



13.	<b>ENVIRONMENT</b>	<ol style="list-style-type: none"> <li>1. Footpath – to note the Footpath Risk Assessment that has been put in place and receive a verbal update on the clearing of footpaths.</li> <li>2. Scarecrow Trail – to receive a verbal report.</li> </ol>	<p>RA/PV</p> <p>PV</p>
14.	<b>PARISH COUNCIL MATTERS</b>	<ol style="list-style-type: none"> <li>1. Residents Survey – to receive the results of the recent Residents Survey and discuss.</li> <li>2. Co-option Policy and Procedures – to review and agree their adoption.</li> <li>3. Staff Matters: <ul style="list-style-type: none"> <li>- To note the completion of the Annual Appraisal of the Clerk.</li> </ul> </li> </ol>	<p>PV</p> <p>Clerk Chair</p>
15.	<b>AROUND ASHTON</b>	To consider any items for inclusion in next edition of Around Ashton.	PV/ BC
<b>DATE OF NEXT MEETING</b>		Monday 14 <sup>th</sup> September 2026 at 7.15pm in the Parish Room, Golden Lion Community Hub, Kelsall Rd, Chester CH3 8BH.	



# Ashton Hayes and Horton cum Peel Parish Council

## MEETING MINUTES

**Monday 8<sup>th</sup> June 2026, at 7.15pm in The Parish Room, Golden Lion  
Community Hub, Kelsall Road, Chester CH3 8BH.**

**Present:** Cllr B Craven  
Cllr I Dossett  
Cllr S Eadie  
Cllr R Kinsey  
**Clerk:** Mrs T Ryall-Harvey

Cllr I Ridgley  
Cllr P Mitchell - Chairperson  
Cllr H Deynem (Ward Councillor)

Members of the Public: 3

**APOLOGIES:** Apologies were received and accepted from Cllr P Varey due to family emergency and Cllr R Arnold due to a previous commitment.

### DECLARATIONS OF INTEREST –

- Cllr Ridgley declared a disclosable pecuniary interest in items relating to Ashton Hayes Sports and Recreation Association and undertook not to participate in any discussion or vote on the matter and agreed to leave the room unless the Chairman granted him a dispensation when this item was discussed.
- Cllr Kinsey declared a disclosable pecuniary interest in planning application 26/00815/FUL (Peel Hall) and undertook not to participate in any discussion or vote on the matter and agreed to leave the room unless the Chairman granted him a dispensation when this item was discussed.
- Cllr I Dossett declared a non-pecuniary interest in planning application 26/00815/FUL - Peel Hall and undertook not to vote on the matter.

*Cllr H Deynem joined the meeting.*

### EXCLUSION OF PRESS AND PUBLIC

No items on the agenda were excluded from the press and public.

### PUBLIC PARTICIPATION

- A resident raised concerns about the new speed limits within the village not being adhered to. He is aware of the work the Parish Council has put in to get the village speed limits changed in the previous years. However, he commented that as he lived on the corner of Peel Hall Lane he saw evidence of an increase in speeding due to the VAS no longer being in place by the Playing Field.

**ACTION:** Ask PCSO if he would be willing to conduct speed monitoring near ASHRA.

**ACTION:** Get quote for a VAS speed sign for outside ASHRA for 20mph speed.

Suggest that the 30mph sign be removed before the 20mph as this is causing confusion by being so close.

### Speeding – (brought forward from later in the agenda)

Cheshire West and Chester Council have confirmed with regards to the pole mounted SID that the existing 76mm diameter pole would not be suitable, as the pole specification minimum for the SID is 89mm diameter.

Cheshire West and Chester Council agree that the identified location is the best one to achieve results from both directions, providing its radar will not affect current and future Police enforcement and asked us to confirm with Cheshire Police. Cheshire Police have confirmed this location would not hinder them.

Therefore, the Parish Council was asked to confirm if they would be willing to fund the removal of the existing signpost and installation of a new 89mm diameter pole.

Proposed by Cllr Mitchell, seconded by Cllr Dossett and unanimously **RESOLVED 26/016** to approve the removal and installation of an 89 mm diameter pole up to the value of £1,000.

### **PUBLIC PARTICIPATION**

- A resident raised a concern that it was reported in the latest Around Ashton, that OpenReach have fully converted the whole village to full fibre, however when the resident recently approached OpenReach, he was told that his property, which is outside the village boundary, would need to continue to use copper cables for the foreseeable future, therefore the resident felt that the article in Around Ashton was inaccurate.

- A resident reported that the 50mph speed limit sign on Church Road, close to the junction of Grange Road and the B5393, is obscured by the hedge. The sign has suffered from this problem before.

**ACTION:** Cllr Dossett undertook to collaborate with the resident to resolve this issue.

- A resident raised a concern that the hedge on the corner of Pentre Lane and Church Road is overgrown and is blocking the view of oncoming traffic when exiting Pentre Lane.

**ACTION:** Cllr Eadie to speak to the hedge owner.

- Cllr Ridgley raised concerns about 3 recent un-notified power cuts. After last year's power cuts Cllr Dossett had spoken in length with Scottish Power. They advised that they were planning to undertake planned maintenance work between May and July 2026. However they refused to notify the Parish Council of planned outages, but they will notify residents. It was suggested that residents monitor and record the time of day and the length of the power cut.

**ACTION:** monitor for the future.

- Cllr Mitchell reported that Cllr Arnold had been approached by two parishioners walking their dogs. They highlighted the problem of overgrown footpaths, in particular on the Whitegate Way, Andrews Wood and the path behind the nursery. Cllr Arnold suggested that a working group should be arranged to maintain the hedges and footpaths.

**ACTION:** Report to PROW the need to maintain Whitegate Way.

**ACTION:** Get in writing landowner permission for a volunteer group to cut the hedges and trim the specific footpaths not covered by CWaC.

