

Delamere & Oakmere Parish Council Meeting

MINUTES OF THE PARISH COUNCIL MEETING OF DELAMERE AND OAKMERE PARISH COUNCIL HELD ON MONDAY 19TH JANUARY 2026 AT 7PM

Present: Councillor C Topping, Councillor A Bell, Councillor J Edwards (for part of the meeting), Councillor D Rutter, Councillor H Dillway-Nickson, Councillor R Tattersall, Councillor F Goodier and Cheshire West and Chester Ward Councillor T Lush.

Also, present Clerk, Mrs J Monks and two members of United Utilities for public speaking time and one member of the public.

1 Welcome and apologies for absence

The Chair of the Parish Council, Councillor D Rutter welcomed everyone to the Parish Council meeting. Councillor T Murray sent her apologies for the meeting.

2 Member's Code of Conduct and declarations of interest

There were no declarations of interest.

3 Public Speaking Time

Two representatives from United Utilities addressed the Parish Council with regards to the roadworks in the area. The road closure for Abbey Lane commenced from 20th January 2026 and would remain in force until July 2026. Official diversions will be in place for the duration of the works. The road closure for Norley is ongoing until the end of March. The closure for the Hatchmere crossroads is planned for the end of March for three months until June. Other road closures included Sadlers Road in Eaton and the renewal of the water main in Tarporley. The drop in sessions at Delamere Community center will continue for members of the public. The representatives from United Utilities confirmed that they will liaise with Kelsall Hill regarding the diversions.

No member of the public wished to speak at this point.

4 Minutes of the last Parish Council meeting

RESOLVED that;

The minutes of Delamere and Oakmere Parish Council on Monday 15th December 2025 were approved.

5 Progress Reports and Outstanding Items

Councillor D Rutter raised concerns regarding the work being undertaken at Fishpool Caravan site as planning permission was yet to be granted. The clerk was asked to report this to Planning Enforcement at Cheshire West and Chester Council for their attention.

The clerk confirmed that she had circulated the minutes from the meeting with Forest England on 10th November 2025.

The clerk received an email dated 12th January 2026 from Cheshire Police regarding a request for a quarterly meeting. The clerk was asked to reply and invite them to attend a Parish Council meeting.

Councillor D Rutter met with the Flood Management and Project Officer from Cheshire West and Chester Council with regards to essential urgent works required in Little Wood. Councillor D Rutter had made contact with Cheshire West and Chester's sub-contractors to establish a cost for the essential repairs needed to prevent the flooding in Little Wood.

RESOLVED that;

Under emergency powers of expenditure the amount of £250.00 plus VAT was approved for Cheshire West and Chester's sub-contractors to undertake essential emergency repairs in Little Wood.

Councillor D Rutter will ask the sub-contractor to supply an estimate of the work required so this could be considered at the next Parish Council meeting.

The clerk had received an email dated 16th January 2025 from the speed sign company requesting that the Parish Council transfer the connection to themselves. The clerk was asked to contact them and to confirm that the Parish Council wanted to transfer the connection to the new company.

6 Planning

The planning applications that had been received up to Monday 19th January 2026 were considered.

RESOLVED that;

- a) No objections were made to 25/03843/FUL, Single storey rear extension, single storey carport, general amendments to include windows, rooflights and solar panels. Oak Barn Farm Road Oakmere.
- b) No objections were made to 25/03925/PDQ. Conversion of barn into one dwelling. Barn At Fishpool Farm Fishpool Road Delamere.

- c) 25/01082/S73, Land Rear of The Gables Chester Road Oakmere Northwich CW8 2HB Proposal: Residential development of 5 dwellings -Variation of conditions 1 (approved plans), 13 (boundary treatment), 16 (Turning and Parking), 17 (hard and soft landscaping works) and 18 (Details of residential ancillary building) of planning permission 22/00325/S73. The Parish Council discussed the above planning application and have concerns regarding access especially for the refuge collection. This was a concern that was raised last time by the Parish Council and it would be appreciated if this concern could be addressed.
- d) No objections were made to 25/03944/PIP, Land At Waste Lane (Plot 1) Kelsall Tarporley Proposal: Erection of one dwelling with associated development (Plot 1).
- e) No objections were made to 25/03855/FUL, Abbeywood Estates Abbey Lane Delamere Northwich CW8 2HW New improved vehicular access from the A54 to serve forestry operations, replacing two existing access points.
- f) No objections were made to 25/03995/FUL, Applewood Mere Crescent Oakmere. Single storey side extension.
- g) No objections were made to 25/03957/S73, Abbeywood Estates Abbey Lane Oakmere. Change of use of land for siting of six glamping pods with associated paths and parking area. - Variation of condition 2 (approved plans) and condition 3 (materials) of planning application 24/03824/FUL- to change the type of accommodation from pods to yurts.

7 Finance

The clerk reported that the current bank balances were as follows and bank statements showing these amounts were presented and signed by the Chair.

Current Bank account balance is £8,154.32 as at 31st December 2025.

Savings account balance is £25,526.69 as at 31st December 2025.

