

GREAT WARFORD PARISH COUNCIL

Minutes of the Annual Parish Council meeting held

Wednesday 20th May, 2026 at 7:20p.m.

at Great Warford Baptist Chapel, Merrymans Lane, Great Warford.

Present Councillors B. Thompson (Chairman), C. Rossington, J. Shasha.
Members of the public (3).
Dr. E. M. Maddock – Clerk & Responsible Financial Officer.

1. **Election of Chairman:** The retiring Chairman invited nominations for the position of Chairman for the 2026/27 civic year. One nomination was received in respect of Councillor B. Thompson.

073/26 RESOLVED (a) That Councillor B. Thompson be elected as Chairman to Great Warford Parish Council for the 2026/27 civic year.
(b) That the Chairman's Declaration of Acceptance of Office be received. (All in favour)

2. **Election of Vice Chairman:** The Chairman invited nominations for the position of Vice Chairman for the 2026/27 civic year. One nomination was received in respect of Councillor J. Shasha.

074/26 RESOLVED (a) That Councillor J. Shasha be elected as Vice Chairman to Great Warford Parish Council for the 2026/27 civic year. (All in favour)

3. **Apologies for absence**

Councillor J. Macrae – Personal reason.
Councillor N. Peacock – Personal reason.
Councillor L. Wildig – Personal reason (previously approved).
Councillor E. Wood – Personal reason.
Cheshire East Ward Member Cllr. H. Moss.

075/26 RESOLVED (a) That the above apologies for absence be received. (All in favour)

4. **Declarations of interest**

(a) **Agenda items:** None.

076/26 RESOLVED (a) To note that no declarations of interest were made. (All in favour)

(b) **Registration of Interests forms:** Members were reminded to review their forms and advise the Clerk if any updates were required.

077/26 RESOLVED (a) To receive and note the reminder regarding updating register of interest forms. (All in favour)

7:23p.m. – One resident joined the meeting.

5. **Public forum for questions:** A resident raised a query regarding the condition of the telephone kiosk at Mill Lane. It was reported that an order had been placed for improvement work to be carried out, however, there was a delay while some parts became available.

078/26 RESOLVED (a) To receive and note the query from a resident. (All in favour)

6. **Cheshire East Ward Member Cllr. H. Moss:** Borough Councillor H. Moss was not present at the meeting, however she had forwarded a report advising that: a date was still awaited for when white lining works would be undertaken; she was continuing to represent residents regarding activities at Warford Park; no update had been received regarding the appeal relating to a proposed residential development at Ancoats Lane.

079/26 RESOLVED (a) To receive and note the update from Borough Councillor H. Moss. (All in favour)

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7. Minutes

- (a) The Minutes of the Parish Council Meeting held 18th March, 2026 had been previously circulated to all Members.

080/26 RESOLVED (a) That the Minutes of the meeting held 18th March, 2026 be approved as a correct record and signed by the Chairman. (All in favour)

8. Finance

- (a) **Financial Statement 2026/27 as at 20th May, 2026:** Members considered the financial statement 2026/27 which was unanimously accepted. (Appendix A)

- (b) **Receipts:** The Chairman noted the receipts listed at Appendix B.

- (c) **Payments:** The Chairman outlined the basis of payments listed at Appendix C.

081/26 RESOLVED (a) That the financial statement as at 20th May, 2026 be received and the Chairman's observations duly noted. (Appendix A)
(b) To note the receipts at Appendix B.
(c) That the schedule of payments at Appendix C be approved and duly authorised. (All in favour)

(d) Internal Audit 2025/26

- i. **Internal Audit Report:** The Internal Audit Report contained within the Annual Governance and Accountability Return 2025/26 had been previously circulated to all Members.

082/26 RESOLVED (a) That the Internal Audit Report contained within the Annual Governance and Accountability Return be received and duly noted. (All in favour)

- ii. **Internal Audit Action Plan:** Members considered the Internal Audit Action Plan. Report states, "No issues arising – a robust set of accounting records have been maintained with a comprehensive audit trail to supporting information and all internal control objectives have been met. Recommendations in respect of 2022/23 issues have been implemented in full. In addition, the council has provided comprehensive evidence for the aspects of Assertion 10 compliance reviewed by internal audit."

083/26 RESOLVED (a) That the Internal Audit Action Plan be received. (All in favour)

(e) Final Accounts and Audit Arrangements 2025/26

- i. **Annual Governance Statement 2025/26 (Section 1 of the Annual Governance and Accountability Return):** Members considered the Annual Governance Statement 2025/26 and unanimously agreed that 'yes' be recorded by items 1-8 and 10 and 'n/a' be recorded in respect of item 9 (Trust Funds).

084/26 RESOLVED (a) That the Annual Governance Statement (Section 1 of the Annual Governance and Accountability Return) record a 'yes' in respect of items 1-8 and 10 and 'n/a' in respect of item 9.
(b) That the Chairman and Clerk & Responsible Financial Officer be authorised to sign the certificate in respect of Section 1 of the Annual Governance and Accountability Return 2025/26. (All in favour)

- ii. **Final Accounts and Supporting Notes 2025/26:** The Chairman presented the Final Accounts and Supporting Notes 2025/26 to the Council.

085/26 RESOLVED (a) That the Final Accounts and Supporting Notes for the financial year ended 31st March 2026 be duly approved and adopted.