- It was also highlighted that the footpath that is currently closed, due to the damage caused by the badgers, no longer has notices up stating that it is closed.

**ACTION:** Ask PROW to re-issue the closed footpath notice.

- A resident reported via email, that the footway from Peel Hall Lane to the post office via West End is obstructed by the hedge that surrounds the garden on the bend. To cross the road, one has to step out into the road to see the traffic, and this is dangerous.  
**ACTION:** Clerk to ask the resident to confirm the property address to the hedge they are referring to.  
**ACTION:** Cllr Dossett to speak with the property owner.

*One resident left the meeting.*

## **EXTERNAL MATTERS**

- Tarvin Educational Foundation – Cllr Craven provided a verbal and written report from the Trustees of Tarvin Educational Foundation. The Trustees wished to bring those Parish Councils within their grant catchment area up to date with developments, regarding their Charity. In particular, their position in respect of grant awards in 2026 to young people who live in the area. They have undertaken a process to become an incorporated charity rather than an un-incorporated organisation. This is a lengthy and complex process involving the registering and transfer of the properties they hold. This process will not complete until March 2027.

It has unfortunately become increasingly clear that they are not going to be in a position to seek applications for funding and award grants this year in the same way that they were unable to last year. This is regrettable obviously and they will once again canvas other local grant giving Trusts to see whether they will consider applications from students in the area. If they are prepared to then the Tarvin Educational Foundation will alert the Parish Council to this possibility so that we can draw it to the attention of young people living locally who we are aware were hoping to obtain funding for their studies and/or future career.

- Police & Parish Clerks Engagement & Problem-Solving Forum – the Clerk shared prior to the meeting, information on the launch of the pilot Police & Parish Engagement & Problem-Solving Forum on the 18<sup>th</sup> of July 2026, 10am - 11am, at Tarvin Community Centre.

## **ACCEPTANCE OF MINUTES.**

It was proposed by Cllr Dossett and seconded by Cllr Craven and unanimously **RESOLVED 26/018** that Cllr P Mitchell, as Chairperson, sign the minutes of the Parish Council meeting of 11<sup>th</sup> May 2026 as a true and correct record.

## **ACTIONS SINCE LAST MEETING**

The Action List dated 11<sup>th</sup> May 2026 was circulated with the agenda for the attention of Parish Councillors.

### **The following items were reported and closed on the action list:**

- Clerk confirmed the meeting with the Police Officer schedule for 27<sup>th</sup> May had been cancelled and this had been shared with Parish Councillors prior to the meeting.
- Clerk had responded to Kelsall Parish Council about the Neighbourhood Plan Area.
- PROW Officer site meeting with Richard Kinsey took place.
  - RK would like to have a meeting with the badger protection group.  
**ACTION:** Clerk to chase PROW for the closure of the footpath or can the Parish Council padlock the gate to the footpath?
- The AHPC, AHSRA and AHCHL agreement for the provision of storage space has been agreed and was signed at the meeting.

- Parish Council Racking has been purchased and installed at the Pavilion.
- Cllr Deynem was reminded of the outstanding issues with him to progress.
- Cllr Dossett had chased the EA about the installation of early flood warning sensors near to the top entrance of the culvert. Work to prepare for this is imminent and it is hoped that the sensors will be in place by July/Early August.
- The Clerk had asked for larger dog fouling signs – CWAC have said that these are not available.
- The Clerk has asked CWAC why some of the dog fouling was not picked up during the recent pink poo campaign – CWaC have not responded to this.
- Invoices paid
- Put minutes on website
- Put AGAR on website.
- Submit AGAR to External Auditor
- Publish Notice of Public Rights.

All other actions remain outstanding and will be brought to future meetings.

## **PLANNING**

The council noted the Planning Register as circulated at the meeting dated 01/06/2026.

It was noted that the following planning application had received a determination from the principal authority since the last meeting:

- 26/00966/CAT – Ivydene Kelsall Road Ashton Hayes Chester CH3 8BH – Holly tree - Removal/felling due to concerns about contact with neighbouring property garage roof and concerns about roots affecting foundations of a small brick outbuilding on our property over time. Intend to replant Silver Birch in a more suitable location– **decided**.
- 26/00898/FUL - 4 Old Hall Court Ashton Hayes Chester CH3 8BS - Installation of two dormers both side elevations to first floor and application of render – **approved**.

It was noted that the following application had been received since the agenda had been circulated:-

- 26/01575/FUL - 4 Gladstone Barns Church Road Ashton Hayes Chester CH3 8AS - Single storey rear extension and oak porch canopy – the Planning Committee undertook to review this application and circulate a proposed response around the Parish Council as per the Planning Standing Orders.

**ACTION:** Cllrs Craven and Dossett to review

## **ACCOUNTS**

### Cashbook & Outturn

The year-to-date Cashbook and Outturn reports dated 01/05/2026, were provided to the meeting.

### Bank Reconciliation

**RESOLVED 26/019** that following the review by the meeting, of the bank reconciliation and bank statements dated 01-06-2026, that they be signed by Cllr Craven as accepted.

### Poppy Wreath

**RESOLVED 26/020** that a Type 'G' Poppy Wreath be purchased for Remembrance Sunday at a special order cost of £55.

To note income received and expenditure paid out since the last meeting.

