield is delayed and will not be considered at the Planning Committee on 19th November. It is anticipated by Cheshire East that there will be further information provided by applicant, and Cllr Bailey has been assured that Cheshire East will reconsult on this. Cllr Bailey is following this closely.

2. Regarding waste in the area, there is no cross border liaison with Cheshire East regarding waste in area. There were pop up recycling centres provided in the area but Audlem did not have one. Cllr Bailey has been told there will be one in Audlem in new year. Also, there is a government grant which will provide residents with another bin in Audlem as part of the green waste collection. The outcome will be that the black bin will be collected every 3 weeks. Cllr Bailey is questioning the impact on those that rely on the black bin collection more than others. The black bin could sit for 3 weeks, containing human waste which is a concern for residents that care for people or have children. There are also problems with missed bin collections. Cllr Bailey confirmed that hopefully the Parish Council will have the opportunity to respond to the new collection proposals before they are put in place.

3. Regarding the bridge in Audlem, Cllr Bailey has been assured that replacement stone was ordered at the point of accident. However, there is an insurance claim going on which has caused delays. Cllr Bailey suggested that in the future the Parish Council could use CIL money to pay for lights on the bridge. People who do not know the area are not aware of the danger.

4. Regarding Babbington Bridge, Cllr Bailey is hoping to ascertain how many HGVs are using Audlem as a diversion. There was a meeting last Friday between Heritage Railway and Cheshire East Highways. Cllr Bailey has been promised an update of the meeting. Once there is an update, Cllr Bailey will be seeking to arrange a meeting between the Parish Councils. Cllr Bailey has been informed that there will be at least 12 months for improvements to take place.

Regarding the black bins, Cllr Baker confirmed that Audlem Public Hall has already sent a letter to Cheshire East raising concerns about this. This is a huge concern for people in the village who are carers. Cllr Bailey asked Cllr Baker to share the letter as she is hoping to raise concerns on behalf of the carers affected.

Cllr Bailey shared that she is so proud of Audlem doing so amazingly in the Britain in Bloom Awards, and also noted that the Remembrance Service was lovely.

The public session closed and standing orders were re-instated at 19:28 pm.

25/114 Confirmation of Previous Minutes

It was **RESOLVED** to approve the Minutes of the Full Parish Council meeting held on Thursday 16th October 2025 as a true record of the meeting. The minutes were signed accordingly by the Chairman.

25/115 To confirm Parish Council meetings for 2025/26

A list of meetings is attached as appendix A and has been circulated to Councillors.

25/116 To confirm a casual vacancy on the Parish Council

The Clerk confirmed that a vacancy has arisen on the Parish Council due to the non-attendance of Cllr Pearson.

As per the Co-option policy the Clerk will write to Cheshire East with notice of the casual vacancy. The vacancy will then be advertised to give electors for the area the opportunity to request an election.

25/117 Planning Applications

a) To consider responding to planning applications:

RE: 25/3728/HOUS Householder

Site address: 58 Cheshire Street, Audlem, Crewe, Cheshire East, CW3 0HB

Development Proposal: Expanding existing driveway entrance by removing hedging and a 2 inch high "wall" and installing a kerb stone to the length of our property. There is currently no kerb in place.

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

RE: 25/4052/PRIOR-3Q Prior Approval: Change of use - Agricultural to residential

Site address: Paddock House Paddock Lane, Audlem, Crewe, Cheshire East, CW3 0DP

Development Proposal: Prior approval for conversion of existing agricultural building to a 3 bedroom single storey dwelling with the addition of a single storey extension to the rear elevation which will provide additional living spaces all as per the attached plans and covering statement.

Cllr Baker declared an interest in this application and declined to join the vote.

Cllr Brooksbank asked whether the building is separate from the main house and could therefore be sold separately?

Cllr Baker offered to answer the question and explained that the building is ancillary to the main house.

It was **RESOLVED** to support the application on the basis that clear the use is for ancillary use. (Cllr Baker abstained from the vote).

RE: 25/4093/LBC Listed Building Consent

Site address: Lock Cottage Shropshire Street, Audlem, Crewe, Cheshire East, CW3 0DX

Development Proposal: Listed building consent for the installation of air source heat pump to rear elevation.