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(Appendix D) (All in favour)

- iii. **Accounting Statements 2025/26 (Section 2 of the Annual Governance and Accountability Return):** The Chairman presented the Accounting Statements 2025/26 to the Council.

086/26 RESOLVED (a) That the Chairman and Clerk & Responsible Financial Officer be authorised to sign the certificate in respect of Section 2 of the Annual Governance and Accountability Return 2025/26. (All in favour)

- iv. **Certificate of Exemption from Limited Assurance Review contained within the Part 2 Annual Governance and Accountability Return:** The Chairman presented the Certificate of Exemption from Limited Assurance Review to the Council.

087/26 RESOLVED (a) That the Chairman and Clerk & Responsible Financial Officer be authorised to sign the Certificate of Exemption from Limited Assurance Review. (All in favour)

- (f) **Earmarked reserves:** It was noted that earmarked reserves were reviewed and confirmed at the meeting held 18th March, 2026

088/26 RESOLVED (a) To receive and note the update. (All in favour)

- (g) **Banking arrangements**

- i. **Authorised signatories**

089/26 RESOLVED (a) That no changes to the banking mandate are required at this time. (All in favour)

- ii. **Direct Debit payments**

090/26 RESOLVED (a) That approval be re-confirmed for current direct debit payments to HM Revenue and Customs, 123-reg, Information Commissioner's Office and npower to continue. (All in favour)

- iii. **Standing Order payments**

091/26 RESOLVED (a) To record that the Parish Council does not operate any standing order payments. (All in favour)

- (h) **Quarterly bank reconciliation verifications**

092/26 RESOLVED (a) That Councillor E. Wood be authorised to undertake the quarterly bank reconciliation verifications. (All in favour)

- (i) **Financial risk assessment:** The financial risk assessment 2026/27 had been previously circulated to all Members.

093/26 RESOLVED (a) That the financial risk assessment 2026/27 be approved and adopted as presented (Appendix E). (All in favour)

- (j) **VAT reclaim 2025/26:** Members noted the actions of the Clerk & Responsible Financial Officer in submitting a VAT reclaim to HMRC in the sum of £1,904.06.

094/26 RESOLVED (a) That the actions of the Clerk & Responsible Financial Officer in submitting a VAT reclaim to HMRC in the sum of £1,904.06 be confirmed. (All in favour)

- (k) **Community Infrastructure Levy Monitoring Report 2025/26**

095/26 RESOLVED (a) That the actions of the Clerk & Responsible Financial Officer in submitting the Community Infrastructure Levy Monitoring Report to Cheshire East Council be confirmed. (All in favour)

- (l) **Barclays Bank:** It was reported a response was awaited from Barclays Bank following re-submission of the account closure form.

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096/26 RESOLVED (a) To receive and note the update. (All in favour)

9. Planning Applications

- (a) **Recent planning decisions:** Members noted the new planning decisions that had been issued by Cheshire East Council in respect of development within the Parish. (Appendix F)

097/26 RESOLVED (a) That matters relating to application 20/1503M be referred back to Cheshire East Council planning enforcement team for review. (All in favour)

(b) Planning applications

- i. **26/0508/FUL:** Cheshire Health Club and Spa, Warford Park, Faulkners Lane. WA16 7RN
Replacement building to provide extension to gym.

098/26 RESOLVED (a) That no comments be submitted to Cheshire East Council in respect of application 26/0508/FUL. (All in favour)

- ii. **26/1263/CLPUD:** Maron House, Chelford Road, Great Warford. SK9 7TL
Certificate of proposed lawful development for detached annex building located within the rear garden of the existing property. The building will be used as a home office ancillary to the main dwelling.

099/26 RESOLVED (a) That no comments be submitted to Cheshire East Council in respect of application 26/1263/CLPUD. (All in favour)

- iii. **26/1316/TPO:** Warford Hall, Warford Hall Drive, Great Warford. SK9 7TP
Sycamore Tree T1 Crown lift to 6 metres dead wood and crown thin to 25%.

100/26 RESOLVED (a) That no comments be submitted to Cheshire East Council in respect of application 26/1316/TPO. (All in favour)

- iv. **26/1349/HOUS:** 3 Warford Crescent, Great Warford. SK9 7TW
Proposed extensions and alterations including the demolition of existing outbuildings and conservatory, and formation of two storey side extension with single storey rear extension and associated external works and landscaping.

101/26 RESOLVED (a) That no comments be submitted to Cheshire East Council in respect of application 26/1349/HOUS. (All in favour)

- v. **26/1613/DSC:** High Noon Farm, Ancoats Lane, Great Warford. WA16 7AT
Discharge of condition 14 on approval 24/0094M: Demolition of existing buildings and erection of 4 number dwellings.

102/26 RESOLVED (a) That no comments be submitted to Cheshire East Council in respect of application 26/1613/DSC. (All in favour)

- vi. Any applications received following issue of Agenda: None.

103/26 RESOLVED (a) To note that no further applications had been received. (All in favour)

- (c) **Planning Enforcement Updates:** There was nothing to report.

104/26 RESOLVED (a) To receive and note the update. (All in favour)

- (d) **Planning Enforcement:** No new issues were identified.