Proposed by Cllr Mitchell and seconded by Cllr Dossett and unanimously **RESOLVED 26/021** that the council note and accept the income and expenditure presented to the meeting for approval as set out below:

<b>Income received since the last meeting for noting:</b>				<b>Gross Amount</b>	<b>Comment</b>
15/05/2026	Compound Interest			£51.98	Skipton Interest Payment May
08/06/2026	Interest Paid			£11.62	Barclays Bank Interest @ 1.05%
<b>Payments made since the last meeting for approval</b>					
<b>Date</b>	<b>Payable to</b>	<b>Net Amount</b>	<b>VAT</b>	<b>Gross Amount</b>	<b>Comment</b>
21/05/2026	Costco Online	£224.98	£45.00	£269.98	PC Storage Racking for use at AHSRA
<b>Payments not yet made for approval:-</b>					
<b>Payable to</b>		<b>Net Amount</b>	<b>VAT</b>	<b>Gross Amount</b>	<b>Comment</b>
HMRC PAYE		£62.23	£0.00	£62.23	PAYE Payment for June
Mrs T Ryall-Harvey		£729.11	£0.00	£729.11	Salary Tax Point 3
Mrs T Ryall-Harvey		£59.96	£4.03	£63.99	Expenses
Ashton Hayes Gardening Club		£187.07	£37.41	£224.48	Plants for village planters
Ashton Hayes Primary School		£259.40	£0.00	£259.40	Printing of Around Ashton
The Golden Lion		£50.00	£0.00	£50.00	Prize for Residents Survey
Nest Payment		£16.15	£0.00	£16.15	Employee and Employer Pension Contributions

### **GOLDEN LION COMMUNITY BENEFIT SOCIETY**

Previous discussions between AHSRA, AHPC and AHCHL regarding the proposed agreement for the storage of the Parish Council Equipment were successfully concluded. It was proposed by Cllr Dossett and seconded by Cllr Mitchell and unanimously **RESOLVED 26/022** that the clerk sign the agreement on behalf of the Parish Council.

Cllr Deynem reported on the AHCHL's recent Annual General Meeting. He also reported on the progress with registering the land.

### **HIGHWAYS**

Parish Councillors raised concerns about the level of the vegetation in gutters around the village. The clerk reported that Cheshire West and Chester Council were scheduled to spray the weeds in July and October.

**PARISH COUNCIL MATTERS**

Resident’s Survey - The Resident Survey has now closed and 120 responses were received out of the 430 surveys distributed i.e. a 28% response rate. The responses await analysis such that a report can be presented to the next Parish Council meeting.

The names of the residents who had agreed to take part in the competition were put in a hat for one to be selected. The draw was made by a member of the public at the parish Council meeting. The winner was announced as being Michael Handley.

*Cllr Deynem left the meeting.*

**AROUND ASHTON**

Items for inclusion in next Around Ashton:-

- Residents Survey Results
- Sensor on culvert

**DATE OF NEXT MEETING**

The next meeting of the Parish Council will take place on Monday 13<sup>th</sup> July 2026 at 7.15pm in the Parish Room, Golden Lion Community Hub, Kelsall Road, Ashton Hayes CH3 8BH.

Cllr Ridgley – apologies for next meeting.

The meeting closed at 20.57

Signed:.....

Dated:.....

# ACTION LIST

Action:	Undertaken by	Status	
<p>Public Participation:</p> <ul style="list-style-type: none"> <li>- Monitor progress of the remaining hedge that CWAC are actioning.</li> <li>- Monitor CWaC actions to resolve reported faulty streetlights</li>   <li>- Investigate further inconsiderate parking on Church Road in December – monitor</li> <li>- Clerk to report to CWaC the narrowing of Grange Road, Old Lane, and Gongar Lane (bottom end)</li> <li>- Ask PCSO if he would be willing to conduct speed monitoring by ASHRA.</li> <li>- Get quote for a VAS speed sign for outside ASHRA for 20mph speed.</li> <li>- Cllr Dossett undertook to collaborate with resident to cut hedge around 50mph sign near Grange Road</li> <li>- Cllr Eadie undertook to speak to the resident of the property at the corner of Pentre Lane and Church Road about their hedge.</li> <li>- Report to PROW the need to maintain Whitegate Way.</li> <li>- Obtain in writing that the landowner permission for a volunteer group to cut the hedges, trim the footpaths</li> <li>- Explore setting up a working group to maintain footpaths</li> <li>- Ask resident to clarify the property address to the hedge they are referring to.</li> </ul>	<p>ID Cllr Craven/ Dossett Cllr Eadie</p> <p>Clerk Clerk Cllr Dossett</p> <p>Cllr Eadie</p> <p>Clerk Cllr Arnold</p> <p>Cllr Arnold Clerk</p>	<p>Emailed Emailed</p> <p>Emailed</p> <p>Emailed</p>	
<p>Accounts:</p> <ul style="list-style-type: none"> <li>- Pay approved invoices</li>   <li>- Put minutes on website</li> </ul>	<p>Cllrs Dossett / Varey / Mitchell Clerk</p>	<p>Completed</p> <p>Completed</p>	
<p>Planning:-</p> <ul style="list-style-type: none"> <li>- Escalate any outstanding enforcement issues on Knightswood (Screening, jetty etc)</li> </ul>	<p>Cllr Dossett/Clerk</p>		
<p>Golden Lion Community Benefit Society:</p> <ul style="list-style-type: none"> <li>- Chase Golden Lion Community Benefit Society regarding registering a charge on the land that is currently used as the Car Park at the Golden Lion</li> </ul>		<p>On-going</p>	
<p>Environmental Matters:</p> <ul style="list-style-type: none"> <li>- Chase CWaC as to when the Section 19 report will be conducted for the 2024 flooding.</li> <li>- Chase with CWaC LLFA for an update as to when they would be applying for funding for the proposed additional pipe to remove water from Gongar Lane.</li> <li>- Create the early warning action group process as proposed at the recent resident's meeting.</li> <li>- Draft action plan for an Early Warning Action Group.</li>   <li>- Cllr Mitchell and Cllr Varey to review the Community Resilience Plan.</li> </ul>	<p>Cllr Deynem/ CWaC</p> <p>Cllr Mitchell</p> <p>Cllr Mitchel / I Dossett Cllr Mitchell / Cllr Varey</p>		
<p>Highways:</p> <ul style="list-style-type: none"> <li>- CWaC investigating the flooding on Peel Hall Lane.</li> <li>- CWAC to change the status of Shay Lane to be gated</li> </ul>	<p>CWac CWac (S Bateman)</p>	<p>Ongoing Ongoing</p>	
<p>PROW:</p> <ul style="list-style-type: none"> <li>- Reported PROW obstructions on AHFP6 Ref: GS632617925 - Badger holes by Baker Way path through Cllr Kinsey's Land CWAC PROW consulting with external Ecologist</li> </ul>	<p>PROW officer</p>	<p>On-going</p>	
<p>Parish Council Matters:</p> <ul style="list-style-type: none"> <li>- Pull residents survey together and bring to next meeting.</li> <li>- Inform winner of £50 prize and organise the get voucher to them.</li> <li>- Transfer all items stored on Parish Councillors/Clerk premises to the new storage rack at AHSRA</li> </ul>	<p>Cllr Varey Clerk Cllrs Craven/Varey/ Kinsey/Clerk</p>		
<p><b>Edition</b></p>	<p><b>Publication Date</b></p>	<p><b>Deadline for Receipt of Articles</b></p>	
<p>Autumn</p>	<p>Monday 31st August 2026</p>	<p>Friday 7th August 2026</p>	
<p>Winter</p>	<p>Monday 30th November 2026</p>	<p>Friday 6th November 2026</p>	

