

**Minutes of Tattenhall & District Parish Council
Annual or First Meeting
Held 5th May 2026 at the Barbour Institute.**

PRESENT

Councillors

Chairman – J. Kershaw

J. Bailey P. Black R. Carden C. Dzelzainis I. Keeping P. Kerr

L. Morris A. Scarratt R. Smith K. Williams B. Wilson

Clerk – Ann Wright

CW&C Cllr Mike Jones

Public – 13

Appointment of Chairman

RESOLVED 26/001 –That the Council appoint Cllr Kershaw as Chairman for the 2026-2027 year.

Appointment of Vice Chairmen

RESOLVED 26/002 –That the Council appoint Cllr Bailey and Cllr Matthews as Vice Chairmen for the 2026-2027 year.

Apologies

C. Elliott – Family commitment

N. Matthews – work commitment

Declaration of Interests

No interests were declared.

Councillor Vacancy

RESOLVED 26/003 –That the Council co-opt Richard Norris who signed the acceptance of office and joined the meeting.

Public Participation

Public Participation

A resident raised the possibility of moving public participation to the end of the meeting.

Minutes

RESOLVED 26/004 –That the Council approve the minutes of the meeting held on the 2nd March and the extraordinary meeting held on the 25th March 2026.

Neighbourhood Plan

1) Review Regulation 14 Responses & approve submission version of Modified Neighbourhood Plan.

It was reported that councillors had attended an informal briefing with ONH last week to understand the results of the consultation and recommended changes but had not made any decisions.

RESOLVED 26/005 –That the Council having reviewed the Regulation 14 report and updated modification proposal approve the submission version of the modified Tattenhall and District Neighbourhood Plan for submission to CW&C along with the supporting documentation to progress to the next stages of the Neighbourhood Plan making process.

It was noted that it is important to obtain an understanding of the timescales once the Plan has been submitted to CW&C and how the examiner is appointed.

2) Delegation of Power

RESOLVED 26/006 –That the Council agree delegate authority to the Clerk to make any further, necessary amendments which do not change the nature of the Plan, prior to submission, including grammar corrections, supporting text updates and typos in consultation with Cllr Keeping.

Annual Report

RESOLVED 26/007 –That the Council delegated authority to the Clerk in consultation with Councillors to agree the Annual Report to be published online and advertised on social media and through an abbreviated version in the Parish News.

Council Calendar

RESOLVED 26/008 –That the Council agree the calendar for 2026-2027.

Working Groups, Committees & Appointments

RESOLVED 26/009 –That the Council agree the following appointments, noting amendments can be made during the year:

Cheque Signatories	Pat Black, Jonny Kershaw, Andy Scarratt
Events inc. Christmas	Members to be agreed for each event.
Flooding Working Group	John Bailey, Iain Keeping, Jonny Kershaw, Annette Macdonald, Neil Matthews, CW&C Cllr Mike Jones, Bolesworth Estate.
MUGA & Green Gym	Richard Carden, Iain Keeping, Jonny Kershaw, Neil Matthews, Kirsty Williams. (plus public)
Neighbourhood Plan Review	Pat Black, Carol Dzelzainis, Iain Keeping , Neil Matthews, plus public members.
Open Spaces	Iain Keeping, Paul Kerr, Kirsty Williams.
Risk Assessments / Management Review	John Bailey, Iain Keeping , Lesley Morris, Robert Smith.
Play Area Inspections	Christine Elliott, Iain Keeping, Andy Scarratt, Robert Smith, Brent Wilson, Jonny Kershaw.

Lead Councillors	
Allotments	Andy Scarratt & Robert Smith
Finance	Andy Scarratt & Lesley Morris
Orchard	Andy Scarratt & Robert Smith
PROW	Paul Kerr
Staffing	Pat Black, Iain Keeping
Towpath	Paul Kerr
Youth	Paul Kerr & Richard Norris

Outside Bodies	
Barbour Institute	Carol Dzelzainis & Paul Kerr
Transition Tattenhall	Richard Carden

Planning

1) Planning Register

Councillors confirmed the planning register as circulated, pages 206 to 211.

It was reported that application 25/02070/FUL, Erection of 110 dwellings on land at Chester Road had been considered by the CW&C planning committee earlier today and after a lengthy debate the application had been deferred.

The Committee members had recognised the important of the Neighbourhood Plan and that the Community was seeking to allocate development sites in the Plan.

The application was deferred based on an unsuitable housing mix and it had been suggested the applicant should work with the Parish Council to agree a more suitable mix.

Other factors which were discussed included the impact on sewerage and discharge into the Brooks and then on to the River Dee, and visual impact at the entrance to the village.

It was agreed that the Parish Council would request a meeting with Welsh Water to discuss these concerns including CW&C Cllr Jones.

The significance of the brooks creating a boundary to Tattenhall had been highlighted in the planning officers report.