105/26 RESOLVED (a) To receive and note the update. (All in favour)

10. Highway maintenance and enhancements

- (a) **Update on previously reported highway matters:** It was reported that updates had been received from Cheshire East Council advising that the pothole outside 'Alstone' on Merrymans Lane had been assessed but did not present a risk to

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highway users at this time. Holes along the edge of the carriageway at Merrymans Lane (near Warford Crescent) had been repaired. The pothole at the junction of Warford Crescent with Merrymans Lane had also been repaired.

106/26 RESOLVED (a) To receive and note the updates. (All in favour)

- (b) **Highway matters for attention:** It was reported that the holes at Merrymans Lane near Warford Crescent had re-appeared.

107/26 RESOLVED (a) That the above issue be reported to Cheshire East Council for attention. (All in favour)

- (c) **Community Speed Watch:** Item deferred.

108/26 RESOLVED (a) That the item be deferred to the next meeting. (All in favour)

- (d) **Speed indicator device data:** Members noted the data which had been collected by the speed indicator devices. (Appendix G)

109/26 RESOLVED (a) To receive and note the update. (All in favour)

- 11. Newsletter:** It was noted that the newsletter had been distributed to households within the Parish. There had been positive feedback from residents regarding the communication.

110/26 RESOLVED (a) To receive and note the feedback regarding the newsletter. (All in favour)

12. Correspondence

- (a) To consider specific correspondence received by the Parish Council since the date of the last ordinary meeting and determine such actions as Members consider appropriate thereto:

- i. Cheshire & Warrington Combined Authority: Invitation to Town and Parish Councils meeting.

111/26 RESOLVED (a) That no-one was available to attend the meeting. (All in favour)

13. Community matters

- (a) **Report from Mobberley Ward Policing Team:** It was reported that Police updates and surgery dates continue to be issued via Cheshire Police Alerts.

112/26 RESOLVED (a) To receive and note the update. (All in favour)

- (b) **Great Warford Residents Group:** Item deferred.

113/26 RESOLVED (a) To defer the item to the next meeting. (All in favour)

- (c) **Defibrillator provision at Warford Park:** It was reported that a new management agent is now in place and two defibrillators are to be installed. A third defibrillator will be considered at a future date.

114/26 RESOLVED (a) To receive and note the update. (All in favour)

- (d) **Parking issues at Mary Dendy Playing Field:** It was reported that parking issues are, again, occurring at Mary Dendy Playing Field. It was noted that some trees had been removed to provide additional parking areas but the significant use of the site at weekends was leading to vehicles being parked within the residential estate and along the rural lanes. It was also noted that vehicles are driving at speed on the playing field access drive.

115/26 RESOLVED (a) That the concerns be forward to Cheshire East Council. (All in favour)

14. Annual review of Parish Council administrative matters

- (a) **Policy review:** Members reviewed the following policies:
- i. Standing Orders

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- ii. Financial Regulations
- iii. Scheme of delegated authority
- iv. Biodiversity Policy
- v. IT and Email Policy
- vi. Information and Data Protection Policy
- vii. Information and Data Retention and Disposal Policy
- viii. Freedom of Information Scheme and Schedule
- ix. Subject Access Policy
- x. Privacy Notice (General)
- xi. Privacy Notice (Staff, Councillors and Role Holders)
- xii. Complaints Procedure

116/26 RESOLVED (a) That the above policies be re-approved as existing. (All in favour)

(b) Appointment of Committees

117/26 RESOLVED (a) That no committees be appointed at this time. (All in favour)

(c) Service delivery

118/26 RESOLVED (a) To record that the Parish Council holds a service level agreement with Northwich Town Council for the delivery of grounds maintenance. (All in favour)

(d) Representatives to external organisations

119/26 RESOLVED (a) To note that no Members of the Parish Council are appointed as representatives to work with external bodies. (All in favour)

(e) General Power of Competence

120/26 RESOLVED (a) To record that the Parish Council is not eligible to exercise the general power of competence. (All in favour)

(f) Parish Council assets

121/26 RESOLVED (a) To approve the list of assets, as contained within the final accounts, and confirm that relevant insurance is held in respect of assets. (All in favour)

(g) Review of insurance

122/26 RESOLVED (a) That the Parish Council holds insurance cover for risks relevant to the authority. (All in favour)

(h) Subscriptions to other bodies

123/26 RESOLVED (a) That the Parish Council holds subscriptions to Cheshire Association of Local Councils, CPRE and Cheshire Community Action. (All in favour)

(i) Dates of meetings 2026/27

124/26 RESOLVED (a) That meetings for the 2026/27 civic year be held on the following dates:

**15th July 2026
16th September 2026
18th November 2026
20th January 2027
17th March 2027
19th May 2027 (All in favour)**

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15. Matters for inclusion on next/future meeting agenda

- (a) Update relating to work to lobby for Parish Councils to be included within remit of the Financial Ombudsman Service.

16. Date of next meetings:

- (a) Wednesday 15th July, 2026 at 7:00p.m.

17. Exclusion of public and press

- (a) To consider passing a resolution under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press from the meeting for the following item of business on the grounds that it could involve the likely disclosure of exempt information.

125/26 RESOLVED (a) That a resolution to exclude the public and press from the following item of business on the grounds that it could involve the likely disclosure of exempt information is not required as there are no items to discuss. (All in favour)

- (b) Matters for consideration including those transferred from above items (as required): None.

The meeting was declared closed by the Chairman at 7:47p.m.