## Ashton Hayes Parish Council Planning Register 2022-23

Received	No.	Location	Description	PC Observation	Result
Tuesday 10th May 2022	PL421249347	Proposed new Agricultural Access to Village Farm, Church Road Ashton CH3 8AB	Reported lack of dropped kerb on entrance to new agricultural access to Village Farm.	Reported to Planning Enforcement	

## Ashton Hayes Parish Council Planning Register 2023-24

Fri 26 Jan 2024	EN580873910	Dunham Barn, Longley Lane, Kelsall CW6 0TG	The installation of a pole with camera's	Reported to Planning Enforcement	
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## Ashton Hayes Parish Council Planning Register 2024-25

Mon 23rd Sep 2024	EN649055382	Ashwood Barn, Shay Lane Kelsall Tarporley CW6 0UT	Cement Mixers and large vehicles reported to attend the site on 20th Sept which PC believe may mean he is undertaking work prior to the appeal being agreed.		
21/02/20 25	EN689547811 25/00076/EHH OLD	1 Brookside, Ashton Hayes CH3 8BZ	new 7+ft high fence erected along the boundary of 1 Brookside in Ashton Hayes.		

## Ashton Hayes Parish Council Planning Register 2025-26

5.	Tue 02 Sep 2025	25/02738/FUL	Peel Hall Gongar Lane Mouldsworth Chester CH3 8AY	Construction of an all weather horse exercise area with post and rail fencing as part of the existing equine business.	Neutral	Awaiting Decision
9.	Wed 19 Nov 2025	25/03159/FUL	Land To The North of Delamere Lane Ashton Hayes Chester	Erection of a general agricultural storage barn	Neutral	Awaiting Decision
10.	Wed 10 Dec 2025	25/03942/PIP	Land at Delamere Road, Ashton Hayes, Chester	Construction of a dwelling house	Object	Awaiting Decision
	Tues 10 <sup>th</sup> Feb 2026	EN797218413	Field with barn on Knightwood land	Notification from Woodland Champions Club for small glamp site		

13.	Fri 16 Jan 2026	26/00135/FUL	Parish Room West End Ashton Hayes Chester CH3 8DG	Change of use from Parish Meeting Room to Residential Dwelling including addition of single window to front and rooflights	Supported	Awaiting Decision
14.	Mon 02 Feb 2026	26/00339/FUL	41 Peel Hall Lane Ashton Hayes Chester CH3 8DE	Side extension to existing bungalow and small change of use of land to residential curtilage.	Neutral	Awaiting Decision
15.	Wed 18 Feb 2026	26/00373/OUT	Land at Ashton Lane, Ashton Hayes, Chester	Erection of up to 16 no. dwellings (C3) and all associated infrastructure works	Response Submitted	

### Ashton Hayes Parish Council Planning Register 2026-27

1.	Thu 26 Mar 2026	26/00966/CAT	Ivydene Kelsall Road Ashton Hayes Chester CH3 8BH	Holly tree - Removal/felling due to concerns about contact with neighbouring property garage roof and concerns about roots affecting foundations of a small brick outbuilding on our property over time. Intend to replant Silver Birch in a more suitable location.	Supported	Decided
2.	Fri 20 Mar 2026	26/00898/FUL	4 Old Hall Court Ashton Hayes Chester CH3 8BS	Installation of two dormers both side elevations to first floor and application of render	Neutral	Approved
3.	Thu 12 Mar 2026	26/00815/FUL	Peel Hall Gongar Lane Mouldsworth Chester CH3 8AY	Retrospective change of use of building from agriculture to commercial stud use	Neutral	
4.	29 April 2026	26/01084/FUL	19 Pentre Close, Ashton Hayes, Chester, CH3 8BR	Conversion of an existing garage into bedroom accommodation with a pitched roof and rooflight, alterations to windows and doors, rendering to all elevations, and demolition of existing conservatory.	Neutral	Approved
	24 April 2026	26/00043/REF 25/03884/AGR	Land At Old Lane Ashton Hayes Chester	Erection of steel framed agricultural building.		Gone to appeal

5.	22 May 2026	26/01575/FUL	4 Gladston Barns, Church Road, Ashton Hayes CH3 8AS	Single Storey rear extension and oak porch canopy	<b>Neutral</b>	Awaiting decision
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Clerk: *Mrs T Rgall-Harvey*  
01/07/2026