It was **RESOLVED** to support the application.

b) To review the status of planning applications

No updates have been received.

25/118 Clerk Report

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

25/119 Police Report

No report was received.

25/120 Bank Reconciliation

Members received a Bank reconciliation as of 31st October 2025.

Copies of the corresponding bank statement were circulated to members separately from the agenda, and hard copies of invoices/receipts were available for inspection at the meeting by members.

Members noted note that as of the 31st October 2025 the bank account balance stood at **£104,110.39**

It was **RESOLVED** that the bank reconciliations for October 2025 be confirmed and these were signed by the Chair.

The bank reconciliation is attached to the minutes as appendix C.

25/121 Accounts update and recommendations from Finance Committee

It was **RESOLVED** to approve the following recommendations from the Finance Committee:

1. To set up a Direct Debit to pay the HMRC Paye.
2. To receive confirmation of the quote from Calibre Metal Work for repair work to the monument and approve the commencement of required works.
3. To attain further quotes and updated figures ahead of the budget setting meeting in January 2026.

25/122 To confirm internal audit arrangements for 2025/26

The Clerk is waiting for quotations from accountants regarding the work required on the Parish Council accounts.

25/123 Budget

The monthly budget of the Parish Council has been circulated to Councillors.

The budget is attached to the minutes as appendix D.

25/124 Payments for Approval

a) It was **RESOLVED** to approve payments for invoices at a total of £6512.07

b) It was **RESOLVED** to approve payments for £13,800 (excludes VAT) to Calibre Metal work for repair of the monument and £729 (including VAT) for 10 x bin liners.

The payment list is attached to the minutes as appendix E.

25/125 Training

Cllr Lambourne attended planning training which took place on 28th October. This was approved by Councillors and booked by the Clerk.

25/126 Correspondence

Items to note:

The Clerk has received a letter about a hawthorn hedge on Cheshire Street. Councillors confirmed that this hedge is the responsibility of Cheshire East.

Action: Clerk to contact Cheshire East about the hedge, and the weeds in the car park.

25/127 Personnel Committee

Cllr Dovey reported that the Lengthsman has handed in his resignation. The Personnel Committee has made the following recommendations:

1. Clerk to create a job description and person specification to be approved by Personnel Committee
2. Clerk to advertise role where possible including CHALC website.
3. Specifics of role (salary and contract terms) to be confirmed by Personnel Committee in line with budget preparation for 2026-27.

Cllr Dovey confirmed that the Lengthsman would like to enjoy his retirement but is happy to stay in post until 31st January 2026 and will complete a handover period. Cllr Cavill confirmed that when this happened before, people in the village volunteered so that the jobs were done, and suggested that Councillors may bear this in mind in case a new Lengthsman is not found before the end of January. Mr Dolan has produced a list of bins, and a map will be created. Cllrs Baker and Cavill will complete an inventory of the bins in the village. Cllr Dovey took the opportunity to express his thanks to the Lengthsman for his hard work for the village.

Cllr Lambourne reported that a bin is missing at the junction of Heathfield and Hillary Drive.

Action: Clerk to contact Cheshire East regarding the bins.

25/128 Parish Matters

a) To review an update on the Police Investigation

This item was discussed at the start of the meeting.

b) To review an update on CCTV installation from Cllr Baker

A report has been circulated to Councillors. CCTV will be installed on 11th November.

There is a second key which may be owned by a previous member of the Parish Council, which needs to be located.

Action: Clerk to contact previous member of the Parish Council to ask for the key.

Cllr Lambourne asked if the Tennis Club is still happy to accept the terms of payment even though camera coverage could not be extended to their buildings. Cllr Baker confirmed that this was the case. The CCTV coverage will be reviewed in six months, and the Tennis Club and the Burial Board may consider extending the range. Cllr Baker asked members to note that the cameras are not there to police the car park.

Cllr Dovey suggested that the Parish Council should write to the Medical Centre to express disappointment that they chose not to be involved in the joint purchase of the CCTV. **Action: Clerk to write to the Medical Centre.**

Cllr Baker suggested that the Salvation Army clothes bank could be relocated, as the company installing the CCTV has asked if this is possible. Cllr Dovey confirmed that the Parish Council could look into this.

