



Mark Robinson  
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01 July 2026

Dear Councillor

You are summoned to attend the meeting of the Parish Council to consider the agenda set out below:

DATE and TIME: Tuesday, 07 July 2026 at 7.30pm

VENUE: St Bart's Church, Church Minshull

Clerk to the Parish Council

#### AGENDA

1. Apologies for absence (Clerk)
2. Declarations of Interest (All)  
If a member is present at a meeting of the authority, and they have a disclosable interest in any matter to be considered or being considered at the meeting, they should disclose the interest to the meeting and follow the Council's code of conduct.
3. Opportunity for the Public to speak (if request received)
4. Minutes of the Previous Meeting and any matters arising (All)  
To confirm the minutes of the meeting held on 12 May 2026
5. Borough Councillor's report (Cllr Becky Posnett)
6. Highways Issues (All)
7. Flooding and River Pollution (All)
8. Planning Applications (All)

Application	Proposal
	No applications

9. Village Improvements (All)
10. Biodiversity (Jill Dobson)
11. Public Footpath No. 4 Church Minshull  
To receive feedback from the site visit and consider the Council's response to the potential closure.

12. Finance (Clerk)  
To consider the Finance report.
13. Councillors' Items (All)
14. Date of next meeting  
Tuesday, 01 September 2026

**CHURCH MINSHULL PARISH COUNCIL  
MINUTES OF THE ANNUAL MEETING HELD ON TUESDAY 12 MAY 2026**

**PRESENT:**

Cllr Mark Smith (Chairman), Cllr Tim Boote, Cllr Brian Charlesworth, and Cllr Jill Dobson.

**IN ATTENDANCE:**

One Member of the Public

**26/001 ELECTION OF CHAIRMAN**

RESOLVED – that Mark Smith be elected as Chairman of the Council for the ensuing municipal year.

**26/002 ELECTION OF VICE-CHAIRMAN**

RESOLVED – that Nigel Lewis be elected as Vice-Chairman of the Council for the ensuing municipal year.

**26/003 APOLOGIES FOR ABSENCE**

Cllrs Kynaston and Lewis

**26/004 DECLARATIONS OF INTEREST**

None

**26/005 MINUTES OF THE MEETING HELD ON 10 MARCH 2026**

RESOLVED – that the minutes of the meeting be approved as a true and correct record.

**26/006 PUBLIC PARTICIPATION**

A member of the public attended the meeting to discuss concerns regarding traffic issues such as speed, volume and noise. The roads through the village were becoming increasingly dangerous and it was only a matter of time before there was a serious incident. There was also a problem caused when the road was resurfaced, a pavement was removed and replaced with compacted earth, which was particularly unsuitable in inclement weather.

Councillors fully supported these concerns and referred to the many occasions they had sought action to address these issues from Cheshire East Council. It was noted that there were insufficient suitable sites in the village to use speed guns. The cost of a fixed Speed Indicator Device was in excess of £4,000, which was considered too high as this would cost over 50% of the Council's annual income.

There were suggestions for improved signage including highway markings. Councillors also noted other correspondence complaining about highways issues and the lack of wide pavements, which were again issues for Cheshire East Council.

The Parish Council would continue to campaign for improvements to the highway infrastructure and road safety but it was important that residents also expressed their concerns to Cheshire East Council.

**26/007 BOROUGH COUNCILLORS REPORT**

Not present

**26/008 HIGHWAYS MATTERS**

These had been discussed during the public participation session.

**26/009 BIODIVERSITY**

Cllr Dobson referred to the thank you from residents for the Council providing the housemartin boxes, and a number of these birds had been spotted in the village for the first time for many years. There had also been some wildflower seed scattering on verges.

**26/010 PUBLIC FOOTPATH NO.4 CHURCH MINSHULL**

With regards the meeting with Rights of Way officers at Cheshire East Council, it was agreed that Cllr Smith be the Parish Council’s representative.

**26/011 FINANCE REPORT**

1) Internal Audit Report

The Internal Audit report concluded that ‘On the basis of the internal audit work carried out, which was limited to the tests indicated in the report, in our view the council’s system of internal controls is in place, adequate for the purpose intended and effective.’ There were no recommendations as a robust set of accounting records have been maintained with a comprehensive audit trail to supporting information and all internal control objectives have been met. In addition, the council had provided comprehensive evidence for the aspects of Assertion 10 compliance reviewed by internal audit.

