

**Minutes of a Meeting of Sandymoor Parish Council**  
**Held on 18<sup>th</sup> December 2025 at Hazlehurst, Acton's Wood Lane**

**Present**

Cllr S Mahon, Chair, T Willett, Vice-Chair, S Hurst, J Secker and P Wright  
Arthur Neil, Clerk, Louise Irvine, RFO

Borough Councillor N Connolly  
5 members of the public

**1/12/25 Apologies for absence**

Apologies were received from Cllrs C Lowe, M Graves and B Schon

**2/12/25 Declarations of Interest**

Declarations were received from Cllr Hurst re any items relating to the Sandymoor Academy and the Clerk re any items referring to Northwich Town Council

**3/12/25 Minutes of the meeting held on 27<sup>th</sup> November 2025**

These were approved as a correct record and signed by the Chair

**4/12/25 Community Engagement.**

One resident had raised a question re anti-social behaviour. The Clerk had passed the complaint to the PCSO who had previously been involved in the matter. The Clerk and Chair reported on efforts to secure CCTV in the area of the shops and the Clerk had written to the PCC to ask if he could support this with Halton BC.  
Another issue was the delay in adopting Acton's Wood Close which was down to the timing of completing different developments.

**5/12/25 PCSO report.**

Nobody had been able to attend from the Police. However, the Chair and Clerk had met with PC Lines and PCSO Hogan the day before. The loss of PCSOs would present challenges to the force. It had been stressed that whilst the Police would seek to maintain a visible presence on Sandymoor it was important that people report incidents to the Police rather than social media so that data could be built up.

**6/12/25 Clerk's Report**

The Clerk's written report was received. A member of the public thanked the council for the poppy display which had been very welcome

Signed  .....Chair 22<sup>nd</sup> January 2026

## 7/12/25 Funding Application – Age UK

An application was presented asking the parish council to contribute £250 towards a digital inclusion project at Hazlehurst. This was approved.

## 8/12/25 Public Open Space Risk Assessment

The Council approved the POS Risk Assessment presented by the Clerk

## 9/12/25 Working Group updates

There were no updates.

## 10/12/25 Borough Council Report including Highways issues

Keckwick Lane and Delph Lane were due to be closed a for a period in 2026. Cllr Connolly would work with the Parish and Borough Councils to see if a pedestrian crossing could be located where the Tagmasters are proposed

## 11/12/25 Planning Applications

### Application Number: 25/00497/ADV

Application for advertisement consent for the proposed erection of 3 x totems and 4 x flags in two locations to advertise development at Sandymoor South Phase 2 Land Off Windmill Hill Avenue East & Walsingham Drive Runcorn Cheshire.

The Council had no comment on this application.

## 12/12/25 Accounts for payment

The following payments were approved

Name	Description	Ex VAT	VAT	Total
Staff	Salaries	1470.67	0.00	1470.67
Cheshire Pensions	Employer Pension Payment	150.15	0.00	150.15
A L Neil	Expenses	27.90	1.98	29.88
Microsoft	Office 365 Package	24.99	5.00	29.99
CLM Ltd	POS Maintenance Quarterly Invoice	2746.30	549.26	3295.56
CLM Ltd	Jubilee Forest Maintenance Quarterly Invoice	833.75	166.75	1000.50
JDH Business Services Ltd	Interim Internal Audit Fee 2025/26	390.00	78.00	468.00
NALC	Asset Management Training (MG)	35.00	7.00	42.00

Signed .....Chair 22<sup>nd</sup> January 2026

NALC	Asset Management Training (AN)	35.00	7.00	42.00
NALC	Asset Management Training (LI)	35.00	7.00	42.00
				0.00
	<b>Totals</b>	<b>6120.71</b>	<b>821.99</b>	<b>6942.70</b>

### 13/12/25 Finance Report

The RFO presented the following report which was accepted by the Council

#### Current Account:

Precept: £10,039.01

Excess POS Dividends (In Current A/C): £18,045.13

Sink Fund Dividends & Rent (In Current A/C): £436.82

Total: **£28,520.96**

#### Savings Accounts:

General Reserves in Co-op Savings Account: £52,190.40

POS Money in Charity Account: £55,532.26

Sink Fund Money in Cambridge Account: £41,892.49

Precept Money in Unity Account: £20,171.70

Precept Money in Hinkley & Rugby Account: £20,204.06

#### Current Account Income and Outgoings (25th November 2025 – 15th December):

Expenditure: £6,542.81

Transfers from Current to Savings: £0.00

Income: £0.00

Transfers from Savings to Current: £0.00

#### Investments:

POS Dowry<sup>1</sup> Latest Valuation: £708,775.77

Dividend Received for Quarter (31st Oct 2025): £7949.78

Sink Fund<sup>2</sup> Latest Valuation: £38,945.56

Dividend Received for Quarter (31st Oct 2025): £436.82

<sup>1</sup>POS Dowry is an investment with CCLA (Church Charities & Local Authorities) investment company from which a dividend is received on a quarterly basis.

### 14/12/25 Review of Audit Report

The RFO presented the Internal Auditor's Report and the Council approved the suggested responses to questions (the Risk Assessment).

These included the adoption of the Risk Assessment for Public Open Space; review of Data Protection Policy and the annual review of the fixed asset register.

**In accordance with the Local Government Act it was resolved to conduct the rest of the meeting in Part B**

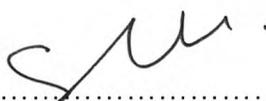
Signed .....  ..... Chair 22<sup>nd</sup> January 2026

**PART B**

**15/12/25 Public Open Space Report**

**An item regarding the Morris Homes site was raised and the Clerk would raise with Homes England.**

**Next Meeting Thursday 22<sup>nd</sup> January 2026**

Signed  .....Chair 22<sup>nd</sup> January 2026

## **Clerk's Report December 2025**

### **Keepmoat**

I have made contact with them and they are hoping to have a meeting with a range of local stakeholders . This had been expected before Christmas but has not been possible. I expect the Parish Council will have further meetings with them after this to discuss Public Open Space and how the local community can be involved in its design at an early stage.

### **SID**

Have had concerns expressed re breakdowns of the SID and have made these known to HBC.

### **Poppies**

These should all have been taken down by the time of the meeting. I have ordered another 20 and hope we can get a few more volunteers next year. This year they were well received.

### **Memorial Benches**

These have not yet arrived at CLM but should be there soon. We will need to confirm places – bridle path and village centre?

### **Parking**

Have had a complaint from a resident regarding parents parking at the apartments by the community centre whilst waiting for children from the Academy and have asked the Principal of the Academy if parents could be asked not to park on those spaces specifically for residents.

### **Training – Asset Management**

Cllr Graves, Louise and I have enrolled on this for January 2026.

### **Public Open Space**

The plans for the Bloor areas are now confirmed with solicitors and the Morris transfer agreement is almost complete having been returned by our solicitor with a few small amendments.

I expect we'll be inviting tenders for SLA 1 in January!

Arthur Neil

**Clerk**

11<sup>th</sup> December 2025