

**MINUTES OF ROWTON PARISH COUNCIL ORDINARY MEETING
MONDAY 10 MARCH 2025 at 7.00pm
held at Rowton Methodist Church, Moor Lane, Rowton**

Present: Councillors Paul Shannon
Glenys Harrison
Howard Hopwood
Melanie Fildes

In attendance Clerk Christine Davies

1 Apologies

Cllr Michael Smythe (unwell). Cllr Peter Scullion has resigned due to moving away from the area. A Casual Vacancy notice to be displayed on noticeboards and website.

2 Declaration of Interest

None

3 To approve Minutes of the Ordinary Parish Council Meeting held on 13 January 2025

05/2025 Resolved: The minutes were signed as a true and correct record by Cllr Howard Hopwood.

4 Public Participation

No members of the public present.

5 Matters Arising

None

6 Highways

Bent over 30mph sign on Rowton Lane: Highways have completed assessment and have advised that no further action to be taken.

7 Planning

24/03832/FUL: Ridgeway House, Saighton Lane, Rowton CH3 7PD – original comments withdrawn.

To receive Planning Application 25/00406/TPO: Land adjacent to Caldry Brook, Whitchurch Road – Fell 31 x self-set trees on boundary with A41. No Comments to be submitted.

8 Finance

a) To approve payments made since last meeting.

Resolved: 06/2025 The Parish Council approved the following payments since the last meeting:-

Payee	Amount	Statute Power
Penny Lane Accountants - Dec Payroll	£5.00	LGA 1972 – Sec 112
CM Davies re Carols on the Green	£3.45	LGA 1972 – Sec 112
CM Davies - December Expenses	£29.89	LGA 1972 – Sec 112
Cllr MJ Smythe – Carols on the Green equipment	£149.18	LGA 1972 – Sec 112
Walker’s Nurseries – Xmas Tree	£246.00	LGA 1972 – Sec 112
Antony Cartwright – 6 month’s web hosting	£84.89	LGA 1972 - Sec 142
CM Davies – January Salary	£216.05	LGA 1972 – Sec 111
HMRC Cumbernauld – Jan PAYE	£54.00	LGA 1972 – Sec 111
CM Davies – January Expenses	£34.64	LGA 1972 – Sec 112
Penny Lane Accountants – Jan payroll	£5.00	LGA 1972 – Sec 112
CM Davies – February Salary	£216.05	LGA 1972 – Sec 111
ChALC – Cllr Paul Shannon Training	£25.00	LGA 1972 – Sec 112

b) Bank Balance as at 10/03/2025 : £6069.16

c) Cllr Glenys Harrison signed the Bank Reconciliation sheet.

Cllr Paul Shannon had attended a ChALC Roles and Responsibilities training course which recommends an annual appraisal of the Parish Clerk. The Chair said he would carry this out before the May meeting.

9 Website Accessibility

Antony Cartwright has completed the necessary work to the website for compliance with WCAG 2.2 AA standard. However, the new regulations now say that documents uploaded should be in HTML format which is not possible at the moment as it would mean a complete overhaul of the website. The website Accessibility Statement covers this by saying that many documents are in PDF format and may not be fully accessible. If a user requires a document in another format the Clerk’s contact details are listed.

10 .gov.uk Domain

The Clerk requested approval to attend a free “Getting Started” 1-hour Teams meeting on Tuesday 11 March 2025 and will report back next meeting.

Resolved: 07/2025 That the Parish Council approve the Clerk’s attendance.

11 Plant Sale

Event to take place on Saturday 10 May between 10am to 12noon at the Methodist Church. The Methodist Church has kindly waived a fee as it is a community event. Cllr Hopwood and his wife, as well as Cllr Harrison confirmed attendance as well as provision of plants for the sale. Cllr Shannon is aiming to attend, subject to family commitments. Cllr Harrison said she would arrange purchase of refreshments. Residents will be asked to bring along plants at 10am in readiness for a 10.30pm start. Cllr Harrison to publicise on the local Community Facebook page and Cllr Hopwood will

promote the event on the local Rowton WhatsApp group. The event will also be advertised in the newsletter as well as on the website and noticeboards.

12 Newsletter

Three outstanding articles are required: the Community Bench: Plant Sale and Community Policing. Cllr Harrison will arrange to have herself and her grandson photographed at the Community Bench and will provide wording. She will also provide wording for the Community Policing article and Cllr Fildes will provide wording for Plant Sale article. Anticipated delivery w/c 7 April 2025.

13 Items for Consideration/Discussion

Cllr Fildes is concerned about large construction vehicles blocking Rowton Lane and Cllr Harrison said that this is a problem as it would impede access for emergency vehicles. It was suggested that if this situation arises again then either Cllr Fildes or Shannon would approach the householder where the works were taking place and raise the issue.

14 General Correspondence

Clerks & Councils Direct – March
The Clerk Magazine – March
Elan City – Road Safety Equipment

15 Date of Next Meeting

Thursday 22 May at 7pm.

Meeting finished at 8.16pm.