The impact of developments that are planned in the rural villages of Tattenhall, Malpas and Farndon on the A41 and in particular on pollution was discussed.

Councillors thank CW&C Cllr Jones, and Cllr Keeping for speaking at the Committee.

2) Planning Applications

The following applications had been circulated earlier today:

26/01155/LDC, Application for a Certificate of Lawfulness to regularise the existing use of land as a caravan park and recreational land ancillary to its use as a caravan park, Land Adjacent to Manor Farm Newton Lane Golborne Bellow Chester.

26/01007/FUL, Erection of rear dormer extension for loft conversion, 16 Edgecroft, Tattenhall, CH3 9LN

It was agreed Councillors would review the applications and the Clerk would submit comments under delegated powers.

3) Lead Planners

The following lead planners were noted until the July meeting, Cllrs Bailey, Black & Carden.

4) Enforcement matters

Councillors considered the response of CW&C enforcement team regarding the former railway line at Gatesheath, concern was raised that a licence may not have been obtained from the Environment Agency (EA) for the dumping of the waste.

RESOLVED 26/010 –That the Council contact EA and ask if a licence had been obtained.

Church Fete

It was noted the church fete is on Saturday 4th July unfortunately not enough Councillors were available to have a stall.

The Council had been asked if it would like a stall at Green Beats Festival on the Saturday and Sunday 13 and 14th June, the focus of the event is sustainable living. It was agreed Councillors would have a stall at this event.

Speed Indicator Device (SID)

It was reported Cheshire Police and CW&C have confirmed various locations for the positioning of the SID, it is expected once Tarporley's location have also been agreed we can

proceed with the purchase of the SIDs taking advantage of the discount.
It was noted the SID must have bluetooth capacity.

It was agreed the results of the SID would be publicised as well as forwarded to the Police and CW&C Highways.

Delegation of Powers

1) Planning Observations

RESOLVED 20/011 –That the Council delegate authority to the Clerk to submit planning observations in consultation with councillors.

2) Payments between meetings

RESOLVED 20/012 –That the Council delegate authority to the Clerk to make payments between meeting following approval by a minimum of 2 cheque signatories.

Risk Assessment

RESOLVED 20/013 –That the Council agree the risk assessments as circulated with updated relating to backing up of data and data compliance.

Financial Audit (AGAR) 2025-2026

1) Year End Accounts

RESOLVED 26/014 –That the Council approve the year end accounts and back reconciliation page 25 of the cash book including the following payments:

HMRC	PAYE/NI - December Salary	230.26
Groundwork & Leisure	Swing repairs	342.00
Ensign Flag Ltd	Union Flag	162.00
Unity Bank	Bank charge	6.00
Barbour Institute	Room Hire - February	43.05
T & A McGrath	REIM: Memorial Plants & Roses	41.62
Unity Bank	Bank charge	7.00

2) Audit Summary & Asset Register 2025-2026

RESOLVED 26/015 – That the Council agree the audit summary including the asset register as circulated, pages 26 to 30 of the cash book.

2) Internal Audit Report

RESOLVED 26/016 – That the Council note the internal audit report page 31 of the Cash Book.

3) Annual Governance Statement 2025-2026

RESOLVED 26/017 – That the Council confirm it answers yes to all questions on the Annual Governance Statement 2025-2026 page 32 of the Cash Book except question 9 which is not applicable.

4) Accounting Statements 2025-2026

RESOLVED 26/018 – That the Council agree the Accounting Statements 2025-2026 page 33 of the Cash Book.

Accounts & Payments

1) Accounts & Payments

RESOLVED 26/019–That the Council approve the accounts, payments and bank reconciliation as circulated, page 34 of the Cashbook including the following payments:

A. Wright	Salary - March	1241.69
PJ Hellmers Ltd	Grounds Maintenance	1134.05
PJ Hellmers Ltd	Tree Works	600.00
Barbour Institute	Room Hire - March	145.98
SSE	Memorial Power	136.24
Water+	Allotments Water	3.58
Playdale	Play equip 50% deposit	26831.57
Nest	Pension contribution - March	92.81
SSE	Memorial Power	287.00
Cumbria Clock Company	Church clock service	288.00
HMRC	PAYE/NI - February	230.26
PJ Hellmers Ltd	Grounds Maintenance	1134.05
HMRC	PAYE/NI - March	230.26

2) Additional Invoices

RESOLVED 26/020 – That the Council approve the following payments:

A. Wright	Salary – April	1214.69
HMRC	Paye/NI – April	230.26
Nest	Pension contribution - April	92.81
A. WRIGHT	REIM: Zoom, Cloudnext & Park Rent	87.33
ONH	Neighbourhood Plan	2926.80
SHIRES	Payroll – April – Oct 2026	21.00

RESOLVED 26/021 – That the Council agree a budget of up to £30 for planters to be positioned on the High Street which are made partly from plastic from the blister packs.

3) Insurance

RESOLVED 26/022 – That the Council payment of year 2 of the 3 year deal with Clear Councils for insurance, £902.87.