Budget Element	Due Date	Calc. %	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	2026-27 Actual	2026-27 Budget	Variance	Commentary
<b>EXPENDITURE</b>																		
People	Monthly		850	876	791	896	896	896	1,164	933	933	933	933	933	11,035	10,673	-362	Costs include VAT
Clerk & HMRC Tax	Yearly														363	650	287	Clerk averaged out / month
Professional service	Yearly			363											60	150	90	PC only insurance
Insurance	Yearly		60												252	252	0	
Internal Audit	Yearly								252						288	290	-2	
External audit Exemption	Monthly				96	24	24	24	24	24	24	24	24	24	0	0	-58	Increase due to processing of pension for clerk
Payroll Services	Monthly														0	0	0	
Legal Fees	Yearly			408											0	0	0	
General Services	Yearly			408											448	336	-112	
Website	Yearly												40		280	280	0	
Parish Meeting	Yearly				224				212						436	424	-12	
Gardening	Yearly														0	0	0	
Admin & Expenses	Monthly		95	15	64	45	45	45	50	45	50	45	50	45	548	500	-48	Clerk expenses e.g stationary, mileage, mobile phone, postage
Expenses	1/2 Yearly				200				150						350	350	0	Clerk Training £100, £200 for Condition (New Councilor Training) + £100 general expenses
Training	Yearly														0	0	0	
Chairmans allowance	Yearly														324	321	-3	
CHALC Membership	Yearly		324												65	65	0	£65 SLCC
Other memberships	Yearly								65						47	47	0	
Data Protection fee	Yearly				47										0	0	0	
Admin	Quarterly				259			350			400			350	1,359	1,450	91	£50 General Admin
Around Ashton	Yearly		330		50	93									0	0	0	No PC election in 2025-26
Elections	Yearly			535						1,965					2,500	2,500	0	£2,500 as per Action Plan for 2025-26
Grants	Bi-annual										45				0	0	0	Refreshments
Projects	Community cleanup														150	150	0	£150 towards Scarescrow Event every other year
Community Events	Plastic Free Village				36				78			18			132	132	0	4 x mg room costs plus £50 for prizes
Planting	Flood Mitigation						300								300	300	0	Wildflower Seed
										320					320	320	0	Purchase of additional Sandbags
Ad Hoc Beneficial Items (\$137)			330		50	93							600		670	670	-403	£330 - Printing of Residents Survey, £50 prize for Residents Survey, £55 towards Poppy Wreath, £20 towards Zip-lies + 6 lamppost poppies @ £15, £600 Churchyard maintenance.
Money taken from reserves to pay for Earmarked Projects					454.5										0	0	-455	£454.50 - painting of village Millstone Markers
Community Hub Limited				270											0	0	0	
Parish Rooms Costs															270	270	0	Reck for storage of goods previously stored in PR.
Inflation %			0	0	0	44	22	85	46	37	26	38	39	36	367	498	131	10 divided by 2 due to 50% of costs are non-inflatable.
Contingency % of above			0	0	0	88	45	72	89	73	52	75	78	60	632	865	233	This can be allocated throughout the year.
<b>TOTAL CASH OUT</b>			1,639	2,467	1,844	1,545	987	1,772	2,065	1,482	1,595	3,298	1,764	1,722	22,149	21,903	246	* Items in Italics removed from contingency
<b>RECEIPTS</b>																		
Precept	Quarterly		19,760		12										19,760	19,760	0	
Barclays Bank Interest	Monthly			52	54	45	45	45	45	45	20	45	45	17	69	77	8	
Skipton's Building Society Interest	Monthly		54										45	45	564	540	-24	
VAT recovery														606	606	0		
CWAC contribution														0	0	0		
Monies taken from Reserves					372										372	320	-52	
Parish Room Insurance															0	0	0	
Sale of Parish Room															0	0	0	Sale of PR - Value unknown at this time.
Other															0	0	0	
<b>TOTAL CASH IN</b>			19,814	52	437	45	45	65	45	45	65	45	45	668	21,371	21,303	68	
Transaction Cash flow			18,155	-2,415	-1,406	-1,500	-942	-1,707	-2,020	-1,387	-1,530	-3,233	-1,719	-1,054	-778	2	18,650	
<b>EARMARKED FROM RESERVES</b>																		
Reserves at start of year																		
Balances from Earmarked Projects															0	0	0	
Balance for Flood Relief Fund															0	1,586	0	
Earmarked for Flood Defence & Mitigation															0	2,000	0	
Earmarked for SID Machine Ancillaries															0	449	0	
Earmarked for installation of new 20mph signage for Church Road - Approved Oct 2022															0	2,640	0	
Earmarked for CWAC for ward members contribution towards new 20mph															0	0	0	
Balances from reserves held					372										372	0	0	
General Reserve															0	4,394	0	
Reserves held for - Parish Rooms Refurbishment															0	629	0	
Reserves held for - Midterm Election															0	5,000	0	
Reserves held for - Up to One Years Precept															0	19,061	0	
<b>TOTAL RESERVES</b>			36,130												372	35,758	372	
Cash in Bank			54,285	51,870	50,464	48,964	48,022	46,315	44,295	42,908	41,378	38,125	36,406	35,352				

# ASHTON HAYES and HORTON-cum-PEEL PARISH COUNCIL

Bank Reconciliation to Cashbook 2026-27  
Presented at Council Meeting 13th July 2026

Balance shown on Cashbook	£50,038.34
Accounts at 1st July 2026	
Barclays Current Account	£13,790.65
Barclays Deposit Account	£5,040.24
Skipton's Community Savings Account	£31,207.45
Less: Unpresented Payments	
TOTAL	£50,038.34
Less: Payments on Cashbook not yet made:	£0.00
Plus: Deposits on Cashbook not yet credited	£0.00
TOTAL	£50,038.34
<b>Reconciliation</b>	<b>YES</b>

ASHTON HAYES PARISH COUNCIL

Ashton Hayes PC >

[REDACTED]

[Show recent transactions](#)

**£13,790.65**

Available balance

Last night's balance £14,581.99

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ASHTON HAYES PARISH COUNCIL

Ashton Hayes PC - Deposit >

[REDACTED]