Action: Clerk to contact Cheshire East and the Salvation Army.

c) To review an update on the public toilets from Cllr Baker

Cllr Baker reported that he and Cllr Cornwall have invited suppliers to attend site and provide quotations for repairs and improvements. A full report has been circulated to Councillors. Further updates will be provided to the Council at later meetings.

d) To review an update on Cheshire East Car park from Cllr Lambourne

A report has been circulated to Councillors following a meeting attended by Cllr Lambourne and the Clerk regarding compensation agreements for the car park. If the Parish Council want to take on the car park, this would cost £43,046 per year (which is half of the precept).

Cheshire East has suggested that if the Parish Council take on the car park, it should remain under a Cheshire East parking order due to the enforcement complications. If the Parish Council take on the car park, this will result in an 18% increase in Council tax, using the Band D reference

Cllr Lambourne stated that he does not think this is a feasible solution and does not think residents would be happy with the Parish Council taking this on. Also, people who use the car park are more likely to be visitors, not residents of the village.

Cllr Cavill stated that free parking would help local businesses. Cllr Dovey suggested that Councillors vote on the suggestion that the Parish Council takes over the car park. Cllrs voted unanimously to leave Cheshire East in charge of the car park.

Cllr Baker asked whether the Parish Council could ask Cheshire East to provide some free of charge parking for residents using the doctor's surgery and the Public Hall. **Action: Clerk to contact Cheshire East about this.**

e) To review an update on Highways from Cllr Cornwall

In Cllr Cornwall's absence, the Clerk read out the following report:

Cllr Cornwall discussed the incursion onto the footway with the Police on the 21st October along with parking infringements and some other issues. It has been confirmed that Councillors and residents can report via Cheshire Police portal with no fear of GDPR issues.

Cllr Cornwall will be attending a Teams meeting regarding the Active Travel Fund on 4th December.

Cllr Cornwall is liaising with Cllr Bailey regarding the A530 Babbington Bridge and has voiced his concerns with Cheshire East and National Highways regarding the signage and the loading of the bridge.

25/129 Turnpike Field

a) To review the management plan

Cllr Ryan Jones has circulated a report to Councillors. The report is attached as Appendix G.

Cllr Dovey read out the following extract from the report:

Cheshire East Council has confirmed that the Parish Council's support for the bike track is welcomed. They have proposed an on-site meeting to discuss next steps and Councillors can confirm their attendance with the Clerk.

Cllr D Jones stated that he has been approached by members of the public, as the proposed bike track is over a footpath. Cllr Dovey stated that the track is designed to incorporate the footpath. Cllr D Jones replied that this might raise issues with people using the field in different ways. Cllr Lambourne suggested that the Parish Council need to establish whether this is a designated footpath or just a desire line.

The Clerk confirmed that Cllr R Jones is working with Richard Ankers regarding footpaths and the siting of the bike track and Cllr Dovey also stated that this concern will be raised with Cllr R Jones.

Cllr Baker suggested that now the Parish Council has drone photos of Turnpike Field, a comprehensive plan can be drawn up and presented on the PC website as part of a master plan. Cllr Smart suggested that this can be presented at a meeting in the future. Cllr Brooksbank stated that the Parish Council needs to factor in funding for this as well as future maintenance and replacement.

b) To consider the status of Turnpike Field

The Clerk confirmed that a meeting will be held with Fields in Trust regarding the status of the field.

c) To consider the creation of an Environmental Committee

Cllr Ryan Jones has suggested that the Parish Council considers the creation of an Environmental Committee to oversee projects such as removal of ragwort and Himalayan Balsam.

Action: Clerk to liaise with Cllr R Jones to determine Terms of Reference for an Environmental Committee.

25/130 Policies

It was **RESOLVED** to defer adoption of policies to a subsequent meeting to give Councillors more time to inspect the policies. The Clerk suggested that policies should be reviewed by the Policy Committee.