4) Regular Payments

RESOLVED 26/023 – That the Council agree in advance the following regular direct debit payments:

Nest - pension contributions (monthly)

SSE – Memorial power (monthly)

Waterplus – Allotments water (monthly)

Sanctuary – Garage Rental (monthly)

Information Commissioners Office – data registration (annual)

It was agreed to work with the Barbour Institute

Towpath Project

The Council noted the notes of the meeting held on the 21st April from page 7 of the Minutes. It was noted that full designs had now been produced to improve the towpath from the A41 at Great Broughton/Christleton through to Beeston. The Canal and River Trust is now producing a costing for the project.

It was agreed to seek advice on how to access the towpath safely from Tattenhall Road and if anything can be put on the edge of the towpath for use in the dark particularly by cyclists.

Multiuse Games Area (MUGA) Project

It was reported that the Chairman and Clerk had met with representatives of the Sport Tattenhall regarding locating a MUGA on their land. A discussion took place regarding the benefits of locating the MUGA in a more central location in the village possibly on Glebe Meadow although that would require replacement of the lost land, it was suggested that in principle land next to the football pitch at the Flacca could be wilded and used to offset the loss of a section of Glebe Meadow. It was suggested a path could run through this area creating a walking route to the PROW. It was noted all discussions were in principle and no commitment was made.

It was noted the Clerk had contacted CW&C planning department to see if this would be an acceptable proposal. They had suggested the council takes part in pre-application discussion with CW&C for which there is charge and a 6 month + wait.

It was agreed the working group would meet to discuss the options in more detail.

It was agreed the Clerk should write to the CW&C S106 officer to highlight the desire for the MUGA and pump track in Tattenhall.

Tattenhall Business Alliance

It was agreed the Council would be happy to fund the Tattenhall Online website, however concerns was voiced about the Council's ability to create an effective local business ambassador.

The meeting closed at 8.40pm.

Ann Wright
06/05/2065.

Next scheduled Parish Council Meeting

Monday 6th July 2026 at 7.30pm
Billiard Room, Barbour Institute.

Towpath Meeting

Tuesday 21st April 2026 – via Teams.

PRESENT

Canal & River Trust – David George, Rebecca Mason.

Cheshire West & Chester Council – Cllr Mike Jones (Tattenhall Ward).

Christleton Parish Council – Cllr John Beckitt.

Tattenhall & District Parish Council – Cllr Paul Kerr, Ann Wright (Clerk).

Waverton Parish Council – Philip Morrey, David Robert (Footpath Warden).

Purpose of Meeting: To discuss scheme design work and next steps.

Towpath Designs

David George had produced 18 designs covering the towpath from the A41 road bridge number 122B, through to Beeston Brook Bridge number 107, 15km.

It was noted the design work is at a standard that it can be used for tendering and as such is more detailed than a concept design.

One of the project challenges is that some maintenance work is required on parts of the route which needs to be undertaken before the project can proceed. However, these works may not be a priority for the Trust. Some funders will cover the cost of these works while others will only want to fund the specific project. It was noted that the Trust has been successful in the past obtaining funding for this type of works.

Vegetation Clearance

It was raised that some parts of the towpath could be improved in the short term by clearing vegetation. Rebecca Mason confirmed overgrown vegetation can be reported to her for clearance noting that we are currently in the bird nesting season.

It was explained that once the towpath has been improved it will make vegetation clearance much easier as there will be a clear edge to the path.

It was confirmed before works take place the Trust's team will undertake an environmental appraisal.

Costings

It was agreed that the Trust will obtain a price for the whole 15km route in the first instance.

It was estimated the scheme would cost around £4m to complete.

Process

- Identify funding source
- Go through funding application process.
- Application assessment period (usually couple of months)
- Funding agreement signed.
- Trust will undertake mini tender process (noting they have 2 preferred contractors in the Northwest).

An example was given of a project in Doncaster where 2 agreements were agreed in October 2025, 1 on which is not yet available and the other is currently subject to negotiation. It is hoped the works will commence on this project in August 2026.

Rebecca Mason confirmed that she is in discussions with CW&C about active travel including this project as well as the new combined authority.

Peak Cluster

It was noted that the Peak Cluster project impacts the canal at Hargrave. It was noted this is on the radar and more information is required on the project and its timescales.

Waverton Pipe

It was noted that the pipe identified in Waverton near Egg Bridge is a drainage pipe from the school and village playing fields which was renewed by the Parish Council last year.

Active Travel Project

It was noted the project is an active travel project providing an off-road green travel route.

Next Steps

- Any questions relating to the designs to be emailed to David George. Responses will be shared with the whole group.
- Costing of whole scheme to be obtained from the Trust (expected to take a couple of weeks.)
- Consideration to be given to routes name, one suggestion is Ranulph Way after the 4th Earl of Chester.

Ann Wright
22/04/2026