Income received; £154.98 from the Ward Members budget for the dog bin, £47.88 interest and £246.00 advertising income. There is one outstanding invoice for £26.00.

No December 2025 debit card payments.

RESOLVED that;

January 2026 payments are as follows;

Joanne Monks	Pay for Jan	607.91		607.91
Cheshire Pension Fund	Pension contributions for Jan	217.13		217.13
Joanne Monks	Clerk Expenses Jan	32.30		32.30
Simply signs	Posters	125.30	25.06	150.36

8 Budget review for 2025/2026

Income received for the period 1st April 2025 to 31st December 2025 was as follows;

	Budget	Actual (to 31.12.25)	Budget Balance
Precept	17520	17520.00	0.00
Advertising Income	1500	1529.00	-29.00
other	287	9080.96	8793.96
VAT reclaimed	690	702.88	-12.88
Community Infrastructure levy payment	0	7386.58	7386.58
Scottish Power	15	14.59	0.41
Total	20012	36234.01	

The other income received is broken down as follows;

Interest £526.69

CWAC Ward Members grants (summer event and dog bin) £467.48

Refund from defib pads (not in stock) £140.28

Xmas donations £650.00

Tarmac grant for Little Wood £7296.51

Total of other income is £9080.96.

Expenditure for the period 1st April 2025 to 31st December 2025 was as follows;

Payments	Budget 2025/2026	Actual (to 31.12.25)	Budget Balance
Clerk's salary inc HMRC and Pension	12000	9315.92	2684.08
Clerk expenses	400	300.95	99.05
Room Hire	300	137.50	162.50
Printing of Newsletter	1500	1480.16	19.84
Cheshire Assoc of Local Councils subs	520	518.31	1.69
Footpath Society subs	8	8.00	0.00
Insurance	300	300.00	0.00
Training	100	40.00	60.00
Website & email	100	70.83	29.17
Contingencies	500	8164.62	-7664.62
Payroll Services	350	358.50	-8.50
Community Engagement	1000	0.00	1000.00
CWAC dog bin charge	364	0.00	364.00
Donations	1500	0.00	1500.00
Data Protection fee	50	52.00	-2.00
Cheshire Community Action subs	20	20.00	0.00
Contingencies (ER)		154.99	-154.99
Community Infrastructure Levy (ER)		3103.00	-3103.00
Xmas Fund (ER)	1000.00	1031.50	-31.50
Net Payments	20012.00	25056.28	-5044.28
VAT		2249.39	
Total Payments	20012.00	27305.67	

Breakdown of the Contingencies budget payments is as follows;

replacement defibrator pads	63.95
postage to Fiona Goodier	2.40
DJ for summer event	200.00
games hire for summer event	179.00
defibrillator pads	52.95
External audit fee	210.00
Little Wood boardwalk repairs	7,245.00
Ink	11.32

The two payments for the defibrillator pads were taken from this budget as they were subsequently refunded as they were not in stock.

The DJ and games for the summer event were taken from the contingencies budget, but they were covered by the CWAC Ward Members grant.

The Little Wood boardwalk repairs again were covered by a grant from Tarmac.

RESOLVED that;

The income and expenditure for the period 1st April 2025 to 31st December 2025 was accepted by the Parish Council.

9 Review of Ear-marked reserves

Ear-Marked Reserves	Budget 2025/2026	Utilised Reserve	Reserve carried forward
Contingencies (ER)	2283.89	154.99	2128.90
New Homes Bonus Fund (ER)	13285.59	0.00	13285.59
Community Infrastructure Levy (ER)	8334.31	3103.00	5231.31
Xmas Fund (ER)	848.88	1031.50	-182.62
Total	24752.67	4289.49	20463.18

The contingency's earmarked reserve was used for the purchase of a dog bin, £154.99. This was funded by Cheshire West and Chester Council Ward members budget from Cheshire West and Cheshire Ward Councillor T Cooper.

The breakdown of the funds taken from the Community Infrastructure Levy earmarked reserve are as follows;

work in Little Wood	1,000.00
Bench	370.00
Hi Viz vests and First Aid kit	29.20
defibrillator pads	132.00
Hi Viz vests	15.72
Banner for Summer event	69.00
Frith Avenue tree felling	960.00
Laptop	499.17
replacement batteries for defib	27.91

The breakdown of the funds taken from the Xmas fund earmarked reserve are as follows;

Refund for Xmas decorations and sweets	51.50
Xmas lights installation	980.00

RESOLVED that;

The earmarked reserves were noted as at 31st December 2025.

10 Membership of Cheshire Association of Local Councils for 2026/2027

RESOLVED that;

The Parish Council would not join Cheshire Association of Local Councils at the cost of up to £550.00 for the financial year 2026/2027.

