

**Minutes of Duddon and Burton Parish Council Meeting held on Monday 20th July 2026
at Duddon, Clotton and District War Memorial Hall at 7.00pm**

PRESENT:

Cllr C Cummins
Cllr T Green
Cllr G Goulbourne - Chair
Cllr M Lightfoot

Members of the Public: 1
CLERK: Mrs T Ryall-Harvey

APOLOGIES FOR ABSENCE – Apologies were received and accepted from Cllr K Warburton.

DECLARATION OF PECUNIARY INTERESTS - No declarations were received.

PUBLIC PARTICIPATION – A resident representing the Duddon, Clotton and District War Memorial Hall attending the meeting and confirmed that the Solar Panels have now been installed on the Village Hall and they have now received the MPAN number from Sottish Power to enable British Gas to accept to receive an additional power the solar panel produce. It was reported that the Village Hall is holding it's AGM in early August following that there are a number of maintenance issues requiring attention then it was reported that the Treasurer intended to stand down from his position within six months of the AGM. The Parish Council hoped that the Memorial Hall committee would be able to find a suitable replacement to allow the facility to continue.

MINUTES OF THE MEETING

RESOLVED 26/016: That the minutes of the meeting held on 18th May 2026 be confirmed as a correct record and signed by the Chairman.

PARISH COUNCIL BUSINESS

Policies

RESOLVED 26/017: that all draft updated Financial Regulations be adopted with immediate effect.

Proposed SID and Bollards for A51

The Clerk reported that she had provided an update to the resident who was seeking funding for a SID and Bollards outside Duddon Primary School. The estimated costs had been shared with the resident, confirmation of Duddon and Burton Parish Council's contribution towards this had been provided. The resident had liaised with the Parent Teacher Association at the Primary School and unfortunately, they had confirmed they were not able to support this project. The Clerk and the resident had written to the Ward Councillors seeking funding and we were waiting on a response. The Clerk had written to United Utilities to see if they would help fund the project and was waiting on a response.

To move this project forward, the Clerk suggested that a Crowd Funding Project be applied for, subject to there being sufficient support from the community. The resident believed that there would be support and therefore the Clerk sought the Parish Council's comments on moving this project forward.

Website

The quote received in from JKE Websites was considered and it was **RESOLVED 26/018** to move forward and set up a .gov.uk website and commission JKE Websites to transfer the data over.

PLANNING

The council noted the Planning Register as circulated at the meeting, dated 13th July 2026.

It was noted that the following planning applications had received a determination since the last meeting:-
25/03494/FUL – The Old Bakery, Tarporley Road, Duddon, Chester CW6 0EW – Conversion and rebuilding of attached outbuilding into ancillary accommodation to include rooflights and flue - approved.

ACCOUNTS

Cashbook

RESOLVED 26/019: that the YTD Cashbook dated 13th July 2026 be approved and the Outturn against Budget be noted.

Bank Reconciliation

RESOLVED 26/020: that Cllr Lightfoot signs the Bank Reconciliation and Bank Statements.

Remembrance Sunday

RESOLVED 26/021: that 1 x Poppy Wreath for Remembrance Sunday in November 2026.

Payments for Approval.

RESOLVED 26/022: that the following income and expenses be approved:-

Income received since the last meeting for noting:				Gross Amount	Comment
27/05/2026	Int Compound			£17.75	Skiptons Interest
27/06/2026	Int Compound			£18.38	Skiptons Interest
09/06/2026	Interest (Gross)			£7.80	Bank Interest
09/07/2026	Interest (Gross)			£8.08	Bank Interest
Payments made since last meeting for noting:-					
Date	Payable to	Net Amount	VAT	Gross Amount	Comment
19/05/2026	Service Charge	£4.25	£0.00	£4.25	Monthly Bank Charges
19/06/2026	Service Charge	£4.25	£0.00	£4.25	Monthly Bank Charges
25/06/2026	Mrs T Ryall-Harvey	£286.44	£0.00	£286.44	Clerk's Salary Tax Month 3
29/06/2026	HMRC PAYE	£71.60	£0.00	£71.60	PAYE Tax Month 3
29/05/2026	PJ Hellmers Ltd	£412.00	£0.00	£82.40	Weed treatment around roads of Duddon
Payments not yet made for approval					
Payable to		Net Amount	VAT	Gross Amount	Comment
Mrs T Ryall-Harvey		£286.44	£0.00	£286.44	Clerk's Salary Tax Month 4
Mrs T Ryall-Harvey		£46.34	£0.00	£46.34	Clerk's Expenses
HMRC PAYE		£71.60	£0.00	£71.60	PAYE Tax Month 4
Service Charge		£4.25	£0.00	£4.25	Monthly Bank Charges for July

CORRESPONDENCE

Tarvin Educational Foundation – a brief update on the position of the Trustees of Tarvin Educational Foundation was provided to the Parish Council, to confirm that they would not be in a position to offer grants to students until March 2027.

Local Plan Update – June 2026 – Cheshire West and Chester Council (CWaC) circulated for the Parish Council's information an update on the Local Plan, this was noted at the meeting.

Neighbourhood Planning update – Cheshire West and Chester Council (CWaC) provided general information relating to Neighbourhood Planning including toolkits, maps of neighbourhood areas and details of progress with Neighbourhood Plans, they also reported that they were able to calculate indicative housing figures should Parish Council wish to look to update their Neighbourhood Plans.

PCC Police and Crime Plan Refresh Survey- it was noted that the Police & Crime Commissioner had undertaken a survey.

Bus Stop to Tarporley – it was reported that the confer hedge belonging to The Laurels required cutting back as it was overshadowing the bus shelter, a resident recently taking the bus nearly missed the bus, as he could not see the bus coming, and the bus driver could not see that there was anyone in the bus shelter. **ACTION:** Clerk to report the hedge to CWAC The Laurels (HW858745173) – also report property down hook lane, burton (HW858746522).

Hedge cutting - it was reported that the hedges on footpath Burton FP7 were overgrown and required cutting back. **ACTION:** Clerk undertook to report to CWaC (HW858748416).

Stones on village green – it was reported that on the village green in Burton, a resident had put decorative stones on the green to stop vehicles mounting the green, however the Parish Council had concerns about drivers damaging their vehicles if they need to pass on the green it was therefore agreed that the Clerk report this to CWaC. **ACTION:** Clerk to report stones on village green in Burton and request they be removed (HW858750393)

Chairman's Report

The Chairman highlighted to the meeting that there was currently 41 proposed houses to be built in Duddon that are still awaiting a decision on.

DATE OF NEXT MEETING

The next meeting of Duddon and Burton Parish Council would be held on Monday 28th September 2026 at 7.00pm in the Duddon Clotton and District Memorial Hall.

Meeting finished: 19.28

Signed:...



Dated: 28-9-26