25/131 Reports from Parish Councillors

Cllr Lambourne has attended a briefing on Martyn's Law. There are a lot of reviews taking place regarding this, and an algorithm is being created that will drive organisations to ensure that events and venues are covered. If a venue can hold more than 200 people this law will be in place, and if 800 people or more are attending this will require extended protection. The Public Hall will need to take action regarding this and Cllr Baker confirmed that this process is in action. Cllr Lambourne confirmed that this may impinge on other events such as Audlem Music Festival. Cllr Lambourne will keep abreast of updates and liaise with local community groups to ensure that processes are in place.

Cllr Lambourne attended training on planning through NALC and CPRE. There is currently huge concern regarding the new Planning Framework, particularly regarding the centralisation of planning decisions, as minister can override decisions of the Local Authority. Cllr Dovey asked what the timescale for implementation of the new Planning Framework would be and Cllr Lambourne confirmed that this would be in force by the end of next year. Cllr Lambourne expressed his concerns about the lack of status of Neighbourhood Plans, and the cost of changing or creating a Neighbourhood Plan. The Neighbourhood Plan for Audlem runs out in 2030, but as it is more than 5 years old it will not be considered anyway.

Cllr Smart reported on the monument repairs. The latest quotation from Calibre Metals is now £13,800 (excluding VAT) and the lead time will be 12 weeks. Cllr Lambourne asked about the light on the monument and Cllr Dovey confirmed that Cheshire East manages this but the Parish Council will have to engage an electrician to switch the electricity off.

Cllr Cavill confirmed that he has attended a Burial Board committee meeting, will be attending the AGM of ADAPT on 12th November, and will report back to Full Council.

25/132 Date of next meeting

The next meeting will be held on Thursday 11th December at 7pm.

The meeting was completed at 20:35 pm.

Appendix A

Audlem Parish Council Meetings 2025-2026

Monday 3rd November 2025– Finance Committee and Personnel Committee

Monday 10th November 2025 – Full Council Meeting

Tuesday 2nd December -Finance Committee (via TEAMS)

Thursday 11th December – Full Council Meeting

Tuesday 6th January 2026 – Finance and Personnel Committee

Thursday 15th January 2026 – Full Council Meeting

Tuesday 3rd February – Finance Committee (via TEAMS)

Thursday 12th February – Full Council Meeting

Tuesday 3rd March – Finance Committee (via TEAMS)

Thursday 19th March – Full Council Meeting

Thursday 2nd April – Finance Committee (via TEAMS)

Thursday 9th April- Full Council Meeting

Tuesday 5th May– Finance Committee

Thursday 14th May- Annual Parish Council Meeting

Saturday 16th May 2026 – Annual Resident’s Meeting

Appendix B

Clerk report November 2025

1. The Clerk has invited PC Nick Jarvis to the meeting and requested a police report. There was a police cluster meeting on 21st October, details of which will be in the report from Cllr Cornwall.
2. The Clerk received a debit card from the bank and booked the drone photographer, this work has now been completed.
3. FP26 Footpath. The Clerk has been liaising with Richard Ankers at Cheshire East regarding maintenance works on the path which have been completed.

Appendix C

Bank Reconciliation

3 November 2025 (2025-2026)

Audlem Parish Council RECONCILIATION - Lloyds Bank 31-10-2025

From Accounts	£103,110.39
Payments not cashed Add	
Receipts not entered Subtract	
Statement should be	£103,110.39

Dear Miss Windridge, Mr Dovey & Mr Baker

Your new savings account is open!

Thank you for opening a new account with the Society.

Your new account details and opening balance are:

Opening Date 23rd October 2025
Product Type Local Council Easy Access
Account Number 15-040-06459-8
Account Balance £1000.00

To pay money into your account online or set up a regular Standing Order, will need to use the details below:

Account type: Business account.

Account name: (input the organisation name here)

Sort Code: 40-05-30

Account Number: 74575938

Reference or roll number: (Input the organisations account information in here)

Money In	£0.00	Balance on 01 October 2025	£107,375.17
Money Out	£4,330.78	Balance on 31 October 2025	£103,110.39