[Show recent transactions](#)

**£5,040.24**

Available balance

Last night's balance £5,040.24

## Skipton's Building Society

### Community Saver Issue 10 Monthly

[REDACTED]

Current Balance <span style="color: purple; font-weight: bold;">?</span>	Available Balance:	£31,261.25
£31,261.25	Current interest rate (gross)% <small>^</small>	2.03%
	Maturity Date:	N/A

Income received since the last meeting for noting:				Gross Amount	Comment
15/06/2026	Compound Interest			53.80	Skipton's Interest Payment June
<b>Payments made since the last meeting for approval</b>					
Date	Payable to	Net Amour	VAT	Gross Amount	Comment
18/06/2026	A & J Bennion Painting	£454.50	£0.00	£454.50	Painting of Milestones
<b>Payments not yet made for approval:-</b>					
Payable to		Net Amour	VAT	Gross Amount	Comment
HMRC PAYE		£62.23	£0.00	£62.23	PAYE Payment for July
Mrs T Ryall-Harvey		£729.11	£0.00	£729.11	Salary Tax Point 4
Mrs T Ryall-Harvey		£16.60	£0.00	£18.40	Expenses



# Ashton Hayes and Horton cum Peel Parish Council

## Trimming back of hedgerows and borders adjacent to pathways within the Parish RISK ASSESSMENT

**Notes:**

1. The permission of the relevant landowner(s) **MUST** have been obtained in writing before any work is started.
2. All volunteers involved in trimming work must have read this Risk Assessment and signed and dated a copy of the Indemnity attached as an Appendix.

RISK	LEVEL OF RISK	MITIGATION(S)
Misuse of equipment being used (i.e. strimmers, mowers, hedge cutters etc, whether petrol, battery or mains powered)	Medium	<ul style="list-style-type: none"> <li>• Supplied manuals for all the equipment to be used must have been read and understood</li> <li>• Guidance should be sought from trained. and/or experienced users where possible</li> <li>• All equipment both safety and mechanical must be checked to ensure it is all fully functional before starting any work.</li> <li>• All involved must have read this risk. assessment and signed the Indemnity to agree that they have understood all the risks and the appropriate actions to mitigate the risks.</li> <li>• Harnesses, if appropriate must be correctly fitted.</li> </ul>
Lone working	High	<ul style="list-style-type: none"> <li>• At least two people must be present at all times.</li> <li>• One person must not be involved in the trimming activity but be acting as a look out.</li> <li>• At least one person to carry a working mobile phone at all times</li> </ul>
Flying objects arising from use of equipment	High	All involved must wear appropriate PPE as described below.
Exposure	Medium	<ul style="list-style-type: none"> <li>• Sun cream must be worn if the weather is clear.</li> <li>• Have a supply of drinkable water present to keep hydrated.</li> <li>• Weather must be appropriate i.e. no rain and minimal wind.</li> </ul>

<b>Injury</b>	<b>Low</b>	<ul style="list-style-type: none"> <li>• All involved must wear appropriate PPE as described below.</li> <li>• Appropriate footwear must be worn to minimise trips and slips.</li> <li>• No maintenance to be carried out on trimmer wires, or any part of the equipment being used unless battery is removed from battery powered equipment, power disconnected from mains, if mains powered, or petrol supply is cut and engine is stopped for petrol driven equipment.</li> <li>• If near a highway, care must be taken to avoid stepping into the highway without checking that traffic does not represent a hazard.</li> <li>• Do not enter hedgerows unless it is clear that there are no hidden hazards such as broken glass, bricks, holes, dog faeces etc.</li> <li>• Wash hands thoroughly at completion of trimming work.</li> <li>• Ensure that a first aid kit is always available.</li> <li>• Be prepared to phone 111 or 999.</li> </ul>
<b>Injury to public</b>	<b>Low</b>	Stop all trimming work if a member of the public approaches the trimming area and only resume when they are well clear.
<b>Collection of waste</b>	<b>Low</b>	<ul style="list-style-type: none"> <li>• If trimmed waste is collected, it must be bagged. However, bags must be only half filled to avoid any heavy lifting.</li> <li>• Trimming waste not bagged should be swept into the hedgerow and cleared from the footpath.</li> </ul>

**Personal Protection Equipment (PPE):** High visibility jacket or waistcoat, safety goggles, safety gloves, heavy (Ideally safety) boots - definitely no open sandals, full length trousers, fully sleeved upper garment(s) and ear defenders.

Risk Assessment approved



Date

23rd June 2026

To be reviewed June 2027

## **Appendix to Trimming of Hedgerow Risk Assessment – Indemnity**

Date of Activity \_\_\_\_\_ Location of Activity \_\_\_\_\_

We the undersigned understand and agree that we undertake this Trimming of Hedgerow work (the Activity) entirely at our own risk and that no personal liability shall devolve on the coordinator of the Activity, nor any volunteer or helper, nor shall any claim for such liability be considered by the coordinator, volunteer or helper/s. Ashton Hayes and Horton cum Peel Parish Council holds Public Liability Insurance.

A copy of the Certificate of Insurance is available upon request from the Clerk. As attendees of the Activity, we agree to volunteer our services for all reasonable activities to ensure the safety of ourselves and others. We will have read and understood the Risk Assessment prior to the start of the Activity and we have made ourselves aware of any known hazards. However, we recognise that there may be other or unknown hazards.

General care and attention should be applied by all those involved in the Activity at all times. Any accidents or personal injuries suffered during the visit are to be reported at the earliest opportunity to the Clerk of the Parish Council who will act as a focus for further action.

We agree that each of us are responsible for our own first aid provision.

As above we agree that we are responsible for our own Health and Safety. We agree to behave in a reasonable manner and ensure that none of our actions endanger either ourselves or any other person.

We will record below if we are under 18 years of age.

