

# ROWTON PARISH COUNCIL EXTRAORDINARY MEETING

**24<sup>th</sup> July 2025**

**Commenced: 7.20 pm**

**Terminated: 7.55 pm**

**Present:** Councillor Smythe (Chair)  
Councillors Fildes, Harrison, Hopwood and Shannon

## 1. APOLOGIES FOR ABSENCE

All Members of the Parish Council were present.

For record purposes, in the absence of the Clerk, the Chair took the Minutes.

## 2. MINUTES

The Minutes of the Meeting of the Parish Council held on 22<sup>nd</sup> May 2025, were approved but not signed as printed copy was unavailable

### 3. APPOINTMENT OF CLERK AND RESPONSIBLE FINANCIAL OFFICER RESOLVED

**The appointment of Mrs Muna Clough, as the new Clerk and Responsible Financial Officer, from Monday, 14th July 2025, on a starting salary of SCP. 17 (£15.58 per hour), be approved. This decision was unanimous.**

#### 4. CHESTER GREENBELT ALLIANCE

Following a discussion, Councillors acknowledged the following matters:-

- the need for additional housing particularly for the future prospects of young people growing up in the area;
- the complexity of issues involved;
- the need for impact to infrastructure and services to be taken into account when planning decisions are made and;
- the desire of the council to ensure that our voice was amplified to CWAC and other planning entities through a larger coalition.

**RESOLVED**

- (i) The Parish Council would be actively involved in Chester Greenbelt Alliance and would be represented by Councillors Hopwood & Fildes. Councillor Smythe to step back from his temporary position of Parish Council representative due to time constraints.
- (ii) The representatives would report back to the Parish Council through a designated item on all future Agendas.
- (iii) The Parish Council is happy to financially contribute to the engagement of a suitable consultant.
- (iv) There is insufficient clarity on the potential financial commitment that Chester Greenbelt Alliance are asking over the next 12 months and the representatives should ascertain this before the next meeting of the Parish Council.
- (v) The Parish Council is happy to contribute £300 immediately which can be extended up to £600 total without further recourse to the Parish Council.
- (vi) Councillor Smythe will communicate same to Chester Greenbelt Alliance.

## 5. DATES OF FUTURE MEETINGS

**RESOLVED**

**The proposed amended future dates of Rowton Parish Council, as follows (all to be held at 7.00 pm) be approved:**

**Monday, 01 September 2025 - Councillor Hopwood sends apologies.**

**Monday, 03 November 2025**

**Monday, 05 January 2026**

**Monday, 02 March 2026**

**Thursday, 14 May 2026 - Councillor Hopwood would be absent on this date but is happy for this to go-ahead if no alternative available. All Councillors available 26<sup>th</sup> - 29<sup>th</sup> May inclusive. If the Clerk was available for any of those dates then that would be preferred.**

**6. URGENT ITEMS**

The Chair considered the following items required consideration to enable business to proceed efficiently and effectively.

**7. NOTICES FOR MEETINGS OF THE PARISH COUNCIL  
RESOLVED**

**Due to geographical distance from the Parish it was agreed that Councillor Shannon would take responsibility for posting notices in the RHH Noticeboard and Councillor Harrison, on the Moor Lane Noticeboard**

**8. HIGHWAYS MATTER  
RESOLVED**

**That the Clerk would notify CWAC Highways that the dotted line marking the junction between Rowton Hall Hotel and Long Rowton Lane has become faded and that incidents of vehicles exiting the hotel and not obeying the STOP sign have increased and request that the line be reinstated.**