

Willaston Parish Council

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To: Members of Willaston Parish Council

15th September 2026

Dear Councillor,

You are summoned to attend an Ordinary Meeting of Willaston Parish Council which will be held on Tuesday 22nd September at 7:00pm at St Lukes Church, Coppice Road, Willaston CW5 6QA

Yours sincerely,

Claire Coventry

Clerk to the Council and Responsible Financial Officer

AGENDA

1. To Receive Apologies for Absence.

Apologies for absence should be notified to the Clerk as soon as possible prior to the meeting.

2. Declarations of Interest and Dispensation Considerations

- a. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
- b. To declare any Other Interests in items on the agenda, and their nature.
- c. To note any dispensations granted prior to the meeting.

3. Minutes of the Previous Meeting

To approve as a correct record the minutes of the previous meeting of the Council held on Tuesday 25th August 2026 and discuss any matters arising which are not specific items on this agenda.

4. Police

- a. To receive a report from Police representatives.
- b. To receive a report from the Council Police Liaison.

5. Public Participation

A period not exceeding 15 minutes for members of the public to ask questions or submit statements. The public are asked to submit questions or statements to the Clerk by email before 5 PM on the day prior to the meeting.

6. Borough Councillors' Reports

- a) To receive verbal or written reports from Cheshire East Councillors on any matters of interest relating to the Parish.
- b) To consider the publication of non-attendance records of Borough Councillors.

7. Planning Applications

- a. To consider planning applications received since the publication of the meeting agenda

8. Playing Field and Open Spaces

To consider matters relating to Lettie Spencer Playing Field, The Spinney, Mike Heywood Green, and War Memorial.

9. Clerk's Report

To receive a report from the Clerk.

10. Authorisation of Payments

To consider approval of payments and internal transfers for September 2026 (payment schedule to follow from the Clerk)

11. Allotments

To receive an update on the allotments and to make any required decisions relating to the operation and management.

12. Postal Service Survey

To consider a proposal to undertake a parish-wide survey of residents' experiences of Royal Mail postal deliveries during October 2026.

13. Standing Orders

To consider the revised Standing orders

14. Exclusion of Persons other than Willaston Parish Council members and staff

It is recommended that the Council considers a resolution under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and representatives of the press from the meeting during the discussion of the next items (part 2 of the meeting) on the grounds that matters contain sensitive information and by reason of the confidential nature of the business being transacted.

15. Field Tenancy Agreement

To consider the terms of the Field Tenancy Agreement for the new tenant.

16. Pay Scales – Local Government Pay Agreement 2026

To note the updated NALC pay scale for the Clerk's employment and to note the back payment of hours worked with the revised pay scale applied. (as per the Clerks contract)

17. Next Meeting

To note that the date of the next meeting is Tuesday 27th October 2026