100	01/10/2025	Lloyds Bank	Accounts Software	Accounting Software	Scribe	-55.00	-11.00	-66.00	107,375.17	31/10/2025
101	10/10/2025	Lloyds Bank	Pension	Pension Contributions	NEST	-141.91		-141.91	107,233.26	31/10/2025
102	13/10/2025	Lloyds Bank	Clinical Waste Coll	Clinical Waste Collection	PHS Group	-224.43	-44.89	-269.32	106,963.94	31/10/2025
103	13/10/2025	Lloyds Bank	Clinical Waste Coll	Clinical Waste Collection	PHS Group	-7.48	-1.50	-8.98	106,954.96	31/10/2025
104	16/10/2025	Lloyds Bank	Electricity	Electricity to toilet block	EDF Energy	-57.83	-2.89	-60.72	106,894.24	31/10/2025
106	20/10/2025	Lloyds Bank	Room Hire	Room hire	Audlem Methodist Ch	-40.00		-40.00	106,854.24	31/10/2025
105	20/10/2025	Lloyds Bank	Cleaning Contract	Toilet Block Cleaning	3 Counties Cleaning	-420.00		-420.00	106,434.24	31/10/2025
107	20/10/2025	Lloyds Bank	Training	Training	ChALC	-35.00		-35.00	106,399.24	31/10/2025
109	20/10/2025	Lloyds Bank	Website hosting/do	website and domain names	ThenMedia	-54.50	-10.90	-65.40	106,333.84	31/10/2025
108	20/10/2025	Lloyds Bank	Councillor's expens	Reimbursements - Miscellaneous	Charles Cavill	-21.60		-21.60	106,312.24	31/10/2025
110	20/10/2025	Lloyds Bank	Bank Charges	Bank Charge	Lloyds Bank	-8.50		-8.50	106,303.74	31/10/2025
111	23/10/2025	Lloyds Bank	Savings Account	Savings Account Payment	Audlem Parish Counci	-1,000.00		-1,000.00	105,303.74	31/10/2025
112	24/10/2025	Lloyds Bank	Lengthsman salary	Lengthsman Salary	Lengthsman	-427.67		-427.67	104,876.07	31/10/2025
113	24/10/2025	Lloyds Bank	Clerk Salary	Clerk Salary	Sarah Windridge	-1,765.68		-1,765.68	103,110.39	31/10/2025
CLOSING BALANCE						56,532.26	-911.23	55,621.03	103,110.39	

Appendix D

Monthly Budget Report

Receipts & Payments, as at 30.09.25

Balance b/f **£47,489.36**

	2025-26		
<u>Receipts</u>	<u>Budget</u>	<u>Received</u>	<u>To be received</u>
Precept	£89,878.00	£89,878.00	£0.00
CIL	£0.00	£256.45	£0.00
CHALC	£0.00	£0.00	£0.00
Parish Compact		£1,150.00	£0.00
VAT recovery	£1,700.00	£3,978.36	£0.00
Long Hill Moss	£630.00	£850.00	£0.00
Savings Account		£1,000.00	
	<u>£92,208.00</u>	<u>£97,112.81</u>	<u>£0.00</u>

<u>Payments</u>	Budget 2025-26	Spent so far	Remainder	Forecast	Balance
Admin					
Room hire	£1,500.00	£435.00	£1,065.00	£600.00	£465.00
Printing	£588.00	£68.60	£519.40	£150.00	£369.40
Stationery	£150.00	£37.99	£112.01	£70.00	£42.01
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	£321.00	£579.00	£795.00	-£216.00
Insurance	£5,000.00	£4,623.79	£376.21	£0.00	£376.21
Bank charges	£108.00	£59.50	£48.50	£48.50	£0.00
Accounts Software	£800.00	£437.50	£362.50	£362.50	£0.00
Misc.(£1000 payment into savings account)	£1,650.00	£1,000.00	£650.00	£0.00	£650.00

