TILSTON PARISH COUNCIL

12th November 2026

Commenced: **7.00 pm** **Terminated:** **8.20 pm**

Present: **Councillor Kenny (Chair)**
Councillors Eddleston, Edwin-Scott, Johnson and Roberts

Councillor Waddelove – Cheshire West and Chester Councillor

There were two members of the public in attendance.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor McWilliams.

2. MINUTES

The Minutes of the proceedings of the Meeting of the Parish Council held on 10th September 2026 were approved as a correct record and signed by the Chair.

3. DECLARATIONS OF INTEREST

There were no declarations of interest from Members of the Parish Council.

4. REPORT OF COUNCILLOR WADDELOVE - CHESHIRE WEST AND CHESTER COUNCILLOR

Councillor Waddelove reported on the following matters:-

- Speeding – The cost of speed monitoring equipment was £300.00 per location. Councillor Waddelove agreed to fund one location from his Member's Budget. The Parish Council agreed that it would fund another location, ideally on Malpas Road, at the top of the hill. However, the final locations would be decided by the Borough Council.
- Church Lane – double yellow lines would be applied to an area of Church Lane.
- Tilston Mast – there was one interested operator. The Government stated that there must be two operators, so it was hoped that another would come forward.
- Borough Council Overspend – An overspend of £10.9m was forecast by the end of this financial year.

RESOLVED

(i) That Councillor Waddelove's contribution of £300.00 to the cost of speed monitoring at one location be acknowledged, with thanks.

(ii) That the funding of £300.00, for the cost of speed monitoring at another location, ideally on Malpas Road (at the top of the hill), be approved.

5. PUBLIC FORUM

A resident enquired about the plans for the work anticipated to the area around the stocks. The Chair and Deputy Chair replied to his questions.

6. BUDGET AND FINANCE 2026-2027

The Parish Council considered a report of the Clerk and Responsible Financial Officer on the following matters:-

(i) Transactions

RESOLVED

That the following transactions, be approved:-

Payee/Payer	Description	Receipts	Payments
Lloyds Bank	Bank Charges		£4.25
Tilston Village Hall	Room Hire for August		£21.00
HugoFox	Emails-INV-31659		£2.99
Lloyds Bank	Interest		
Lloyds Bank	Bank Charges		£4.25
M Clough	September Salary		£414.52
HMRC	September HMRC		£118.54
Tilston Village Hall	Room Hire for September		£21.00
HugoFox	Emails-INV-32929		£2.99
Shires Accountants	Salary adjustments for backpay		£21.00
Chris Kenny	Reimbursement for Hazard Tape		£14.40
Lloyds Bank	Interest		
Zurich Municipal	Annual Insurance premium		£305.13
Shires Accountants	Payroll Fees		£144.60
H&AM Willett	Cutting and baling grass		£168.00
RBL Poppy Appeal	Wreath		£23.00
M Clough	Reimbursement for Norton		£69.99
M Clough	October Salary		£357.22
HMRC	October PAYE		£93.61

(ii) Approval of Payments
RESOLVED
That the following payments, be approved:-

Payee/Payer	Description	Expenditure
M Clough	Salary November 2026	£357.22
HMRC	PAYE/NI November 2026	£93.61
M Clough	Salary December 2026	Approx. £357.22
HMRC	PAYE/NI December 2026	Approx £93.21
HugoFox	November and December Email Charges	£2.99 per month
Lloyds Bank	Bank Charges November and December	£4.25 per month
M Clough	Mileage 9th April 2026 – 29 miles 11th June 2026 – 29 miles 13th August 2026 – 29 miles 8th October 2026 – 29 miles Total 116 miles @ 55p/miles	£63.80

(iii) Budget Head Expenditure 2026-2027 to 1st November 2026
RESOLVED
That the following Budget Head Expenditure to 1st November 2026, be approved:-

Budget Head	Total	Budget Allocated	£ Balance
Salary (including HMRC PAYE Costs)	£3,155.84	£5,550.00	£2,394.16
Payroll Fees	£262.80	£300.00	£37.20
Room Hire	£147.00	£240.00	£93.00

