

Shavington-cum-Gresty Council
Annual Meeting of Parish Council
Main Road,
Shavington, Crewe
CW2 5DP
www.shavingtononline.co.uk



7 May 2025

MINUTES of the Annual Meeting of the Parish Council held on 7 May 2025 at 7:30pm

In attendance:

ScG/25/01/1	To receive and consider apologies for absence: Apologies were received from Cllr McHugh and Cllr R Jones
ScG/25/01/2	To note declarations of Members' interest Cllr Randle declared a pecuniary interest in items 16, 17 & 18, as stated in their Member Register of Interests
ScG/25/01/3	To elect a Chair and Vice-Chair of the Parish Council Chair and Vice-Chair once elected will be asked to sign their Declarations of Acceptance of office. RESOLVED: Cllr R Jones and Cllr K Gibbs were elected Chair and Vice-Chair of the Parish Council respectively. Cllr K Gibbs chaired the meeting in the absence of Cllr R Jones
ScG/25/01/4	Public Participation: Councillors NOTED a request from a resident to revisit the decision not to fix the Speed Indicator Device owned by the Parish Council. Councillors will discuss the matter at the next appropriate Committee meeting.
ScG/25/01/5	To confirm and sign the minutes of the Shavington-cum-Gresty Council Meetings held on 2 April 2025 (attached) RESOLVED: that the Minutes of the previous meeting are approved and signed as an accurate record.
ScG/25/01/6	To consider the DRAFT Committee membership for 2025/2026

	<ul style="list-style-type: none"> ✓ Community & Engagement Committee (max 7): Cllrs Cruickshank, K Gibbs, S Jones, McIntyre, vacancy (x3) (4) ✓ Finance & Strategy Committee (max 6): Cllrs Ferguson, K Gibbs, S Jones, Randle, vacancy (x2) (4) ✓ Environment & Recreation Committee (max 6): Cllrs Cruickshank, Ferguson, K Gibbs, S Jones, Randle, vacancy (5) ✓ Planning Committee (max 5): Cllrs Ferguson, K Gibbs, McIntyre, vacancy (x2) (3) ✓ Staffing Committee (max 5): Cllrs Buchanan, Cruickshank, vacancy (x3) (2) ✓ Village Hall Committee (max 5): Cllrs K Gibbs, Hancock, S Jones, McIntyre, Randle (5) ✓ Complaints Committee (max 5): Cllrs Randle, vacancy (x4) (1) <p>RESOLVED: that the Committee Membership 2025/26 is approved as follows:</p> <ul style="list-style-type: none"> ✓ Community & Engagement Committee (7): Cllrs Cruickshank, K Gibbs, S Jones, McIntyre, B Gibbs, R Jones, vacancy ✓ Finance & Strategy Committee (6): Cllrs Ferguson, K Gibbs, S Jones, Randle, Wain, B Gibbs ✓ Environment & Recreation Committee (6): Cllrs Cruickshank, Ferguson, K Gibbs, S Jones, Randle, Hancock ✓ Planning Committee (5): Cllrs Ferguson, K Gibbs, McIntyre, Wain, R Jones ✓ Staffing Committee (5): Cllrs Buchanan, Cruickshank, B Gibbs, S Jones, vacancy ✓ Village Hall Committee (5): Cllrs K Gibbs, Hancock, S Jones, McIntyre, Randle ✓ Complaints Committee (5): Cllrs Randle, Wain, B Gibbs, S Jones, vacancy
<p>ScG/25/01/7</p>	<p>To consider and approve the Terms of Reference of Committees for 2025/26 (attached)</p> <p>RESOLVED: that the Terms of References of Committees for 2025/26 are approved with the following amendments being made:</p> <p>Reinstate point 12 in the Community and Engagement Terms of Reference. 'To monitor the PCSO activities within the community'</p>
<p>ScG/25/01/8</p>	<p>To consider and approve the Council meetings calendar 2025/26 (attached)</p> <p>RESOLVED: that the Council meetings calendar 2025/26 is approved</p>
<p>ScG/25/01/9</p>	<p>To consider and approve representations on outside bodies:</p>