£1000 payment into sav
account

	£11,666.00	£7,176.88	£4,489.12	£2,667.50	
Conservation Area					
Grass cutting	£250.00	£0.00	£250.00		£250.00
Tree Surgery	£0.00	£850.00			-£850.00
	£250.00	£850.00	£0.00	£250.00	£0.00
Councillors					
Training	£400.00	£200.00	£200.00	£200.00	£0.00
Expenses	£200.00	£21.60	£178.40	£178.40	£0.00
Chair's Allowance	£150.00	£0.00	£150.00	£0.00	£150.00
	£750.00	£221.60	£528.40	£725.00	£0.00
Events					
Remembrance Service	£50.00	£0.00	£0.00	£50.00	£0.00
Annual Village Meeting	£200.00	£0.00	£0.00	£200.00	£0.00
Other Events	£200.00	£0.00	£0.00	£0.00	
	£450.00	£0.00	£450.00	£450.00	£0.00
Grants					
General grants	£2,662.98	£500.00	£2,162.98	£2,162.98	
Section 106	£0.00	£0.00	£0.00	£0.00	£0.00
Section 137	£3,337.02	£0.00	£3,337.02	£3,337.02	£3,337.02
	£6,000.00	£500.00	£5,500.00	£5,500.00	
Repairs and Renewals					
	£2,500.00	£427.25	£2,072.75	£2,072.75	
	£2,500.00	£427.25	£2,072.75	£2,072.75	£0.00
Neighbourhood Plan					
	£2,000.00	£0.00	£500.00	£500.00	£1,500.00
	£2,000.00	£0.00	£500.00	£500.00	
Professional Services					
Audit fees	£450.00	£350.00	£600.00	£600.00	£0.00
Locum Fees	£2,000.00	£2,670.05	-£670.05	£0.00	£545.40
	£2,450.00	£3,020.05	-£670.05	£0.00	
Public Toilets					
Electricity	£1,000.00	£390.99	£609.01		£0.00
Clinical Waste Collection	£1,440.00	£231.91	£1,208.09		£0.00
Cleaning Contract	£5,000.00	£2,550.00	£2,450.00		£0.00
Water and waste	£1,300.00	£727.35	£572.65		£0.00
Sanitary Supplies	£216.00	£224.43	-£8.43		£0.00
Repairs	£1,240.00	£420.00	£820.00		£0.00
	£10,196.00	£4,544.68	£5,651.32		
PWLB Loan					
	£10,465.00	£5,231.83	£10,465.00	£10,465.00	£0.00
Staff Costs					
Clerk Salary	£17,000.00	£9,700.74	£7,299.26		£0.00
Lengthsman Salary	£6,500.00	£3,514.09	£2,985.91		£0.00
HMRC	£6,750.00	£1,674.02	£5,075.98		£0.00

Pension	£0.00	£291.63	-£291.63	£0.00
	£30,250.00	£15,180.48	£15,069.52	£0.00

Subscriptions				
ICO	£35.00	£0.00	£35.00	£35.00
CHALC	£750.00	£702.78	£47.22	£750.00
Cheshire Community Funds	£0.00	£50.00		
	£785.00	£752.78	£785.00	£785.00

Turnpike Field				
Field Maintenance	£8,000.00	£0.00	£8,000.00	£0.00
Trees and Shrubs	£0.00	£0.00	£0.00	£0.00
Arboricultural Consultants	£0.00	£0.00	£0.00	£0.00
Planning Consultancy	£0.00	£0.00	£0.00	£0.00
Tree works	£0.00	£0.00	£0.00	£0.00
Legal Fees	£3,000.00	£750.00	£2,250.00	£0.00
Grass / hedge cutting	£2,000.00	£925.00	£1,075.00	£0.00
Planning	£0.00	£0.00	£0.00	£0.00
Valuation Fees	£0.00	£0.00	£0.00	£0.00
	£13,000.00	£1,675.00	£11,325.00	£0.00

VAT	£343.23	£911.23	£911.23	£343.00	£0.00
Contingency	£10,000.00	£0.00	£10,000.00	£10,000.00	

Total payments	£100,762.00	£40,491.78	£60,270.22	£6,754.04	
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Cashbook balance	£104,110.39			£10,000.00	Budgeted contingency
				£1,150.00	Parish Compact
				£3,978.36	VAT Recovery
Lloyds	£103,110.39			£21,882.40	Total
Savings Account	£1,000.00				
	£104,110.39				

Meeting date: 10th November 2025
Chairman signature.....