Administration	£154.98	£150.00	-£4.98
Petrol Reimbursement	£39.15	£120.00	£80.85
Website and Emails	£20.93	£300.00	£279.07
Internal Auditor	£143.35	£150.00	£6.65
External Auditor	£378.00	£378.00	£0.00
Information Commissioner	£47.00	£50.00	£3.00
Parish Council Insurance	£305.13	£450.00	£144.87
Grants	£500.00	£1,611.00	£1,111.00
Warm Spaces	£0.00	£500.00	£500.00
Election Fees	£0.00	£100.00	£100.00
Projects	£37.40	£2,500.00	£2,462.60
Subscriptions	£214.40	£275.00	£60.60
Hill Field Maintenance	£1,171.89	£2,000.00	£828.11
Bank Charges	£25.50	£60.00	£34.50
	£6,603.37	**£14,734.00**	**£8,130.63**

(iv) Explanation of Variances

The Clerk reported that there was a small variance to the Administration Budget, due to increases in Microsoft365 and Norton packages. This budget head would be increased for 2027-2028.

(v) Bank Reconciliation as at 1st November 2026

RESOLVED

That the following bank reconciliation to 1st November 2026, be approved:-

Bank Reconciliation 1st November 2026	
TILSTON PARISH COUNCIL	
Financial year ending 31 March 2027	
Prepared by: Muna Clough, Parish Clerk & RFO	
Balance per bank statements as at 31st October 2026	£
Current Account (00893268)	£15,934.81
Reserve Account (7250311)	£15,439.71
Less: any unpresented cheques	
Current Account (00893268)	£0.00
Reserve Account (7250311)	£0.00
Add: any unbanked cash	
Current Account (00893268)	£0.00
Reserve Account (7250311)	
Net bank balances as at 1st November 2026	**£31,374.52**
The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows	
CASH BOOK	

Opening Balance (Total Current and Reserve Account)	
Current Account - 1st April 2026	£8,690.29
Reserve Account - 1st April 2026	£15,394.53
Add: Receipts in the year	
Current Account (00893268)	£13,847.89
Reserve Account (7250311)	£45.18
Less: Payments in the year	
Current Account (00893268)	£6,603.37
Reserve Account (7250311)	£0.00
Closing balance per cash book [receipts and payments book] must equal net bank balances above	**£31,374.52**

(vi) Bank Statements – Treasurers Account
RESOLVED
That the following bank statements/documents, as circulated with the report, be approved:-

- **1st September 2026 – 30th September 2026**
- **1st October 2026 – 31st October 2026**

- **Bank Transactions – Instant Access Account 31st October 2026**

7. FORWARD PLANNING – DRAFT BUDGET 2027-2028
The Parish Council considered a report of the Clerk and Responsible Financial Officer on the draft budget for 2027-2028.

Members discussed the proposals and made some amendments, which would be confirmed at the next meeting, when the effect of the Tax Base could be considered, so that a Precept could also be approved.

RESOLVED
(i) That the engagement of Davenport Accountants for the next Internal Audit, be approved;
(ii) That the engagement of Shires Accountants for the 2027-2028 payroll services, be approved;
(iii) That the Parish Council further considers the distribution of grants;
(iv) That an earmarked reserve in the sum of £3,500.00 for the car park maintenance, be approved;
(v) That a sum of £4,000.00 be earmarked from the Parish Council's reserves for the work to the benches area around the stocks

8. TILSTON WAR MEMORIAL HALL CHARITY INCORPORATION
The Parish Council received an update from Councillor Kenny regarding correspondence from the Chair of the Tilston War Memorial Committee concerning the Committee's proposed incorporation as a Charitable Incorporated Organisation and its ability to hold legal title to the Village Hall property in its own name.

Members discussed the implications of transferring the legal title from the Parish Council, as custodian trustee, to the Charitable Incorporated Organisation. Consideration was given to what safeguards and

restrictions may exist to ensure that the Village Hall remained a community asset and to the extent to which the property would continue to be protected should the charity experience financial difficulties.

RESOLVED
That the Parish Council would welcome a meeting with the Tilston War Memorial Committee, to discuss this matter further.

At this juncture, the Chair moved to the following item of business on the agenda.