Signed:..... Approval date: 15th July, 2026

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Appendix A: Financial Statement

Financial Statement – 2026/27 as at 20 th May, 2026					
Actual 2025/26 £	Details	2026/27 Budget £	Actual to Apr. 26 £	Agenda May 26 £	Budget Balance £
	Receipts				
11,242.00	Precept	11,441.00	0.00	5,720.50	5,720.50
0.00	Balances	2,491.00	0.00		0.00
349.08	Investment interest		0.00	22.60	0.00
0.00	Sale of assets		0.00		0.00
20.00	Grants, donations & refunds		0.00		0.00
0.00	Community Infrastructure Levy		0.00		0.00
169.39	VAT refund		0.00	1,904.06	144.25
11,780.47	Total receipts	13,932.00	0.00	7,647.16	5,864.75
	Payments				
4,641.00	Salary (Clerk)	5,031.00	0.00	837.20	4,193.80
36.71	National Insurance (Employer)	0.00	0.00	0.48	-0.48
275.00	Allowances (Clerk)	300.00	0.00		300.00
253.16	Administration	325.00	0.00		325.00
0.00	Chairman/Member allowances	0.00	0.00		0.00
442.00	Audit fees (internal & external)	460.00	0.00	244.00	216.00
300.00	Insurance	350.00	0.00	300.00	50.00
290.18	Grants/Donations (inc. s.137)	500.00	0.00		500.00
119.76	Website	152.00	0.00		152.00
381.44	Subscriptions/affiliation fees	434.00	0.00	238.40	195.60
140.00	Room hire	230.00	0.00	20.00	210.00
0.00	Training	210.00	0.00		210.00
240.77	Street lighting	615.00	0.00	41.41	573.59
1.81	Christmas tree and lighting	350.00	0.00		350.00
1,343.00	Parish Maintenance	1,400.00	0.00	135.00	1,265.00
7,545.77	Assets – purchase	600.00	0.00		600.00
150.18	Assets – maintenance	1,725.00	0.00		1,725.00
0.00	Newsletter	750.00	0.00	331.90	418.10
0.00	Contingency	500.00	0.00		500.00
1,854.26	VAT		0.00	144.25	
18,015.04	Total payments	13,932.00	0.00	2,292.64	11,783.61

Cash/Bank reconciliation	01/04/26	01/04/26	20/05/26	31/03/27
Balance B/Fwd	24,801.80	24,801.80	24,801.80	30,156.32
Add total receipts	13,932.00	0.00	7,647.16	5,864.75
Less total payments	13,932.00	0.00	2,292.64	11,783.61
Balance C/Fwd	24,801.80	24,801.80	30,156.32	24,237.46
Cumulative balances	Balance	Balance	Balance	Balance
	01/04/26	01/04/26	20/05/26	31/03/27
General funds	10,651.80	10,651.80	16,006.32	10,087.46
Earmarked reserves	14,150.00	14,150.00	14,150.00	14,150.00
	24,801.80	24,801.80	30,156.32	24,237.46

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Cash/Bank Reconciliation as at 20th May, 2026

Cash

Balance brought forward 01/04/26	
Current Account (NatWest)	717.41
Business Reserve Account (NatWest)	8,590.28
Liquidity Manager Account (NatWest)	10,198.26
Community Account (Barclays)	250.00
Business Premium Account (Barclays)	5,045.85
	<u>24,801.80</u>

Plus receipts	7,647.16
Less payments	<u>2,292.64</u>
Balance carried forward 20/05/26:	<u><u>30,156.32</u></u>

Bank

Current Account (NatWest)	8,334.24	01/05/26
Add receipts/transfer since above statement	<u>0.00</u>	
	0.00	
Less unrepresented cheques		
2025/26	-14.09	
For approval	-2,292.64	
Payments already issued	<u>21.82</u>	
	<u>-2,284.91</u>	
	6,049.33	20/05/26
Business Reserve Account (NatWest)	8,596.28	01/05/26
Add receipts/transfer since above statement	<u>0.00</u>	
	0.00	
Less unrepresented cheques	<u>0.00</u>	
	<u>0.00</u>	
	8,596.28	20/05/26
Liquidity Manager Account (NatWest)	10,214.86	01/05/26
Add receipts/transfer since above statement	<u>0.00</u>	
	0.00	
Less unrepresented cheques	<u>0.00</u>	
	<u>0.00</u>	
	10,214.86	20/05/26
Community Account (Barclays)	250.00	31/03/26
Add receipts/transfer since above statement	<u>0.00</u>	
	0.00	
Less unrepresented cheques	<u>0.00</u>	
	<u>0.00</u>	
	250.00	20/05/26
Business Premium Account (Barclays)	5,045.85	31/03/26
Add receipts/transfer since above statement	<u>0.00</u>	
	0.00	
Less unrepresented cheques	<u>0.00</u>	
	<u>0.00</u>	
	5,045.85	20/05/26
Total bank balances 20/05/26	<u><u>30,156.32</u></u>	

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Appendix B: Receipts

2025/26

NatWest Bank plc	£7.13	Gross interest – March 2026 (BR)
NatWest Bank plc	£17.81	Gross interest – March 2026 (LM)

2026/27

Cheshire East Borough Council	£5,720.50	Precept 2026/27 (50%)
HM Revenue and Customs	£1,904.06	VAT reclaim 2025/26
NatWest Bank plc	£6.00	Gross interest – April 2026 (BR)
NatWest Bank plc	£16.60	Gross interest – April 2026 (LM)