11 Budget for 2026/2027

RESOLVED that;

The budget for 2026/2027 was set as follows;

Income	
Precept	18460
Advertising Income	1500
Other	800
VAT reclaimed	2216
Scottish Power	15
Total Income	22991
Payments	
Clerk's salary inc HMRC and Pension	12900
Clerk expenses	450
Room Hire	300
Printing of Newsletter	1700
Footpath Society subs	8
Insurance	350
Training	100
Website & email	100
Contingencies	2733
Payroll Services	400
Community Engagement	500
CWAC dog bin charge	370
Donations	1500
Data Protection fee	60
Cheshire Community Action subs	20
Xmas	1500
Total Payments	22991

12 Precept for 2026/2027

The clerk had circulated details of the precept calculations supplied by Cheshire West and Chester Councils, history of the precept amounts for the Parish Council and a proposed precept for 2026/2027 with a variety of increases.

RESOLVED that;

The Precept amount for 2026/2027 was set at £18,460 which would be a Band D payable of £22.07 and a 5% increase.

13 Concert survey

Councillor C Topping had circulated two versions of a residents questionnaire for consideration.

RESOLVED that;

The Parish Council would go ahead with a concert survey to be issued after the concerts in June via the newsletter.

Councillor C Topping will finalise the questions. The clerk was asked to contact Norley Parish Council to let them know that the Parish Council will be issuing a survey for residents of the Parish.

The clerk was asked to draft a letter to Forest England regarding the concerts for June 2026.

14 Christmas

RESOLVED that;

An event would be organised next year, either separate to the church or in conjunction with Delamere community centre.

Councillor F Goodier raised an idea regarding sponsoring the Christmas baubles in order to raise funds to cover the cost of the tree and the fitting of the lights.

15 Bus stop benches

Councillor R Tattersall reported that there were twelve official bus stops in the Parish and he had contact the bus company requesting numbers of people using the bus stops but he had not received any response.

Councillor R Tattersall will contact the caravan park adjacent to the A556 to ask for the number of people from that site that used the bus stop. The clerk was asked to put this as an agenda item for the next Parish Council meeting.

16 Village signage

The clerk confirmed that the village signage that was installed by Cheshire West and Chester Council in 2024 had been £600 including installation.

RESOLVED that;

The Parish Council would go ahead with another sign for the Parish with the costs of up to £800 plus VAT approved.

The proposed sign would be located on Chester Road near to the traffic lights.

The clerk was asked to contact the Highways Department of Cheshire West and Chester Council to install on behalf of the Parish Council.

17 Summer Event

Different venues were discussed and Councillor D Rutter will consult with a resident regarding the possibility of an event in June.

18 Donations

RESOLVED that;

The following donations were made;

Northwest Air Ambulance	220.00
St Peters Church	700.00
Oakmere Cricket Club	125.00

19 Eddisbury Hill fort

Councillor A Bell raised the issue as the site was neglected and it was an at risk heritage site and parts of the Hill fort were eroding.

RESOLVED that;

The clerk was asked to contact the Sandstone Trust asking for repair work to be undertaken and the Public Rights of Way Officer regarding the path erosion.

20 Grit bins

Councillor R Tattersall raised issues with the grit bins on Eddisbury Hill. Both the grit bin at the bottom and on the middle of the hill need refilling by Cheshire West and Chester Council. The clerk will report this for the attention of Cheshire West and Chester Council.

Councillor R Tattersall reported that the grit bin at the top of Eddisbury Hill had gone missing. The clerk will report this for the attention of Cheshire West and Chester Council.

RESOLVED that;

The expenditure of up to £500 plus VAT was approved for the purchase of grit for the grit bins.

Councillor D Rutter confirmed that residents of Eddisbury Hill can leave their cars in the car park of the community centre if they are unable to get up due to snow and ice.

21 Update from Cheshire West and Chester Councillors

Cheshire West and Chester Ward Councillor T Lush reported that there is new national guidance regarding house building particularly around train stations and this may be of concern to the Parish Council with regards to new housing developments in the Parish. Cheshire West and Chester Ward Councillor T Lush will ask the Head of Planning of Cheshire West and Chester Council to attend a Parish Council meeting so he can address the concerns of the Parish Council.

Councillor C Topping also requested the clerk to ask for a meeting with the Head of Planning of Cheshire West and Chester Council.

22 Councillor's report and future agenda items

Several Parish Councillor raised issues with regards to the event in the forest on Christmas day. The clerk was asked to draft a letter to be sent to Forest England regarding the concerns as it was a big event but no car parks or toilets were open to members of the public.

Councillor A Bell asked if membership of the train steering group could be put as an agenda item for the next Parish Council meeting.

Councillor F Goodier asked if the plaque at Little Wood could be put on the agenda for the next Parish Council meeting.

Councillor F Goodier asked if the Highway Heros scheme could be put on the agenda for the next Parish Council meeting. Councillor F Goodier confirmed that she will collect the posters which were undertaken by Delamere school from the printers and the location of the posters will be discussed at the next meeting.

Councillor R Tattersall gave his apology for the next meeting as he was unable to attend.

Councillor C Topping nominated Councillor D Rutter for tickets for the garden party at Buckingham Palace from Cheshire Association of Local Councils.

23 Date and time of next meeting

The next Parish Council meeting is Monday 16th February 2026 at 7pm at Delamere Community Centre.

Chair signature.....Dated.....