**In signing this indemnity form, we confirm that we have read, understand and agree to the above, and the Risk Assessment for this Activity. We also confirm that we have read and understand the Parish Council's Policy on Health and Safety. We confirm that we are in good health, fit and able to undertake the Activity.**

	<b>Name (BLOCK CAPITALS)</b>	<b>Under 18?</b>	<b>Signature</b>	<b>Exited</b>
1				
2				
3				
4				
5				
6				
7				
8				
9				

This document or a digital copy must be provided to Clerk within one week of completing the Activity.



# Ashton Hayes and Horton cum Peel Parish Council

## Co-option Procedure

### Introduction

This procedure is based on NALC Advice Note on Vacancies and Co-option.

### Insufficiency of candidates at an ordinary election

Provided that those elected constitute at least a quorum (three) the council (e.g. those elected unopposed) may co-opt any person or persons to fill the vacancies within 35 working days. If this is not done within the timescale Cheshire West and Chester Council's (CWaC) returning officer may then exercise its powers to hold a further election or to take other appropriate action to fill the vacancies.

### Casual vacancies

According to section 87 of the 1972 Local Government Act, a casual vacancy occurs when:

- a) a councillor fails to deliver their declaration of acceptance of office at the proper time or
- b) a councillor resigns; or
- c) a councillor dies; or
- d) in the case of a councillor who is disqualified by virtue of a criminal conviction, under section 79 of the Local Government Act 2000 (Wales) or under section 34 of the Localism Act 2011 (England), the expiry of the period for making an application or appeal or, if an appeal or application has been made, the date that any such application or appeal process comes to an end.
- e) on the date of a report or certificate of an election court that declares an election void;
- f) a person ceases to be qualified to be a councillor for a reason not mentioned above; or
- g) a councillor fails to attend meetings for six consecutive months.

Parish Councils are permitted to exercise the power to co-opt a person on to the Council to fill a casual vacancy when the requirements to hold an election have not been met.

### Procedure

Although seeking expressions of interest is not a legal requirement, the National Association of Local Councils (NALC) recommends that councils always give public notice of vacancies because this makes the process of co-option open and transparent and should attract more potential candidates.

Once a casual vacancy occurs, the Parish Clerk will inform CWaC and the vacancy will be displayed publicly on Parish council noticeboards, website and social media giving the deadline date for requests for an election to be received by the CWaC returning officer.

If CWaC confirm that the requirements to hold an election are not met, the Parish Council will advertise the vacancy to seek and encourage expressions of interest of persons to be co-opted by a specified date from anyone living or working in the Parish or within 3 miles of its boundaries who is eligible to stand as a Parish Councillor.

## Application process

1. Applicants are strongly advised to attend at least one Parish Council meeting as members of the public before applying to become a Councillor.
2. Applicants should also familiarise themselves with the following information:
  - the Good Councillor's Guide
  - Standing Orders
  - The code of conduct
  - Financial Regulations
  - And the most recent minutes of the Council

All of which can be found on the Parish Council website: [www.ashtonhayesparishcouncil.gov.uk](http://www.ashtonhayesparishcouncil.gov.uk)

3. The Clerk will send a copy of this policy or a link to it on the website, (which includes the co-option application form in Appendix B) to anyone who requests it.
4. Following receipt of applications, the next suitable Parish Council meeting will have an agenda item 'To receive written applications for the office of Parish Councillor and to co-opt a candidate to fill the existing vacancy/vacancies'.  
If considered necessary, this can be held as a private session at the end of all other business.
5. Copies of the eligible candidates' applications will be circulated to all parish councillors by the Clerk at least 3 clear days prior to the meeting of the full Parish Council, when the co-option will be considered.
6. All such documents will be treated by the Clerk and all parish councillors as strictly private and confidential and should be disposed of as soon as they are no longer required in line with UK GDPR.

At the meeting designated for a decision:

7. The Clerk will confirm that each candidate has signed and stated they are qualified to become a Councillor and is not disqualified from being a Councillor as set out in the Local Government Act 1972 s79 and s80.
8. Where the number of candidates is less than or equal to the number of vacancies, the candidates shall then be appointed to the council if they meet the section 79 eligibility criteria and they are not disqualified.
9. Where the number of candidates is more than the number of vacancies, The Chair will offer the opportunity for debate on the order of priority to offer co-option.
10. The vote will be by a show of hands on the acceptability of each candidate for co-option, utilising the 'person specification' criteria set out in Appendix A and the expression of interest form completed by candidates; no other information about or from a candidate will be passed on to the meeting by the Clerk.
11. An absolute majority vote is required for each candidate from all members present and entitled to vote (LGA 1972 Sch. 12. Para 39 (50% + 1)) (The applicant with the least number of votes cast will be deleted and the vote taken again and again etc. until the number of candidates equals the number of vacancies)
12. A vote will then be taken to select the order in which acceptable candidates (decided by the vote at 11. above) should be approached to offer co-option on this occasion.
13. Following the meeting the Clerk or the Chair will contact and offer co-option to candidate(s), in the order of priority determined by the vote at 11. above.
14. If the first choice does not accept the post, then the second is to be approached and so on until the ranking list is exhausted.

15. The Clerk will then notify Electoral Services of the new Councillor appointment, initiate acceptance of office paperwork and registration of interest and organise amendment of the Parish Council website and records accordingly.
16. Assuming that the co-option position is filled, and all paperwork completed, the appointment will be formally ratified at the next Full Council meeting.
17. The Clerk will then organise a suitable training and development programme for the new councillor utilising suitable training such as recommended by GAPTC or NALC.
18. If no one accepts the vacant post(s), the whole process is to be repeated when new individuals expressing interest are identified. Advertisement may continue.

Adopted:  
Next Review Date:

## Appendix A: Co-Opted Councillor Person Specification Personal Attributes

All potential candidates will be requested to put their request for consideration in writing by completing an application form (See Appendix B).