Appendix C: Payments for approval

Cheque No 000081	E. M. Maddock	£670.00	Salary: Apr-May 2026 [A]
Direct Debit	H. M. Revenue & Customs	£167.68	PAYE payments [B]
Cheque No 000082	Great Warford Baptist Chapel	£20.00	Room hire (20/05/26) [C]
Cheque No 000083	JDH Business Services Ltd.	£292.80	Internal audit fee 2025/26 [D]
Cheque No 000084	Cheshire Association of Local Councils	£238.40	Affiliation fee 2026/27 [E]
Cheque No 000085	Zurich Municipal	£300.00	Insurance premium 2026/27 [F]
Cheque No 000086	Northwich Town Council	£162.00	Grounds maintenance [G]
Direct Debit	npower	£21.82	Electricity charges: Mar. 26 [H]
Direct Debit	npower	£21.66	Electricity charges: Apr. 26 [H]
Cheque No 000087	E. M. Maddock	£398.28	Reimbursement for newsletter printing/distribution [I]

[A] Local Government Act 1972 s.112

[B] The Income Tax (Pay As You Earn) Regulations 2003 s.67G

[C] Local Government Act 1972 s.111 (Local Government Act 1972 Sch.12 para. 8)

[D] The Accounts and Audit Regulations 2025 s.5

[E] Local Government Act 1972 s.143

[F] Employers' Liability (Compulsory Insurance) Act 1969 s.1; Local Government Act 1972 ss.114, 140

[G] Public Health Act 1875 s.164, Local Government Act 1972 Sch.14 para.27

[H] Parish Councils Act 1957 s.3

[I] Local Government Act 1972 s.142

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Appendix D: Final Accounts and Supporting Notes 2025/26

Summary Receipts & Payments Account for the year ended 31st March, 2026

2024/25 £.	<u>Receipts</u>	2025/26 £.
10,957.00	Precept	11,242.00
72.89	Investment Interest	349.08
0.00	Sale of assets	0.00
0.00	Grants & Donations	0.00
14,755.07	Refunds / unrepresented cheque	20.00
1,916.60	Community Infrastructure Levy	0.00
304.92	V.A.T. Refund	169.39
<u>28,006.48</u>	Total Receipts	<u>11,780.47</u>
	<u>Payments</u>	
4,401.84	Salary (Clerk)	4,641.00
0.00	National Insurance (Employer)	36.71
0.00	Member Allowances	0.00
226.40	Administration	253.16
275.00	Employment Allowances	275.00
220.00	Audit Fees (internal & external)	442.00
300.00	Insurance	300.00
107.86	Website	119.76
261.54	Street Lighting Electric	240.77
0.00	Training	0.00
341.48	Subscriptions / Affiliation Fees	381.44
100.00	Room Hire	140.00
155.00	Christmas Lighting	1.81
240.00	Parish Maintenance	1,343.00
148.29	Asset purchase	7,545.77
290.90	Asset maintenance	150.18
249.00	Newsletter	0.00
300.00	Grants	290.18
0.00	s.137 payments	0.00
0.00	Contingency	0.00
14,755.07	Unauthorised transactions	0.00
219.19	V.A.T.	1,854.26
<u>22,591.57</u>	Total Payments	<u>18,015.04</u>
25,621.46	Balance B/Fwd. 01/04/25	31,036.37
28,006.48	Add Total Receipts	11,780.47
-22,591.57	Less Total Payments	-18,015.04
<u>31,036.37</u>	Balance C/Fwd. 31/03/26	<u>24,801.80</u>
	<u>Analysis of Cumulative Funds</u>	
4,985.31	Barclays - Business Premium Account	5,045.85
250.00	Barclays - Community Account	250.00
25,801.06	NatWest – Current Account	717.41
0.00	NatWest – Business Reserve Account	8,590.28
0.00	NatWest – Liquidity Manager Account	10,198.26
<u>31,036.37</u>	Total	<u>24,801.80</u>
	<u>Above Funds held for the following purposes:-</u>	
17,396.26	General Funds	10,651.80
13,640.11	Earmarked Reserves	14,150.00
0.00	Capital Reserves	0.00
<u>31,036.37</u>		<u>24,801.80</u>

The above Statement represents fairly the financial position of Great Warford Parish Council as at 31st March, 2026 and reflects its receipts and payments during the year.

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Great Warford Parish Council – Supporting Notes 2025/26

Assets

During the year the following assets were purchased at the cost shown:-

Speed radar gun	£105.77
Speed indicator devices and poles	£7,440.00
	<u>£7,545.77</u>

During the year the following assets were disposed of for the amount shown:-

Party Solar Globe Lights (2 sets)	£30.00
LED Fairy Lights (2 sets)	£35.00
Dog Poo Fairy Signs (20)	£45.00
Christmas Lights	£105.69
	<u>£30.00</u>

At the 31st March, 2026 the following assets were held:-

Seats (3)	£1,938.00
Street lights (3) & Column	£1,763.00
Notice Board (1)	£552.00
Boundary Signs (7)	£3,009.00
Telephone Kiosk (1)	£1.00
Bespoke Oak Tree Seat	£1,200.00
Most Improved Village Signs (2)	£564.00
Tree Plaque (1)	£95.00
Grit Bins (2)	£216.00
Chairman Badge of Office Bar	£25.00
Street lighting column	£1,559.31
Laptop Computer	£332.50
Electricity Feeder Pillar	£1,264.18
Floral display planters (4)	£1,534.40
Christmas Lights	£68.29
Printer	£91.66
Scanner	£56.63
Speed radar gun	£105.77
Speed indicator devices and poles	£7,440.00
	<u>£21,815.74</u>

Leases At the year end the following leases were in operation:- None.