RESOLVED – that the internal audit report be approved.

2) Annual Governance Statement 2025/26

The Council considered the Annual Governance Statement, which outlined the governance requirements for the Council. The Internal Audit report had confirmed that the Parish Council had robust financial controls in place, therefore, the Council could identify that it was compliant with all requirements.

RESOLVED – That the Governance Statement be approved and signed by the Chairman and Clerk accordingly.

3) Accounting Statement 2025/26

The Accounting Statement 2025/26 and the Statement of Receipts and Payments and Balance Sheet for the period 1 April 2025 to 31 March 2026 were received by the Council. These detailed the Council’s income and expenditure during the financial year. The Council’s opening balance on 1 April 2025 was £4,783 and its closing balance on 31 March 2026 was £4,027.

RESOLVED – that the accounting statement for 2025/26 be approved and the Chairman be authorised to sign the Statement accordingly.

4) Exemption from Limited Assurance Review

As the Council’s income and expenditure were both less than £25,000, the Council could declare itself exempt from a limited assurance review by the external auditor. All of the relevant documentation still required completion and publication on the Council’s website.

RESOLVED – that the Council exempts itself from the requirement for the external auditor to undertake a limited assurance review.

5) Payments

RESOLVED – that the following payments be approved:

Payee	Reason	Total	VAT	Net
Pryce Jones	Website (monthly)	50.00		50.00
Mark Robinson	Salary (monthly) (amended)	174.97		174.97
Chalc	Affiliation	146.80		146.80
JDH Business Services	Internal Audit	344.40	57.40	287.00
Zurich Insurance	Insurance Policy	209.65		209.65

**26/012 DATE OF NEXT MEETING**

Tuesday, 07 July 2026 at St Bart's Church



**Finance Report – July 2026**

**1. Bank Reconciliation**

<b>Bank Reconciliation - As at 01 July 2026</b>			
		£	£
Balance as per bank statements	Unity Current	3,412.87	
	Unity Reserve	3,303.27	
<b>Net Balance</b>			<b>6,716.14</b>
Opening Balance			4,027.95
Income			4,294.22
Expenditure			1,606.03
			<b>6,716.14</b>

**2. Payments to be Authorised**

<b>Payee</b>	<b>Reason</b>	<b>Total</b>	<b>VAT</b>	<b>Net</b>
Mark Robinson	Salary (tax code change)	190.84		190.84
HMRC	PAYE Q1	377.85		377.85
ThenMedia	Website	856.80	142.80	714.00
Any invoices received prior to the meeting				

**3. End of Year Projection**

Opening Balance 26/27	4,027.95		
<b>Expected Income</b>		<b>Less</b>	
Precept	7,000.00	Projected Expenditure	10,318.29
Interest	70.00	Projected VAT expend	200.00
VAT refund	728.24		
Compact	1,150.00		
<b>Total</b>	<b>12,976.19</b>	Closing Balance	<b>2,457.90</b>

**4. Budgetary Analysis**

<b>Item</b>	<b>Budget 26/27</b>	<b>Spend</b>	<b>Variance</b>	<b>Projected Spend</b>	<b>Projected Variance</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Clerk's Salary	3,450.00	1,252.87	2,197.13	3,450.00	0.00
Expenses	60.00	0.00	60.00	0.00	60.00
Lengthsman	1,321.84	0.00	1,321.84	1,321.84	0.00
Insurance	225.00	209.65	15.35	209.65	15.35
Subscriptions	160.00	146.80	13.20	146.80	13.20
Training	60.00	0.00	60.00	60.00	0.00
Hall/Zoom	140.00	0.00	140.00	105.00	35.00
Audit	275.00	287.00	(12.00)	287.00	(12.00)
Donations	110.00	0.00	110.00	110.00	0.00
Village Improvements	2,000.00	0.00	2,000.00	2,000.00	0.00
ICO	47.00	0.00	47.00	47.00	0.00
Website and Emails	1,400.00	914.00	486.00	1,314.00	86.00
Banking	72.00	21.00	51.00	72.00	0.00
Defibrillator	1,095.00	0.00	1,095.00	1,095.00	0.00
Contingency	100.00	0.00	100.00	100.00	0.00
<b>Total</b>	<b>10,515.84</b>	<b>2,831.32</b>	<b>7,684.52</b>	<b>10,318.29</b>	<b>197.55</b>