



# Whitley Parish Council

## MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL Held in Whitley Village Hall, Village Lane on Tuesday 19 May 2026 at 6.30pm

|              |   |                            |
|--------------|---|----------------------------|
| Councillors: | * | Cllr M Thompson (Chair)    |
|              | * | Cllr P Barber              |
|              |   | Cllr M Bratherton          |
|              | * | Cllr R Brock               |
|              | * | Cllr J Cooper (Vice Chair) |
|              |   | Cllr M Crook               |
|              | * | Cllr G Warburton           |
|              | * | denotes attendance         |

Also in Attendance:

T Noble (Clerk)  
Borough Cllr P Marshall  
Whitley Head Teacher – Russell David  
Whitley Head Teacher - Nicola Downey  
Members of the Public

Presiding Chairman, Cllr M Thompson, opened the meeting commencing with agenda item 1, Election and Appointment of Chair for the year 2026-2027.

27/001. **Election and Appointment of Chairman**

**Cllr M Thompson** was proposed by Cllr R Brock and seconded by Cllr G Warburton this was unanimously agreed.

The newly elected Chairman, Cllr M Thompson, presided over the remainder of the meeting.

27/002. **Election and Appointment of Vice Chairman**

**Cllr J Cooper** was proposed by Cllr P Barber and seconded by Cllr R Brock this was unanimously agreed.

27/003. **Chair and Vice Chair Acceptance of Office**

The Chair and Vice Chair Acceptance of Office forms were signed and countersigned by the Clerk.

27/004. **Election and Appointment of Village Hall Representatives**

Cllr C Barber was proposed by Cllr R Brock and seconded by Cllr M Thompson.

27/005. **Election and Appointment of Burleymen**

Cllr M Crook and Cllr M Bratherton were proposed by Cllr R Brock and seconded by Cllr P Barber.

27/006. **Apologies**

Apologies were received and accepted from Cllr M Bratherton and Cllr M Crook.



# Whitley Parish Council

- 27/007. **Declarations of Interest**  
Members are reminded of their responsibility to declare any disclosable pecuniary or non-pecuniary interest in which they have in any item of business on the agenda no later than when the item is reached. Declarations are a personal matter for each Member to decide and the decision to declare or not, is the responsibility of the Member.
- 27/008. **Minutes of the Previous Meeting**  
The minutes of the Parish Council Meeting held on Tuesday 21 April 2026 were confirmed as a true record and signed by the Chairman.
- 27/009. **Public Forum**  
27/009.1 **Members of the public**  
A member of the public expressed their sincere thanks and appreciation to the Parish Council for all the hard work, time and dedication they continually give to the village. They commented on how much the Council's efforts are valued by residents and said that Whitley Village is a beautiful place to live, with the work of the Parish Council playing an important part in maintaining and supporting the community.
- The Chair, Cllr M Thompson, thanked the resident for the kind words.
- Noted** that no resolutions can be made during Public Forum.
- 27/009.2 **Police Report**  
No report available.
- 27/009.3 **Whitley Village School Report**  
Whitley Village School is pleased to report strong pupil growth with 10 Reception children confirmed for September 2026 and additional in-year transfers bringing the current total to 79 pupils, with expectations of exceeding 80 during the year. Pupils continue to benefit from a rich curriculum and extensive enrichment opportunities, including an upcoming Oracy Competition involving eight Rowan Learning Trust schools, residential visits for Years 2, 3 and 6, and a growing extracurricular programme featuring fencing, Ninja Club and Public Speaking Club.  
Preparations are also underway for the annual Rose Queen celebration.  
In staffing news, the current Headteacher will be leaving to relocate closer to family, and Mrs Downey, who has served the school for 14 years has been appointed as the new Headteacher, supported by the appointment of a new class teacher joining in September 2026.
- 27/010. **Cheshire West and Chester Borough Councillors Reports**  
An extremely detailed report was circulated to all Members. The Members Budget is now available for Parish Councils to apply.  
Doorstep fraud is rising across Cheshire this spring, with Trading Standards warning that older and vulnerable residents are being targeted by criminals posing as traders, utility workers, council staff, charity collectors, police or bank representatives.