Borrowings As at close of business on 31st March, 2026 the following loans to the Council were outstanding:- None

Debts At the year end debts of £1,904.06 (VAT reclaim) were outstanding and due to the Council.

Capital Reserves None

<u>Earmarked Reserves</u>	Telephone Kiosk Deposit	200.00
	Village Picnic Fund (Notice Board)	750.00
	Transparency Code Grant - Clerk Training	200.00
	Highway Safety Projects	4,000.00
	Telephone Kiosk Refurbishment	2,000.00
	Democratic Services Fund	4,000.00
	Commitments: Christmas lighting	1,000.00
	Commitments: Telephone kiosk	2,000.00
		<u>£14,150.00</u>

Tenancies During the year the following tenancies were held:- None.

Section 137 Payments

The limit for spending under Sect. 137 of the Local Government Act 1972 for this Council in the year of account was £6,882.00 and payments made were:- None

Agency Work During the year the Council undertook the following agency work on behalf of other local authorities:- None

Advertising and Publicity

The following costs for advertising and publicity were incurred during the year:- None

Pensions For the year of account the Council made no contribution to staff pensions.

Contingent Liabilities None

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Appendix E: Risk Assessment 2026/27

The following risk assessment sets out risks which the Council may encounter during the year. The list is not exhaustive and additional items may be added throughout the year as circumstances require.

Priority of risk management				
Likelihood of occurrence	Highly Likely (score 3)	Medium (3 x 1)	High (3 x 2)	Very High (3 x 3)
	Possible (score 2)	Low (2 x 1)	Medium (2 x 2)	High (2 x 3)
	Unlikely (score 1)	Very low (1 x 1)	Low (1 x 2)	Medium (1 x 3)
		Negligible (score 1)	Moderate (score 2)	Severe (score 3)
Impact				

Risk area	Risk identified	Level of risk			Management of risk	Action required	Review date
		Likelihood	Impact	Risk score			
Section one: Areas where there may be scope to use insurance to help manage risk							
Property and contents owned by the council	Loss or damage	2	2	4	An up-to-date register of assets and investments	Review annually by council, annually by internal auditor.	Mar. 27
Damage to third party property or individuals	Public liability	2	3	6	Property maintenance and insurance cover	Insurance held with Zurich, reviewed and renewed annually by council, reviewed internal auditor	Mar. 27
Consequential loss of income or the need to provide essential services following critical damage, loss or non-performance by third party	Public liability	2	2	4	Annual review of risk and the adequacy of insurance cover	Value of insurance held reviewed annually by council and internal auditor	Mar. 27
Loss of cash through theft or dishonesty	Fidelity guarantee	1	2	2	Cash handling is not encouraged but where case is received – banked within 7 days	Insurance held with Zurich, reviewed and renewed annually by council, reviewed internal auditor	Mar. 27
Legal liability as consequence of asset ownership	Public liability	2	2	4	Property maintenance and insurance cover	All assets covered by insurance. Assets reviewed at least annually and maintenance arranged upon identification of defect.	Mar. 27
Section two: Working with others to help manage risk							
Security for vulnerable buildings, amenities or equipment		1	2	2	Property maintenance and insurance cover	Inspection regime – councillors and clerk carry out ongoing checks of assets.	Mar. 27

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The provision of services being carried out under agency/ partnership agreements with principal authorities	Standing orders and financial regulations dealing with the award of contracts	1	1	1	Standing orders and financial regulations updated regularly to reflect best practice	None at review date. If activity occurs: Risk reviewed bi-annually by council, annually by internal auditor, all partners risk assessed and multiple quotes obtained and compared in minutes	Mar. 27
Banking arrangements, including borrowing or lending	Detect and deter fraud or corruption	2	2	4	Financial regulations and internal audit review	RFO to check all bank statements against council records and query errors or inconsistencies immediately	Mar. 27
Banking arrangements, including detecting bank mistakes and loss	Detect and deter bank mistakes leading to loss or charges	2	2	4	Financial regulations and internal audit review	RFO to check all bank statements against council records and query errors or inconsistencies immediately	Mar. 27
Ad hoc provision of amenities/ facilities for events to local community groups	Public liability	2	2	4	Bookings process specifies requirement for insurance cover for activities	None at review date. If activity occurs: Ask all for hirers insurance	Mar. 27
Vehicle or equipment lease or hire	Injury, damage or loss	1	1	1	Hire from reputable companies	None at review date. If activity occurs: Use of vehicle or equipment lease or hire to be approved by council. Terms of hire/lease to be obtained.	Mar. 27
Trading units (leisure centres playing fields, burial grounds, etc)	External contractors for maintenance	1	1	1	Standing orders and financial regulations set out process for appointing external contractors	Reports to council regarding budget monitoring and terms of engagement	Mar. 27
Professional services (architects, accountancy, design, etc)	Standing orders and financial regulations deal with the awarding of contracts	2	1	2	Professional services obtained from reputable companies. Recommendations taken from other Parish Councils where appropriate.	Initial advice from County association or SLCC. Internal audit reviewed. Further or specialist services based on best available advice and recommendations	Mar. 27
Supplier (procurement) fraud	Loss through supplier fraud	2	1	2	Training for staff to alert them to potential risks of providing sensitive company information, by telephone or other means, especially contract and account information. All supplier detail changes to be verified using contact details held by Parish Council. Periodic review of supplier accounts to remove any dormant accounts. Periodic review of supplier address and financial health details with Companies House. Review insurance cover.	New suppliers to be verified by RFO prior to engagement. Awarding of ongoing supplier contracts to be approved by council.	Mar. 27
Section three: Self managed risk							
Proper financial records	In accordance with statutory requirements	1	1	1	Financial records maintained by RFO in accordance to proper practices	Regular reports to council, annual review by internal auditor	Mar. 27

