Delamere & Oakmere Parish Council Meeting

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

Present: Councillor D Rutter, Councillor A Bell, Councillor C Topping, Councillor J Edwards, Councillor R Tattersall, Councillor F Goodier and Councillor T Murphy.

1 Welcome and apologies for absence

The Chair of the Parish Council, Councillor D Rutter welcomed everyone to the Parish Council meeting. Councillor H Dilliway-Nickson sent her apologies for the meeting. Cheshire West and Chester Ward Councillor T Lush and Cheshire West and Chester Ward Councillor T Cooper sent their apologies for the meeting.

2 Member's Code of Conduct and declarations of interest

Councillor D Rutter declared an interest in relation to 26/03003/FUL, Agricultural workers dwelling (Including retention of the temporary dwelling for 3 years during construction) Land At Primrose View Chester Road Delamere.

Councillor J Edwards declared an interest in relation to the Delamere Concerts.

3 Public Speaking Time

A member of the public addressed the Parish Council regarding the lack of mobile phone signal during the Delamere concerts and expressed concern that local residents would not be able to contact the emergency services during these periods, as many residents no longer had a landline. Councillor C Topping advised that she would add this as an issue for discussion with Forest England regarding the concerts.

4 Minutes of the last Parish Council meeting

RESOLVED that;

The minutes of Delamere and Oakmere Parish Council held on Monday 21st September 2026 were approved.

5 Progress Reports and Outstanding Items

The clerk had circulated the results of the traffic survey purchased by United Utilities for Eddisbury Hill.

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The clerk thanked Councillor F Goodier and Councillor A Bell for authorising the bank transfer. The funds will be deposited into the current account on 6 January 2027.

The clerk had followed up the request for a replacement bench opposite Eddisbury Hill Farm with Forest England, and they confirmed that they hoped to install it before Christmas.

6 Planning

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

Councillor D Rutter declared an interest in relation to 26/03003/FUL, Agricultural workers dwelling (Including retention of the temporary dwelling for 3 years during construction) Land At Primrose View Chester Road Delamere.

RESOLVED that;

(a) No objections were made to 26/02871/FUL , Summertrees Farm Tirley Lane Utkinton Tarporley CW6 0PF Detached Oak Framed Car Port.
(b) No objections were made to 26/03003/FUL, Agricultural workers dwelling (Including retention of the temporary dwelling for 3 years during construction) Land At Primrose View Chester Road Delamere.
(c) No objections were made to 26/03037/FUL, Delamere Lake Sailing and Holiday Park Chester Road Oakmere, Change of use for the location of a play area and installation of play equipment.

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 was £7,033.69 as at 30th September 2026.

Savings account balance was £36,111.72 as at 30th September 2026.

Income received; £80.46 interest and £158.00 newsletter invoices.

RESOLVED that;

September 2026 debit card payments are as follows;

Cheshire West and Chester Council	Temp events licence for Xmas event	21.00
Information Commissioners Office	Data protection fee	52.00

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October 2026 payments are as follows;

Joanne Monks	Pay for Oct	747.87
Cheshire Pension Fund	Pension contributions for Oct	257.23
Joanne Monks	Clerk Expenses Oct	49.39
PKF Littlejohn LLP	External Audit fee	210.00

8 Review of budget

RESOLVED that;

The budget review was as follows;

Receipts			
	Budget	**Actual (01.04.26 to 30.09.26)**	**Balance**
Precept	18460	18460.00	0.00
Advertising Income	1500	1283.00	217.00
other	800	1841.44	-1041.44
VAT reclaimed	2216	2291.99	-75.99
Community Infrastructure levy payment	0	0.00	0.00
Scottish Power	15	0.00	15.00
Total Receipts	22991	23876.43	22991.00

The breakdown of the ‘other’ income was as follows:

Interest from the savings account £413.44; donations for benches and the Christmas event totalled £1,428.00.

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Payments	Budget 2026/2027	Actual (01.04.26 to 30.09.26)	Budget Balance
Clerk's salary inc HMRC and Pension	12900	6162.36	6737.64
Clerk expenses	450	194.50	255.50
Room Hire	300	143.75	156.25
Printing of Newsletter	1700	1085.16	614.84
Footpath Society subs	8	8.00	0.00
Insurance	350	300.00	50.00
Training	100	25.00	75.00
Website & email	100	50.00	50.00
Contingencies	2733	308.50	2424.50
Payroll Services	400	389.50	10.50
Community Engagement	500	0.00	500.00
CWAC dog bin charge	370	0.00	370.00
Donations	1500	0.00	1500.00
Data Protection fee	60	0.00	60.00
Cheshire Community Action subs	20	0.00	20.00
Contingencies (ER)		333.00	-333.00
Community Infrastructure Levy (ER)		519.95	-519.95
Net Payments	22991.00	9519.72	13471.28
VAT		211.78	
Total Payments		9731.50	

Breakdown of the contingency expenditure is as follows;

Fiona Goodier	Highway Heroes breakfast	38.70
Cartridge people	ink	32.40
Fiona Goodier	Highway Heroes breakfast	87.15
Fiona Goodier	Highway Heroes breakfast	52.25
Rex Tattersall	Gift voucher for questionnaire	25.00
Cheshire West and Chester Council	Temp events licence for Xmas event	21.00
Information Commissioners Office	Data protection fee	52.00
	Total	**308.50**

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9 Review of earmarked reserves

RESOLVED that;

The reserves were earmarked as follows;

Ear-Marked Reserves	Budget 2026/2027	Utilised Reserve	Reserve carried forward
Contingencies (ER)	1822.84	333.00	1489.84
New Homes Bonus Fund (ER)	13285.59	0.00	13285.59
Community Infrastructure Levy (ER)	12,420.09	519.95	11900.14
Xmas Fund (ER)	467.38	0.00	467.38
Total	27995.90	852.95	27142.95

Breakdown of the Contingencies (ER) earmarked reserves is as follows;

NBB recycle	Benches for bus stops	333.00

Payment was taken from this budget as the funds for these benches were donated.