	<ul style="list-style-type: none"> a. Village Festival Committee b. Wybunbury United Charities c. Theo Steele Bequest d. Shavington Park Resident Liaison Group <p>RESOLVED: that the representations on outside bodies are approved as follows:</p> <ul style="list-style-type: none"> a. Village Festival Committee – Cllrs S Jones, Hancock b. Wybunbury United Charities – Cllrs Buchanan, S Jones c. Theo Steele Bequest – Cllrs Hancock, K Gibbs d. Shavington Park Resident Liaison Group – Cllr S Jones
<p>ScG/25/01/10</p>	<p>To review the Parish Council’s affiliation to Cheshire Association of Local Council (ChALC) at a cost of £1592 for 2025-26.</p> <p>RESOLVED: that the Parish Council’s affiliation to Cheshire Association of Local Council for 2025/26 is approved.</p>
<p>ScG/25/01/11</p>	<p>To confirm the Council’s adoption of:</p> <ul style="list-style-type: none"> a. Shavington-cum-Gresty Standing Orders (<i>attached</i>) b. Shavington-cum-Gresty Finance Regulations (<i>attached</i>) <p>RESOLVED: that the following policies are approved and adopted:</p> <ul style="list-style-type: none"> a. Shavington-cum-Gresty Parish Council Standing Orders b. Shavington-cum-Gresty Parish Council Finance Regulations
<p>ScG/25/01/12</p>	<p>To review and consider the following external support services and subscriptions:</p> <ul style="list-style-type: none"> a. Beardmore Accountants for payroll service b. JDHBS as GDPR consultant c. Parish Online <p>RESOLVED: that the following external support services and subscriptions are approved and that training opportunities for Parish Online will be presented at the next Parish Council meeting:</p> <ul style="list-style-type: none"> a. Beardmore Accountants for payroll service b. JDHBS as GDPR consultant c. Parish Online
<p>ScG/25/01/13</p>	<p>Internal auditor – to approve JDH Business Services as internal auditor for 2025/26</p> <p>RESOLVED: that the Clerk is requested to seek alternative internal auditors</p>

	<p>and return to a future Parish Council meeting with quotes for agreement. In addition to approving the resolution, the Locum Clerk advised that, as a matter of good practice, alternative Internal Auditors should be explored. The Locum Clerk will provide a list of trained and experienced auditors, and the Clerk will present relevant details at the next Parish Council meeting.</p>
ScG/25/01/14	<p>To review and consider the Council's bank signatories:</p> <ul style="list-style-type: none">a. Cllr K Gibbsb. Cllr B Gibbsc. Cllr Hancockd. Cllr McIntyree. Cllr Fergusonf. H Marshall (Parish Clerk)g. S Randle (Community Manager)h. A Wilson (Locum Clerk – to be removed) <p>RESOLVED: that the following Council's bank signatories are approved and that any additional names be removed from the account:</p> <ul style="list-style-type: none">a. Cllr K Gibbsb. Cllr S Jonesc. Cllr Hancockd. Cllr McIntyree. Cllr Fergusonf. H Marshall (Parish Clerk)g. S Randle (Community Manager)
ScG/25/01/15	<p>To receive and consider updates from Committee Chairs in relation to meetings held since the previous Shavington-cum-Gresty Parish Council meeting on 2 April 2025 or any items arisen since then:</p> <p><u>Committee:</u> Community and Engagement Committee <u>Chair:</u> Councillor K Gibbs</p> <p><u>Committee:</u> Village Hall Committee (23 April minutes attached) <u>Chair:</u> Cllr McIntyre</p> <p><u>Committee:</u> Environment and Recreation Committee <u>Chair:</u> Cllr Cruickshank</p> <p><u>Committee:</u> Finance & Strategy Committee <u>Chair:</u> Cllr K Gibbs</p> <p><u>Committee:</u> Staffing Committee <u>Chair:</u> Cllr Buchanan</p> <p><u>Committee:</u> Planning Committee</p>