Competence	Required	Desirable
Personal attributes	<ul style="list-style-type: none"> <li>• Sound knowledge and understanding of local affairs and the local community.</li> <li>• forward thinking</li> <li>• Motivated and enthusiastic</li> </ul>	Can bring new skills, expertise or key local knowledge to the Council
Experience, Skills, Knowledge and Ability	<ul style="list-style-type: none"> <li>• Be contactable by phone and email.</li> <li>• Ability to listen constructively</li> <li>• A good team player</li> <li>• Ability to pick up and run with a variety of projects</li> <li>• Solid interest in local matters</li> <li>• Ability and willingness to represent the Council and their community</li> <li>• Good interpersonal skills and able to contribute opinions at meetings whilst willing to see others' views and accept majority decisions</li> <li>• Ability to communicate succinctly and clearly</li> <li>• Ability and willingness to work closely with other members and to maintain good working relationships with all members and staff</li> <li>• Ability and willingness to work with the Council's partners (e.g. voluntary groups, other parish councils, principal authority, charities, etc)</li> <li>• Ability and willingness to undertake induction training and other relevant training</li> </ul>	<ul style="list-style-type: none"> <li>• Be literate in IT regarding use of social media and websites.</li> <li>• Experience of business management.</li> <li>• Financial acumen.</li> <li>• Experience of working or being a member in a local authority or other public body</li> <li>• Experience of working with voluntary and or local community/interest groups.</li> <li>• Basic knowledge of legal issues relating to town and parish councils or local authorities</li> <li>• Experience of delivering presentations.</li> </ul>
Circumstances	Ability and willingness to attend meetings of the Council (or meetings of other local authorities and local bodies) at any time and events in the evening and at weekends.	

## Appendix B – Co-option Application Form

Full Name:	
Address:	
Post Code:	
Telephone Number:	
Mobile Number:	
Email Address:	

### ***Legal Qualifications for being a Parish Councillor***

To be able to stand as a candidate at a parish or town council election you must:

- Be at least 18 years old.
- Be a British citizen, an eligible Commonwealth citizen, a citizen of the Republic of Ireland, a qualifying EU citizen or an EU citizen with retained rights.

*Please tick the appropriate criteria that you are claiming from the list below. If applicable you can claim as many of these criteria as possible to support your application.*

- You are, and will continue to be, registered as a local government elector for the parish in which you wish to stand from the day of your nomination onwards.
- You have occupied as owner or tenant any land or other premises in the parish area during the whole of the 12 months before the day of your nomination and the day of election.
- Your main or only place of work during the 12 months prior to the day of your nomination and the day of election has been in the parish area.
- You have lived in the parish area or within three miles of it during the whole of the 12 months before the day of your nomination and the day of election.

Meaning of an eligible commonwealth citizen:

An eligible Commonwealth citizen is a Commonwealth citizen who either:

- does not need leave to enter or remain in the United Kingdom, or
- has indefinite leave to remain in the United Kingdom

Meaning of qualifying EU citizens:

A qualifying EU citizen is a citizen of a country:

- that has a bilateral Voting and Candidacy Rights (VCR) treaty with the UK
- is resident in the UK
- with any form of leave to remain, or does not require such leave.

Meaning of EU citizens with retained rights:

An EU citizen has retained rights if:

- they are a citizen of a country which does not have a bilateral Voting and Candidacy Rights (VCR) treaty with the UK
- and they have been legally resident in the UK since before the UK left the EU on 31/12/2020 (the Implementation Period Completion Date – IPCD)

***Disqualifications for holding office as a Councillor.***

In accordance with section 80 of the 1972 Act, a person is disqualified from being elected (co-opted) or being a Councillor if they:

- a) hold any paid office or employment (other than the office of Chair, Vice Chair or Deputy Chair) to which they have been appointed by the council or any committee or sub committee of the council, or by a paid officer of the council, or by any joint committee on which the council is represented; or
- b) is the subject of a bankruptcy restrictions order, an interim bankruptcy restrictions order, a debt relief restrictions order or an interim debt relief restrictions order under schedule 4ZB of the Insolvency Act 1986; or
- c) has within five years before the day of election or since their election been convicted of any offence and sentenced to a term of imprisonment of at least three months (whether suspended or not) without the option of a fine; or
- d) has been found guilty of corrupt or illegal practices, or was responsible for incurring unlawful expenditure and the court orders their disqualification.

In relation to a) above, when dealing with an office of profit, it is irrelevant that no profit was actually received.

Please give a brief narrative about yourself and outline why you are interested in being a Parish Councillor

Please tell us something about the skills and experience you feel you will bring to the Council, for example, professional qualifications, financial, event or project management expertise, previous local government experience, work in the voluntary or charitable sector, business experience etc.

***Use of Personal Information***

The Parish Council will use your information, including that which you provide on this application form, to assess your suitability to be a Parish Councillor. Your information will be held in confidence and not disclosed to third parties.

***Declaration & Consent***

I hereby confirm that I am eligible for the vacancy of Ashton Hayes and Horton-cum-Peel Parish Councillor and I am not disqualified under s80 of the Local Government Act 1972 from being a parish councillor and that the information given on this form is true and correct.

I have visited the Parish Council website and read the documents listed in Paragraph 2 of Ashton Hayes and Horton-cum-Peel Parish Council Co-option Policy and Procedure.

I have read the section above entitled "Use of Personal Information" and by signing this form I consent to the use and disclosure of my information included in this form.

I understand that a Parish Councillor is a public position and therefore, should I be successful with this application, my Name, Image and possibly my contact details (email and telephone) may be made public on the Parish Council Website in order to properly fulfil my function.

SIGNED..... NAME.....

DATE.....

Please return completed forms by email or post to:

[clerk@ashtonhayesparishcouncil.gov.uk](mailto:clerk@ashtonhayesparishcouncil.gov.uk)

76 Oaklea Avenue  
Hoole  
Chester CH2 3RE