



DUNHAM HILL AND HAPSFORD PARISH COUNCIL

Annual Report April 2024 – March 2025

Contact detailsC/O Clerk to the Parish Council ... Trudy Ryall-Harvey

Parish Councillors as at March 2025

Heather Boardman
Keith Bradley
Stuart Clarke
Claire Green
Richard Johnson
Claire Jones
Kevin Holmes
Sally Wallace

Structure, Governance and Management

As per Parish Council (PC) Standing Orders

Governance

1. The Parish Council (PC) employs a Clerk who is also the Responsible Finance Officer.
2. All Parish Councillors identify in advance any pecuniary interests, outside body's involvement and family or personal interests they or their partners might have and sign a declaration of interest form when elected to the Council. In addition, each parish councillor is expected to abide by the Cheshire West and Chester's Code of Conduct and declare any other potential conflicts of interest with their PC duties at the start of each PC meeting.

Objectives

As per Standing Orders but in summary to represent and act to address the interests of the community and its local residents

Main Points of Note in 2024/25

1. The PC has ten Parish Councillor seats, and currently eight Parish Councillors with two vacancies at the end of the year.
2. The parish of Dunham Hill and Hapsford has approximately 263 households and 502 elector's.
3. Eight Planning applications were considered and commented on by the council. Of the applications received:
 - One was Supported,
 - Three were given a Neutral/ no objection response
 - Zero were Objected too
 - Five applications were not comments on,
4. The PC has continued working towards researching and developing policies to create a Neighbourhood Plan for the area and has consulted with residents as appropriate.
5. The PC continues to undertake bi-annual litter picking events and wishes to thank all those who come out to support these events or who undertake similar non-organised litter picking for their continued support in trying to reduce the amount of litter that is seen around the area.
6. The PC continues to utilise its website to provide access to PC papers and distribute information of potential public interest. It also circulates newsletters providing updates on items taking place within the community, Parish Council news and other information affecting the area.
7. The PC continues to utilise the Speed Indication Device (SID) it owns at the sites approved by Cheshire West and Chester throughout the year
8. Highways issues have been a constant challenge throughout the year. The key actions have been and remain:
 - Reporting potholes where they are more than 4cms deep. This is the minimum size at which CWaC will repair them. The public are also encouraged to report problems they see, via the CWaC online reporting tool.
 - Reporting missing signs when speed limit signs or road nameplate signs have come into disrepair.
 - Fly tipping in the area.
 - Flooding on the A49 and A5117
9. The Parish Council applied for and was awarded it's bronze award from the National Association of Local Councils, achieving this award necessitates the council demonstrating that it possesses the necessary documentation and information to operate lawfully and in accordance with established practices. Furthermore, the council has policies in place for training its councillors and officers, laying the groundwork for future improvement and development initiatives.
10. The Parish Council continued to chase Cheshire West and Chester for a satisfactory conclusion to the drainage issues on Moor Lane, Hapsford and they hope that this issue is resolved in 2025.
11. The Parish Council arranged two community litter-picking events (April & October) and wish to thank those residents who gave up their time to assist with this.
12. The Parish Council contributed toward a Christmas Tree for Hapsford – using money previously raised by Hapsford Residents. This money has now come to an end and if residents wish to have a tree in the future, additional fund raising will be required. The Parish Council assisted in the installation of the lights on the green in Dunham Hill for the second year running and a mulled wine and mince pie event was organised by the Village Hall for the switch-on in early December.

Financial Performance

The Parish Council's Budget for 2024-25 was set at £9,085 with a Precept for the year of £8,291 which was an increase of 10%, increasing the funding from CWaC and thus indirectly from residents.

For 2024-25, the PC operating costs were under budget due to not paying out against the budget on the defibrillator accessories or maintenance of assets, these moneys will be carried over into reserves for spending in the future.

The Precept for 2024-25 has been set at £8,900 which is a 7% increase on the previous year and equates to a band D charge of £35.83 per household per annum.

Council Attendance 2024-25

Dunham Hill and Hapsford Parish Council held 6 Parish Council meetings between May 2024 and April 2025.

On average 5 Parish Councillors attended each council meeting.

CW&C Councillor Hugo Deynem attended one of the Council meetings in May sending his apologies for all other meetings

The PCSO did not attend any Parish Council meetings in this period.

Over the year Public Participation at the Parish Council meetings has ranged from zero to 3 members of the Public depending on the subject matter on the agenda. The Parish Council always welcome members of the public to attend the Parish Council meeting and there is a maximum of 15 minutes set aside on the agenda for Public Participation at each meeting.

The Chair wishes to pass on his thanks to all of the Parish Councillors who give their time and energy free of charge to assist in Parish Council matters.

Signed on behalf of the Parish Council
Keith Bradley (Chair)