	<p><u>Chair:</u> Cllr McIntyre</p> <p>Councillors NOTED the report</p>
ScG/25/01/16	<p>To note the YTD Parish Council finance position (attached)</p> <p>Councillors NOTED the YTD finance position of the Council</p>
ScG/25/01/17	<p>To note and approve all payments since 1 April 2025 (attached)</p> <p>RESOLVED: that payments listed since 1 April 2025 are approved</p>
ScG/25/01/18	<p>To receive and consider the next round of payments (attached)</p> <p>It was NOTED that the invoice for the CHALC membership was not presented in the agenda pack. Councillors had the opportunity to view this in the meeting.</p> <p>RESOLVED: that the payments listed are approved</p>
ScG/25/01/19	<p>To approve in advance payments for the following:</p> <ul style="list-style-type: none"> • PAYE • Pension contributions • NI contributions • Village Hall Electricity Direct Debit • Village Hall Gas Direct Debit • Village Hall Water Direct Debit • Village Hall Waste collections Direct Debit • Website and design (Fearnaught – until completion of contract) Direct Debit • Adobe subscription Direct Debit • Payroll monthly costs (as per agreement) • Grounds maintenance monthly cost (as per agreement) <p>RESOLVED: that the payments for the following for 25/26 are approved in advance:</p> <ul style="list-style-type: none"> • PAYE • Pension contributions • NI contributions • Village Hall Electricity Direct Debit • Village Hall Gas Direct Debit • Village Hall Water Direct Debit • Village Hall Waste collections Direct Debit • Website and design (Fearnaught – until completion of contract) Direct Debit • Adobe subscription Direct Debit

	<ul style="list-style-type: none"> • Payroll monthly costs (as per agreement) • Grounds maintenance monthly cost (as per agreement)
ScG/25/01/20	<p>To receive a report from the March Village Beat Manager <i>(to follow)</i></p> <p>Councillors NOTED the report and requested that the Clerk provide details regarding the Parish's entitlement to PCSO/Police Officer deployment at the next meeting.</p>
ScG/25/01/21	<p>To consider making a response to the following planning applications:</p> <p>25/0820/TPO: Works to TPO Trees 94 Alfred Potts Way, Shavington, Crewe, Cheshire East, CW2 5EF As agreed specification. Dated 17/04/2025. Oak Tree: Lateral reduction by up to 1 metre from property</p> <p>Councillors NOTED that this application has already been approved</p> <p>25/1109/VOC: Variation of Condition 353a Crewe Road, Shavington, Crewe, Cheshire East, CW2 5AD Variation of condition 2 on approval 24/0350N: Addition of a small porch to the front elevation.</p> <p>RESOLVED: No comment</p> <p>25/1263/HOUS Householder 13 Black Croft Close, Shavington, Crewe, Cheshire East, CW2 5UJ Conversion of integral garage into habitable room.</p> <p>RESOLVED: No comment</p>
ScG/25/01/22	<p>To consider making responses to any urgent planning application consultations that have arisen since this agenda was published</p> <p>Councillors NOTED that no further planning applications had been received ahead of the meeting.</p>
ScG/25/01/23	<p>To consider moving £19,273.80 from Shavington-cum-Gresty PC-Village Hall bank account to Shavington-cum-Gresty Parish Council bank account</p> <p>RESOLVED: that £19,273.80 are transferred from Shavington-cum-Gresty PC Village Hall bank account to Shavington-cum-Gresty Parish Council bank account</p>

ScG/25/01/24	<p>To receive and consider updates on the following grant applications (attached)</p> <p>- Anwyl homes</p> <p>To consider delegating spending of this £1000 grant to the Community Manager and Clerk for a bench planter.</p> <p>RESOLVED: that the Community Manager and Clerk are delegated to spend the £1000 grant on a bench planter, to include trees and ensuring durability and height to help prevent damage.</p>
ScG/25/01/25	<p>To consider and approve a new CCTV policy for the Village Hall (attached)</p> <p>RESOLVED: The new CCTV policy for the Village Hall is approved</p>
ScG/25/01/26	<p>To note the date of the next Council Meeting – 4 June 2025 7:30PM</p> <p>Councillors NOTED the date of the next meeting</p>

Meeting closed at: 20:37

Chairman: Cllr K Gibbs

Clerk: H Marshall (Parish Clerk)