9. PLANNING MATTERS
The Parish Council considered the following planning matters:-

- **New planning application**

(i) **Reference Number:** 26/03233/FUL
Site Address: Orchard Cottage Duckington Lane Tilston Malpas SY14 7DU
Proposal: Demolition of the existing conservatory and construction of single-storey side and rear extensions, including alterations to fenestration with new window openings to the existing side and rear elevations and the installation of rooflights.
RESOLVED
That the Parish Council supports this application.

- **Planning application considered under the provisions of the Standing Orders**

(i) **Reference Number:** 26/03274/CAT
Proposal: T1 Horse Chestnut with basal root decay - Pollard to standing stem at 5m. T2 Horse Chestnut on edge of woodland overhanging the lawn - Crown lift by 2 to 2.5m and prune back from phone line for approximately 1m clearance. T3 Ash and T4 Scots Pine - Remove deadwood.
Site Address: Tilston Court Church Road Tilston Malpas SY14 7HB
RESOLVED
That the Parish Council's decision to not submit any comments in relation to this application, be ratified.

10. CAR PARK
Councillor Kenny reported that he had received a quote for the grass cutting maintenance of the car park by M Johnson, in the sum of £35.00 per cut.

RESOLVED
That the quote of £35.00 per cut by M Johnson, once a month commencing when necessary, be approved.

11. HILL FIELD
Councillor Edwin-Scott presented an update on work to Hill Field, which included:-

- Clearing the brambles and nettles in the wood.
- Bulb and plants had been planted.
- A bog area had been created in the wood.
- The recent Festival had been a huge success.

RESOLVED
That the report be noted.

12. BENCHES FOR THE VILLAGE GREEN

The Chair reported that he had managed to obtain three quotes for the work around the stocks/benches for the Village Green. The Parish Council noted that the prices varied significantly, and agreed that the lowest quote, received from ALB Landscaping, a local business, should be approved. The Chair added that the pavers for the base on which the benches would sit, had been donated.

RESOLVED

That the quote in the sum of £3,915 +VAT from ALB Landscaping, be approved.

13. FOOTPATH TO SCHOOL

RESOLVED

That consideration of this matter be deferred.

14. MAP HOLDER ON THE GREEN

The Chair updated the Parish Council on the refurbishment of the map holder, and the Members agreed to purchase a new planter in the sum of £90.00, to be installed at the location.

RESOLVED

That the purchase of a new planter in the sum of £90.00, to be installed at Map Holder, be approved.

15. CHRISTMAS LIGHTS ON THE GREEN

Councillor Eddleston reported that the existing Christmas tree lights were likely to fail and could require replacement. It was noted that a thorough inspection of the lights before Christmas was unlikely to be possible.

RESOLVED

That delegated authority to Councillor Eddleston for the purchase of appropriate replacement lights, with a maximum budget of £250.00, be approved.

16. POPPIES AND CHRISTMAS WREATHES

The Chair reported that the poppies on lamp posts had been well received. They would be removed for Christmas to be replaced by wreathes.

RESOLVED

That the report be noted.

17. HIGHWAYS MATTERS

Members noted that the speeding matters had been addressed in Item 4. Councillor Johnson reported on feedback received from the Borough Council's Principal Engineer, regarding Church Lane.

RESOLVED

That the report be noted.

18. FOOTPATHS WORKING PARTY

RESOLVED

That, in the absence of Councillor McWilliams, this matter be deferred to the next meeting.

19. MULTI-ORGANISATIONAL VILLAGE GROUP MEETING

RESOLVED

That, in the absence of Councillor McWilliams, this matter be deferred to the next meeting.

20. DATE OF NEXT MEETING

The Parish Council noted that the next meeting would be held on 14th January 2026 at 7.00 pm at Tilston War Memorial Hall.

21. URGENT ITEMS

The Chair considered that the following item of business (Minute 22) should be considered as a matter of urgency, due to time constraints.

22. SALT BOX

Councillor Roberts referred to a resident's request for the Parish Council to purchase and maintain a salt box, together with a supply of grit salt, for a section of road that is prone to icing during the winter months.

Members considered the request and discussed the potential implications, including whether a street furniture licence would be required and the associated maintenance and liability responsibilities.

Following discussion, no decision was reached.

RESOLVED
That the request be noted.

23. WARM SPACE

The Chair reported that the Warm Space project had commenced the previous Friday, had been well attended and had cost £29.00.

RESOLVED
That the report be noted.