Breakdown of the Community Infrastructure Levy earmarked reserves was as follows:

Simply signs	banner for highway heroes	49.00
CWAC	Street licence for bench	266.00
NBB recycle	bench for bus stop at Waste Lane	204.95
	Total	**519.95**

Please note that £467.38 was the surplus from the Xmas fund last year.

10 Forest England meeting and concert feedback

Councillor J Edwards declared an interest in relation to the Delamere Concerts.

Councillor C Topping and Councillor T Murphy had attended a meeting with Forest England on Monday 28th September and reported on several issues, including the former bike hire building being put out for public tender and a replacement bench for Old Pale Heights. Forest England had also agreed to donate some bulbs to the Parish Council,and a new drama series would shortly be filmed in the forest. The next meeting would take place on Monday 15 March 2027.

A meeting regarding the Forest Concerts had been arranged for Monday 26th October at 2pm. Councillor C Topping circulated the results of the residents' survey and a copy of the PowerPoint presentation to be shared with Forest England.

The clerk was asked to contact other Parish Councils to see if they received any financial contribution in lieu of concerts elsewhere.

11 Christmas

Councillor D Rutter reported that he had spoken to the new Head of Delamere Academy and they will run a Christmas card competition with the winner being the person to switch on the lights.

RESOLVED that;

The expenditure of up to £90 was approved for prizes for the Christmas card competition, this being £15 for six classes. The age groups and classes will be confirmed at the next Parish Council meeting.

Councillor D Rutter also confirmed that the school choir will sing at the event.

Councillor D Rutter was unsure if the Parish Council had a spare set of Christmas lights for the tree. The clerk will liaise with the contractor regarding this.

RESOLVED that;

The expenditure of up to £300 was approved for an additional set of lights if required.

Councillor F Goodier stated that she had arranged for up to 20 stalls for the event and that the Community centre may have collection buckets for donations.

RESOLVED that;

The Parish Council would not ask local businesses for a financial contribution towards the event. The clerk was asked to invite local businesses, the local PCSO, the local MP and Ward Councillors to the event.

The event will be advertised in the next edition of the newsletter and the clerk will put a copy of the poster on the website.

RESOLVED that;

The expenditure of up to £50.00 plus VAT was approved for laminating pouches for A3 posters for the event. Councillor T Murphy will print the posters and Councillor C Topping will laminate.

RESOLVED that;

The expenditure of up to £500.00 plus VAT was approved for an A1 display board and for the printing of A1 posters to advertise Parish Council events.

The clerk confirmed that the temporary events licence had been granted from Cheshire West and Chester Council for the Christmas event.

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12 Litter bins

The clerk was asked to liaise with Cheshire West and Chester Council to arrange a meeting regarding this.

13 Little Wood

RESOLVED that;

The clerk was asked to contact the contractor to query the dates on the invoices and ask for invoices for 2026 so they could be considered by the Parish Council. The clerk was also requested to ask the contractor to provide estimates for any future work.

Any payment of the invoices will be discussed at the next Parish Council meeting.

Councillor D Rutter reported that a local business may be able to donate some funds towards the work in Little Wood.

Councillor D Rutter reported that the school may have organised trips for the children to Little Wood and that any visit would be covered under their insurance.

14 Benches

Two of the benches have been installed and the third bench has been made but requires fitting.

RESOLVED that;

The expenditure of up to £100 plus VAT was approved for the purchase of fittings for the benches.

15 Highway Heroes

The clerk was asked to contact Cheshire West and Chester Council and request 20 litter picking kits for events.

The clerk was asked to contact Cheshire West and Chester Council as there were four bags to be collected from the August Highway Heroes event.

16 Future events/Community award

This item was deferred until the next Parish Council meeting.

17 United Utilities Community Investment Fund

Several ideas for funding projects were discussed, including new benches, the installation of village signage, improvements for Frith Avenue and Little Wood. The clerk was asked to contact United Utilities and make enquiries on how the Parish Council could apply for funding.

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18 Newsletter

RESOLVED that;

The expenditure of up to £700 plus VAT was approved for the printing of the newsletter. The next edition was due out in mid-November.

Councillor A Bell reported that the Parish Council had received a payment of £25.00 from a local business on 5th October 2026. The payment will be used as part payment towards their advert in the next edition of the newsletter.

19 Councillor's report and future agenda items

The clerk was asked to submit a request to Cheshire West and Chester Council for them to undertake road sweeping on the A556 and to clear the footpath as it is too narrow.

The clerk was asked to contact Northwich Town Council to see if they can provide a quote for road sweeping.

Councillor A Bell reported that there were ongoing issues with delays to trains from Delamere Station. The clerk would follow up with the Mid-Cheshire Railway Association regarding the complaint about cancellations.

20 Date and time of next meeting

The next Parish Council meeting is Monday 16th November 2026 at 7pm.

Chair signature……..Dated…….

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