Appendix E

Monthly Payment List

Payments to be authorised November 2025					
11/11/2025	£35.00	£7.00	£42.00	D Lambourne Planning training	NALC
11/11/2025	£55.00	£11.00	£66.00	Scribe Accounts Subscription INV 12637	Scribe (Starboard Systems)
11/11/2025	£427.67	£0.00	£427.67	Lengthsman Salary September	Michael Dolan
11/11/2025	£1,407.43	£0.00	£1,407.43	Clerk Salary September	Sarah Windridge
11/11/2025	£137.39	£0.00	£137.39	Pension October	NEST
11/11/2025	£60.82	£3.04	£63.86	EDF Energy electricity charges	EDF
11/11/2025	£430.00	£0.00	£430.00	Toilet Cleaning Invoice 794 plus toilet paper	3 Counties Cleaning
11/11/2025	£54.50	£10.90	£65.40	Email and domain hosting September	Then Media
11/11/2025	£65.00	£0.00	£65.00	AMC Room hire PC meeting 3rd and 10th Nov	Audlem Methodist Church
11/11/2025	£69.00	£0.00	£69.00	Garden Waste Subscription	
11/11/2025	£50.00	£0.00	£50.00	Training meetings and prodecures Cllrs Baker and Cornwall	
11/11/2025	£50.00	£0.00	£50.00	Training Roles and responsibilities Cllrs Baker and Cornwall	
11/11/2025	£2,805.00	£561.00	£3,366.00	CCTV Supply and Installation	EPG Security Systems
11/11/2025	£36.52	£0.00	£36.52	Printer Cartridges	Sarah Windridge
11/11/2025	£235.80	£0.00	£235.80	Monthly Payroll	Shires Accountants
	£5,919.13	£592.94	£6,512.07		
Meeting date				10th November	
Chairman Signature					
Clerk / RFO					

Appendix G

Report from Cllr R Jones on Turnpike Field

1. Current Works Completed

Both ponds on Turnpike Field have now been cleared. An inlet drain has been installed in the upper pond to maintain water levels and provide an automatic refill process. An outlet drain will shortly be added to regulate maximum water levels and prevent over-topping.

2. Environment Agency Site Visit – 17 October 2025

Following the visit by the Senior Advisor (Flood Risk Management) from the Environment Agency (EA), supported by earlier advice from Cheshire East Council and the Cheshire Wildlife Trust, a comprehensive flood-risk management and ecological enhancement plan has been formulated. The EA's formal recommendations are summarised below and will form the evidence base for the updated Parish Field Management Plan.

EA Key Recommendations

1. Canal and River Trust Engagement – The EA is assisting the Parish Council to secure clearance of the overgrown area adjacent to the bridge over the River Weaver at the canal end of Turnpike Field. The EA has written separately to the Canal and River Trust highlighting flood-risk and erosion issues. Clearance will improve heavy-vehicle access and long-term bank stability.
2. Land Drain Installation – Installation of a land drain in the cleared area (endorsed by the EA) to keep the ground dry and prevent further erosion or steepening of the slope.
3. River Maintenance Regime – Organise a pre-storm debris-clearance walk along the river and undertake targeted tree works near the boardwalk to remove high-risk branches that could block flow.
4. Willow Spiling – Implement live willow spiling along the boardwalk and other vulnerable banks to stabilise soil, reduce erosion and enhance biodiversity. Officers suggest approaching Reaseheath College to involve lecturers and students in this practical project for educational benefit and data collection.
5. Natural Floodplain Management – Utilise natural floodplains and “scratch back” selected areas to slow peak flows and reduce pressure on the culvert under Green Lane.
6. Stop Pond as Overflow – Create a controlled route from the brook (between Turnpike Field and the adjacent field) to the existing stop pond, converting it into a functional overflow pond and new wildlife habitat.

7. Large Natural Pond – In the area currently dominated by 7-foot reeds, establish a large natural pond with overflow provision. This will further attenuate flood water, create an ecological hotspot and serve as an attractive village feature and educational resource. Benches will be placed around the pond to provide quiet seating for residents and visitors. The pond will be developed as an outdoor classroom for Audlem St James' CE Primary, local secondary schools, Scouts, Guides, Brownies and other youth groups. Partnerships are proposed with Reaseheath College, Cheshire Wildlife Trust and other educational/wildlife organisations to use the site for practical experiments, habitat-creation trials, monitoring projects and wildlife talks, giving students and volunteers hands-on experience while contributing to the pond's design and ongoing management.

