**MOLLINGTON PARISH COUNCIL**

Email: clerk@mollington-pc.org.uk 11th January 2024

Website: [www.mollington-pc.org.uk](http://www.mollington-pc.org.uk)

Dear Councillor

You are hereby summoned to attend the **ORDINARY MEETING** of Mollington Parish Council to be held on **Thursday, 18th January 2024 at 7.30 pm at St. Oswald’s Primary School, Mollington,** where the undermentioned business is to be transacted.

Yours faithfully

**M Clough**

Mrs M Clough

Parish Clerk and Responsible Financial Officer

**AGENDA**

1. **APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

1. **DECLARATIONS OF INTEREST**

To receive any declarations of interest from Members of the Parish Council.

1. **CHESHIRE WEST AND CHESTER BUS SERVICES**

Ms Kristy Littler, Cheshire West and Chester Transport Manager (Transport and Infrastructure), to attend the meeting to provide information on the provision of public transport in the parish, specifically relating to bus services and also the Cheshire West and Chester Local Transport Plan.

1. **PUBLIC FORUM**

Members of the public to be given an opportunity to raise any matters of interest with the Parish Council.

1. **MINUTES**

The Minutes of the proceedings of the Meeting of the Parish Council held on 23rd November 2023 to be approved as a correct record and signed by the Chair of the Parish Council (or other person presiding). Minutes attached.

1. **FINANCE**
2. **Approval of Payments**

To retrospectively approve the payments detailed in the table below made since the last meeting, and to approve the appropriate monthly payments for January 2024:-

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Payee/Payer** | **Purpose** | **Sum Paid £** | **Account Balance £** |
| 20/11/2023 | Clerk P Wells | Clerk Salary - November | £217.21 | £16510.04 |
| 28/11/2023 | David E Wells | Reimbursement for Poppy Wreath | £31.48 | £16365.20 |
| 28/11/2023 | Amenity Cleaner | Salary - November | £113.36 | £16396.68 |
| 18/12/2023 | Outgoing Clerk P Wells | Final Salary - December | £217.21 | £15030.64 |
| 18/12/2023 | Public Works Loan | Repayment | £1117.35 | £15247.85 |
| 21/12/2023 | Clerk M Clough | Reimbursement New Laptop | £298.99 | £14671.66 |
| 21/12/2023 | Clerk M Clough | Reimbursement Microsoft 365 | £59.99 | £14970.65 |
| 28/12/2023 | Amenity Cleaner  | Salary - December | £113.36 | £14558.30 |
| 31/12/2023 | Unity Bank | Service Charge | £18 | £14540.30 |
| 02/01/2024 | Clerk M Clough | First Salary - December | £210.91 | £14329.39 |

1. **Bank Reconciliation**

To receive the Bank Reconciliation below as at 2nd January 2024:-

|  |  |
| --- | --- |
| **Bank Reconciliation 11 September 2023** |  |
| **MOLLINGTON PARISH COUNCIL** |  |
| **Financial year ending 31 March 2024** |  |
|  |  |
| Prepared by: Muna Clough, Parish Clerk & RFO |  |
|  |  |
| Balance per bank statements as at 2nd January 2024 |  £  |
| Current Account (20267771) |  £14,329.39  |
|  |  |
| Less: any unpresented cheques | None |
|  |  |
| Add: any unbanked cash | None |
|  |  |
| **Net bank balances as at 2nd January 2024** | **£14,329.39** |
| **The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows** |  |
| **CASH BOOK** |  |
|  |  |
| Opening Balance |  £11,783.63  |
| Add: Receipts in the year |  £14,650.00  |
| Less: Payments in the year |  £12,104.24  |
| **Closing balance per cash book [receipts and payments book] must equal net bank balances above** |  **£14,329.39**  |

1. **Website Training**

To approve the Clerk to attend training on updating the Parish Council Website.

1. **BUDGET AND PRECEPT 2024-2025**

To consider the Parish Council Precept for 2024-2025, based on actual and forecasted expenditure. (Report circulated)

1. **PLANNING**

The Parish Council to consider the following planning matter/s:-

* **New Planning Application**
1. Ref No: 23/03824/FUL Warren Farm Townfield Lane Mollington Chester CH1 6LB. Proposed agricultural building and associated works.
2. Ref No: 23/03953/FUL Warren Chase Townfield Lane Mollington Chester CH1 6LB.

Two storey rear extension, part two storey, part single storey side extension, single storey front extension and render

1. Battery Storage Pre-Planning Stage. To discuss this matter in more detail.
* **Ongoing Planning Application/s**
1. Ref No: 23/03107/FUL Land at Glebe Farm, Mollington, Chester.

Conversion of former stable, hayloft and workshop into two dwellinghouses to be used as holiday lets. (Awaiting decision)

1. Ref No: 23/03105/DIS The Elms Farmhouse, Townfield Lane, Mollington, Chester. CH1 6NH

Discharge of conditions 3 (Materials), 4 (Parking), 5 (Cycle Parking) and 6 (Hard and soft Landscaping) of 19/00308/FUL. (Awaiting decision)

1. Ref No: 23/03442/DIS Warren Farm, Townfield Lane, Mollington, Chester. CH1 6LB

Discharge of conditions 12 (hard and soft landscaping), 13 (drainage) and 15 (construction management plan) of planning permission 20/04324/FUL. (Awaiting decision)

1. Ref No: 23/03569/PMA CSS House, Parkgate Road, Mollington, Chester. CH1 6NQ

Conversion of office to single dwelling house. (Awaiting decision)

**Decisions Made**

1. Ref No: 23/01702/LDC Warren Chase Townfield Lane Mollington

 Application for lawful development certificate for existing use as a residential dwelling (C3) without compliance with occupancy condition 4 of planning consent 6/6299 for a continuous period for more than 10 years. Approved on 28 November 2023

1. **HIGHWAYS AND PUBLIC RIGHTS OF WAY**

The Chair to update the Members on matters relating to the Parish Highways and Public Rights of Way.

1. **CHESHIRE WEST AND CHESTER LOCAL TRANSPORT PLAN 4**

Consultation documents refer.

1. **PARISH COUNCIL WEBSITE AND EMAIL**

To receive an update from the Chair of the Parish Council.

1. **NEWSLETTER**

To receive an update from the Chair of the Parish Council.

1. **CORRESPONDENCE**

The Chair and Clerk to report on any correspondence received.

1. **WARD COUNCILLOR’S BRIEFING**

To receive an update from Councillor Eardley on matters pertaining to the Parish.

1. **URGENT ITEMS**

To consider any other items which the Chair of Council Business (or other person presiding) is of the opinion shall be considered as a matter of urgency.

1. **DATE OF NEXT MEETING**

To note that the next meeting of the Parish Council will be held on Thursday, 21st March 2024 at 7.30 pm at St. Oswald’s Primary School.