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Proper financial records	Financial irregularities	1	1	1	Detailed financial records presented to council on regular basis	Internal audit of accounts by competent, independent person. Regular financial reports are presented to Council. Cheque signatories are separate from person raising the cheque	Mar. 27
Business activities	Ensuring that they are within legal powers of councils	1	1	1	Relevant training, resources and access to professional advice made available to Clerk. Powers to spend recorded in minutes.	Internal auditor review, regular reference to legislation and guidance	Mar. 27
Business activities	Illegal activity or payments	1	2	2	Relevant procedures set out in standing orders and financial regulations. All activity and payments within the powers of the Parish Council to be resolved and minuted at meetings	Internal auditor review, regular reference to legislation and guidance	Mar. 27
Direct costs and overhead expenses	Goods not supplied but billed	1	1	1	Financial regulations and internal audit review	Procurement undertaken in accordance with best practice guidance. RFO to follow up on all orders	Mar. 27
Direct costs and overhead expenses	Invoice incorrectly calculated or recorded	1	1	1	Financial regulations and internal audit review	RFO to check arithmetic on all invoices and perform regular bank reconciliations	Mar. 27
Direct costs and overhead expenses	Cheque payable wrong (excessive or to wrong party)	1	1	1	Financial regulations and internal audit review	Signatories initial stub and voucher to confirm accuracy	Mar. 27
Borrowing	Complying with restrictions	1	1	1	Financial regulations and internal audit review	None at review date. If activity occurs: Internal auditor review, council checked	Mar. 27
Employment law and Inland Revenue regulations	Ensuring that requirements met	1	1	1	Financial regulations and internal auditor review	Internal auditor review	Mar. 27
Salaries and associated costs	Salary paid incorrectly	1	1	1	Financial regulations and internal auditor review	Check salary to Minute, check hours and rate to contract. Salary analysis detailed on payment vouchers issued and verified by signatories	Mar. 27
Salaries and associated cost	Wrong deduction of NI and tax	1	1	1	NI and Tax deductions calculated using HMRC PAYE RTI system which is regularly updated	RFO to check payments made in accordance with HMRC PAYE RTI output. Internal auditor reviewed	Mar. 27
Salaries and associated cost	Unpaid tax and NI contributions to Inland Revenue	1	1	1	Payments are made to HMRC by direct debit and detailed in the financial statements presented to council	Payments listed at each council meeting. Signatories check each payment.	Mar. 27
VAT	Ensuring requirements are met under HMRC regulations	1	1	1	VAT reclaim submitted annually at year end	Internal auditor review, advice taken as needed from county association and SLCC	Mar. 27

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Annual precept	Ensuring adequacy within sound budgeting arrangement	1	1	1	Detailed budget process	Internal auditor review. Budget published on website. Regular review of budget status during year by council	Mar. 27
Annual precept	Requirements not submitted to principal authority	1	3	3	Precept receipt recorded in minutes	Full minute – RFO to follow up	Mar. 27
Annual precept	Amount not received from principal authority	1	3	3	Precept receipt recorded in minutes	RFO to confirm receipt and minute at next meeting of council	Mar. 27
Monitoring of performance	Budget delivering services required	1	1	1	Standing orders and financial regulations	Councillors review budget at least quarterly and policies at least annually	Mar. 27
Reporting and auditing	Compliance	1	1	1	Standing orders, financial regulations and Proper practices	Independent internal auditor appointed. Annual reports detailing compliance with audit regulations are presented to council	Mar. 27
Reserves - General	Adequacy	1	1	1	Standing orders, financial regulations and Proper practices	Consider at budget setting and review of final accounts	Mar. 27
Reserves - Earmarked	Adequacy	1	1	1	Standing orders, financial regulations and Proper practices	Consider at budget setting and review of final accounts	Mar. 27
Grants	Ensuring proper use of funds granted to local community bodies under specific powers, s137 or GPC	1	1	1	Grant awarding procedures	All grants based on approved form and/or detailed supporting information, minuted and checked by internal auditor	Mar. 27
Council minutes	Proper, timely and accurate reporting of council business in the minutes	1	1	1	Standing orders and financial regulations	Posted on website for public to see. Agenda published in accordance with statutory requirements. Internal Auditor review	Mar. 27
Rights of inspection	Provision of right	2	1	2	Standing orders, financial regulations and Proper practices	Website and policies updated regularly	Mar. 27
Document control	Proper systems	1	1	1	Information retention policies	Policies approved and published	Mar. 27
Register of Member's Interests and Gifts/Hospitality	In place, complete, accurate and up-to-date	2	1	2	Standing orders, financial regulations and Proper practices	Internal audit review. Principal authority review.	Mar. 27
Compliance with Transparency Code	Non compliance	1	1	1	Standing orders, financial regulations and Proper practices	Stay up to date with legislative changes. Required material published on website.	Mar. 27
Employees	Loss of clerk	1	3	3	Hours, health, stress, training, long term sick, early departure – risk monitored as appropriate	Annual review process to identify/address issues arising.	Nov. 26
Business continuity	Risk of council not being able	1	3	3	In the event of the clerk/RFO being indisposed a Member	Review process annually	Mar. 27