These measures are fully supported by Cheshire East Council and the Wildlife Trust and represent a sustainable, low-maintenance solution to long-standing flood risk.

3. Cheshire East Council – Bike Track Proposal

Cheshire East Council has confirmed that the Parish Council's support for the bike track is welcomed. They have proposed an on-site meeting to discuss next steps. A drone photographer is being arranged to capture detailed imagery of the site. ***I recommend that the Council agrees this date and nominates representatives to attend.***

4. Public Rights of Way (PROW)

An email has been sent to the PROW office requesting an urgent site visit to resolve the definitive route of Footpath FP26 across Turnpike Field.

5. Tree Preservation Orders (TPOs)

Correspondence has been sent to Cheshire East Council seeking:

- (a) confirmation of all current TPOs affecting trees on Turnpike Field;
- (b) permission to mark protected trees with either spray paint or plaques (numbered TPO1, TPO2 etc.) for accurate identification during drone surveying and future management.

A response is awaited.

6. Immediate Community Activation & Funding Strategy

To maximise the chances of securing significant external funding and to demonstrate genuine community need, we must start using Turnpike Field intensively and immediately. Every booking, session or event generates hard evidence (user numbers, postcodes, testimonials, photos) that is essential for grant applications to the National Lottery, Sport England, Police & Crime Commissioner, Cheshire Fire & Rescue, and Cheshire East Council funds.

Current Outreach

- Cheshire Constabulary: Contacted regarding youth engagement events to tackle anti-social behaviour. They have expressed strong interest in running diversionary sports sessions and community safety pop-ups.
- Cheshire Fire & Rescue Service: Contacted regarding fire-safety demos, fitness challenges and recruitment drives – excellent for family footfall and partnership letters of support.

Proposed Partnerships & Activities

Partner	Proposed Activity	Funding/Impact Benefit
Cheshire Constabulary	Weekly "Positive Futures" football/cricket for 11–16s; ASB hotspot patrols	Letter of support; match-funding from Police & Crime Commissioner Safer Communities budget
Cheshire Fire & Rescue Service	Monthly family safety days; cadet training drills; "Firefit" adult circuits	Access to CFRS Community Asset Fund; high-visibility PR
North West Ambulance Service	First-aid taster courses; defibrillator training station (install AED on-site)	Potential sponsorship of AED; health & wellbeing grant leverage
Audlem St James' CE Primary & Local Secondaries	After-school sports clubs; PE overflow; "Turnpike Curriculum Days"	Education contributions via Cheshire East; evidence of 500+ child users p/a

Audlem FC, Cricket Club, Running Club, etc.	Block-book pitches for training/matches; host mini-tournaments	Club sponsorship (kit, goals); revenue via pitch hire
1st Audlem Scouts & Guides	Weekly meetings; badge work (campcraft, fitness); community litter picks	Volunteer hours = in-kind match; youth development funding
Audlem Men's Shed / WI / Community Groups	Build benches/planters; run tool library from a shipping-container hub	Social prescribing referrals; Big Lottery "People & Places" eligibility

Action Plan to Activate Use Immediately

1. Send formal partnership invitation letters (template available) to each organisation, inviting them to a site walkthrough and co-design session.
2. Create a simple online booking form (Google Form) and promote via Audlem Online, school newsletters, parish noticeboards, and police neighbourhood WhatsApp groups.
3. Log every user (name, age, postcode) – this data is non-negotiable for funding bids.

Funding Streams Unlocked by Evidence of Use

- Sport England Small Grants / Community Asset Fund
- National Lottery Awards for All / People & Places
- Police & Crime Commissioner Community Safety Fund
- Cheshire Fire & Rescue Community Asset Programme
- Cheshire East Council Community Choices / UK Shared Prosperity Fund

7. Next Steps and Partnership Working

- Continue liaison with the Canal and River Trust to secure clearance works and explore joint funding opportunities.
- Seek formal agreement from Reaseheath College and Cheshire Wildlife Trust for student/volunteer involvement in willow spiling, pond development and monitoring.
- Incorporate all EA recommendations, the large-pond educational enhancements and the community activation strategy into the revised Parish Field Management Plan for adoption at the earliest opportunity.