# Whitley Parish Council

Cllr Phil Marshall and Cllr Lynn Gibbon recently visited the Colas/Highways Depot at Guilden Sutton to better understand how Cheshire West and Chester's highway network is managed and to raise ongoing concerns around gully clearance, flooding hotspots and the accuracy of the Council's online interactive mapping system.

27/011.

## **Planning (2)**

Reference Number: 26/01202/FUL

Location: Land at Street Lane, Whitley, WA4

Proposal: Detached dwelling with associated parking

**No objection**

Reference Number: 26/01341/FUL

Location: Ivy House, Northwich Road, Antrobus, WA4 4PN

Proposal: Change of use from agricultural smallholding to domestic garden, retention of access road (retrospective) and new access from highway

**No objection**

## **Appeals (0)**

## **Notice of Decisions (0)**

## **Appeal Decisions (0)**

27/012.

## **Finance**

**Resolved** that payments listed in Appendix 1 were approved.

**Noted** due to meetings now being held on a bi-monthly basis, delegated authority be granted to the Clerk to pay invoices and approve expenditure up to the value of £500.00 between meetings. Any expenditure exceeding £500.00 must receive written authorisation from either the Chair or Vice-Chair prior to payment.

27/013.

## **Internal Audit 2025-2026**

The Chair signed the Certificate of Exemption AGAR form (page3), the Annual Governance Statement (page 5) and the Accounting Statement (page 6).

27/014.

## **Internal Audit Report 2025-2026**

The Clerk reported that the report had been received stating the Council's system of internal controls is in place, adequate for the purpose intended and effective, subject to recommendations.

27/015.

## **Queens Orchard**

Cllr J Cooper reported that, as part of the ongoing project, several trees require replacement.

**Resolved** Cllr R Brock would liaise with Cllr J Cooper to establish requirements and obtain quotations for consideration by the full Council in July.



# Whitley Parish Council

27/016.

## **Village Projects**

**Noted** that residents' suggestions for future village projects would be listened to and recorded at the Annual Parish Assembly.

27/017.

## **Part 2 Confidential**

### **Pit 2**

Under the Public Bodies, admissions to meetings, Act 1960, the public to be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information of matters.

**Resolved** to defer to a future meeting.

27/018.

## **Time and Date of Next Meeting**

The Parish Council meeting was confirmed as Wednesday 08 July 2026 at 7.00pm to be held in Whitley Village Hall.

**Meeting closed at 7.27pm**

**The Annual Parish Assembly commenced at 7.30pm with the Chairs report.**

**Signed as a true record:**

.....

**Cllr M Thompson  
Chairman**

**Dated: 08 July 2026**



# Whitley Parish Council

## Appendix 1

### Payments May 2026

| DESCRIPTION                  | INVOICE             | NET     | VAT    | TOTAL   | CODE |
|------------------------------|---------------------|---------|--------|---------|------|
| ThenMedia<br>Website/Emails  | TMS-20370           | £121.50 | £24.30 | £145.80 | 205  |
| Zurich<br>Insurance          | 169121899           | £363.00 | £0.00  | £363.00 | 203  |
| SLCC<br>Membership           | MEM2584863          | £100.00 | £0.00  | £100.00 | 205  |
| WMT<br>Grounds               | 26270103            | £365.00 | £0.00  | £365.00 | 301  |
| Cllr J Cooper<br>APM Refresh | APM<br>Refreshments | £60.68  | £0.00  | £60.68  | 501  |
| JDH<br>Audit                 | 5552                | £305.00 | £61.00 | £366.00 | 206  |

### Income May 2026

| DESCRIPTION | INVOICE | TOTAL | CODE |
|-------------|---------|-------|------|
|             |         |       |      |