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	to continue its business due to an unexpected or tragic circumstances				(other than the Chairman) may perform the necessary duties		
Business continuity	Loss of paper/ electronic records	1	3	3	Files and records held by clerk. Regular backups of electronic files made. Electronic minutes and other documents published on website	Review process annually	Mar. 27

Appendix F: Planning applications

(a) Recent planning decisions

20/1503M	Cheshire Health Club and Spa, Warford Park, Faulkners Lane, Great Warford. Construction of single storey extension with 2 roof lanterns, new entrance, replacement timber wall cladding, proposed new replacement windows, proposed new window openings and windows, construction of ventilation / air conditioning systems to flat roof with screening, insertion of roof skylights, insertion of new door for maintenance and cleaning access on existing flat roof. Decision: Finally disposed of (Article 40) (24/04/26)
24/1380D	Karibu, Chelford Road, Great Warford. SK9 7TL Discharge of condition 4 on approval 21/2303M. Decision: Approved (26/03/26)
24/1405M	Karibu, Chelford Road, Great Warford. SK9 7TL Variation of condition 2 – plans on application 21/2303M. Decision: Approved with conditions (27/03/26)
24/1450M	Karibu, Chelford Road, Great Warford. SK9 7TL Moving the site entrance and the replacement of the existing wall and hedge boundary treatment with a new hedge, entrance gates and fence. Decision: Approved with conditions (26/03/26)
24/5005/VOC	Copper Beeches, Chelford Road, Great Warford. SK9 7TL Variation of conditions 2, 8 and 9 on approval 22/4810M: Demolition of dwelling, construction of a replacement dwelling, and change in use of land. Decision: Approved with conditions (20/03/26)
25/2580/HOUS	Warford Lodge, 4 Faulkners Lane, Great Warford. WA16 7AN Erection of two storey extension to the rear, erection of porch, hard and soft landscaping works and associated alterations. Decision: Refused (07/05/26)

(b) Outstanding planning applications

25/2450/PIP	Great Warford Storage Park, Ancoats Lane, Great Warford. SK9 7TT Permission in principle for a residential development for 9 dwellings. (Appeal)
25/4456/FUL	Clares Space Limited, Warford Park, Faulkners Lane, Great Warford. WA16 7RN Freestanding roof over padel court and resurfacing works to car park (retrospective).

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25/4587/HOUS	The Old Stables, Knutsford Road, Knolls Green, Mobberley. WA16 7BB Single storey extension to create living space and additional bedroom with ensuite.
26/0557/HOUS	Steeles House, Merrymans Lane, Great Warford. SK9 7TP First floor extension, relocation of existing window.
26/0897/CLPUD	17 Buttermere Drive, Great Warford. SK9 7WA Certificate of proposed lawful use for demolition of existing rear bay window and construction of single storey rear extension.

Appendix G: Speed Indicator Device data

During the period from 5th November, 2025 to 30th April, 2026 the following data were collected by the speed indicator devices.

Total number of vehicles	November 2025	December 2025	January 2026	February 2026	March 2026	April 2026
Site A1	5,398	7,238	7,148	6,835	10,796	9,954
Site A2	13,939	14,876	15,172	15,233	19,388	18,210
Site B1	24,694	25,661	28,534	26,791	29,727	27,310
Site B2	33,186	33,774	38,437	36,160	40,363	36,443

Percentage of vehicles travelling within speed limit / %	November 2025	December 2025	January 2026	February 2026	March 2026	April 2026
Site A1	88.38	88.46	88.36	85.68	84.95	83.47
Site A2	78.31	78.70	79.40	78.99	74.95	74.84
Site B1	89.45	89.07	89.94	88.34	87.05	85.07
Site B2	85.55	85.15	85.16	83.32	79.78	78.19

Percentage of vehicles travelling faster than 36mph / %	November 2025	December 2025	January 2026	February 2026	March 2026	April 2026
Site A1	2.69	2.46	2.30	3.16	3.44	3.78
Site A2	5.02	5.64	4.62	5.06	6.51	6.70
Site B1	2.52	2.49	2.25	2.50	3.10	3.75
Site B2	2.83	2.97	2.73	3.09	4.27	4.53

Maximum recorded speed / mph	November 2025	December 2025	January 2026	February 2026	March 2026	April 2026
Site A1	51	59	62	59	64	61
Site A2	63	68	72	60	65	60
Site B1	63	62	63	58	65	61
Site B2	59	65	56	58	62	57

Site descriptions:

- A1 = Merrymans Lane (near junction with Mill Lane) – incoming traffic
- A2 = Merrymans Lane (near junction with Mill Lane) – outgoing traffic
- B1 = Merrymans Lane (near Chelford Road) – incoming traffic
- B2 = Merrymans Lane (near Chelford Road) – outgoing traffic

Note: November 2025 data for period 5th November - 30th November only