



DUNHAM HILL & HAPSFORD PARISH COUNCIL MEETING

Tuesday 6th January 2026, at 7.00pm in the Dunham Hill Village Hall.

MINUTES

Present: Cllr S Clarke
Cllr K Bradley

Cllr C Green
Cllr R Johnson

Clerk: Mrs T Ryall-Harvey

Members of the public: 1

APOLOGIES FOR ABSENCE – Apologies were received from Cllr K Holmes and Cllr C Jones due to ill health.

PARISH COUNCIL VACANCIES – it was reported that there were currently three vacancies, following the resignation of Sally Wallace, available for co-option and no applications had been received since the last meeting.

DECLARATION OF INTERESTS – no declarations of interest were received.

EXCLUSION OF PRESS AND PUBLIC – it was agreed that there were no issues that needed to be discussed with the exclusion of Press and Public.

PUBLIC PARTICIPATION - nothing raised.

CORRESPONDENCE

- Peak Cluster Phase 1 consultation launches on 12th January details of events were shared with the Parish Councillors and it was reported that the Cheshire Parish Webinar was scheduled for 19th January 1pm – 2.30pm.
ACTION: Clerk to ask if they can make the recording available after the meeting for those Parish Councillors who are not able to attend.
- Damaged Gate – It was reported that CWaC had contacted the Parish Council regarding the damaged pedestrian gate on the green in Hapsford. As CWaC had no record of it being a CWaC Asset. The clerk had responded to say that the land was maintained by CWaC and was originally Chester City Council land.
- Willow Tunnel on green in Hapsford – It was reported that this had been noted to have died which was disappointing and the Clerk was asked to contact the company to see if they would replace or refund the tunnel. **ACTION:** Write to Twigtwister.
- Caravan in Hapsford – Cllr Johnson reported that he had spoken to a Liaison Officer from Cheshire Police Force. Waiting on maps from CWaC to the Police to confirm ownership of the land. Cllr Bradley confirmed he had spoken to the Police who has confirmed that they would go a visit, whilst this was taking place Cllr Bradley saw the Fire brigade turned up to put the open fire out.
ACTION: Clerk to contact Ward Councillor Hugo Deynem.

ACCEPTANCE OF MINUTES

RESOLVED 25/035 - that the Chair of the meeting signs, as a true and correct record of the circulated minutes of the Parish Meeting held on Tuesday 21st October 2025.

PLANNING

The Planning Register dated 16/12/2025 was accepted and changes to the planning register from last meeting were noted.

The Clerk reported upon a question from the applicants of 25/02679/FUL – The Wheatsheaf, Chester Road, Dunham on the Hill, WA6 0LL due to comments coming back from Cheshire West and Chester Highways Department relating to the removal of trees and shrubs planted on the green space in front of the Wheatsheaf that could affect the view of drivers leaving the premises, it had therefore been recommended that some of the planting be removed to improve the visibility splay. Parish Councillors agreed to support this, however, have asked once the planning application is approved then a site meeting be arranged between Ashton Hayes Day Nursery and Parish Council to discuss the removal and relocation of these bushes/trees, the Parish Council agreed to help by moving the plants but would like Ashton House Day Nursery to take responsibility for restoring the green space and replacing the daffodils at the access points.

It was noted that the following planning consultations had been received by the Parish Council since the last meeting:-

- 25/02828/FUL - Morley Bridge Works Chester Road Dunham On The Hill Chester CH2 4JS - Demolition of existing building and erection of replacement commercial vehicle preparation building (retrospective). The Parish Councillors *objected* to this application due to concerns about the near doubling in height of the building; the impact on the appearance within the local area; the impact on the neighbouring residents developments; the impact of the noise from the change of use.
- 25/03280/CAT – Bankfield, Village Road, Dunham on the Hill, WA6 0NN – T1 – Cherry Tree at rear of property – fell whole tree, T2 – Sycamore Free – fell whole tree; T1 – tree overgrown and roots pushing through retaining wall adjoining property to rear creating cluster growth. – the Parish Council had *no objection* to this planning consultation.
- 25/03608/OUT – Land North of Chester Road, Helsby – Outline application (with access for approval; appearance, landscaping, layout and scale reserved for future approval) for up to 160 dwellings (Use Class C3) with new vehicular, pedestrian and cycle access, a new bridge, public open space and associated landscaping, engineering and demolition works.

The Chair thanked all Parish Councillors who came out and helped visit the residents of Hapsford to speak to them and get responses on the planning application, the main concerns from residents seemed to be the already stretched local services including GP, schools etc. Cllr Bradley raised the issues with Brookhouse Homes and a response was received back.

Cllr Green has reviewed the planning application against the neighbourhood plan and this report was shared with the Parish Councillors prior to the meeting.

A resident, who represented the Hornsmill PH attended the meeting and said that they would support the application as long as consideration is given to visibility of the PH and hoped that those residents who live in the houses once they are built would support the local amenities.

The Parish Council discussed the application and agreed to submit a *neutral responses*.

ACCOUNTS

Cashbook – the council accepted the cashbook and updated budget v actual YTD dated 16/12/2025.

Bank Reconciliation

RESOLVED 25/036 – the council approved the bank reconciliation as circulated against the bank statements and Cllr Green sign the originals as a true and correct record.

Income & Expenditure

RESOLVED 25/037 - to accept the expenditure as reported to the meeting:-

Income received since the last meeting for noting

Date	Payable to	Gross Amount	Comment
08/12/2025	Bank Interest	£40.43	Gross Interest for period 8th Sept - 7 Dec

Payments made since the last meeting for approval

Date	Payable to	Net Amount	VAT	Gross Amount	Comment
06/11/2025	Complete Security	£40.51	£8.10	£48.61	Replacement Battery for SID
06/11/2025	PQR Limited	£17.50	£3.50	£21.00	Backpay calculation
07/11/2025	Staff Badges Direct	£43.20	£8.64	£51.84	ID badges for Parish Councillors
25/11/2025	Mrs T Ryall-Harvey	£358.06	£0.00	£358.06	Clerk's Salary Tax Month 8
29/11/2025	HMRC PAYE	£94.19	£0.00	£94.19	PAYE Payment Tax Month 8
12/12/2025	Paul Johnson	£196.00	£0.00	£196.00	Printing of Newsletter
24/12/2025	Mrs T Ryall-Harvey	£358.23	£0.00	£358.23	Clerk's Salary Tax Month 9
30/12/2025	HMRC PAYE	£93.99	£0.00	£93.99	PAYE Payment Tax Month 9

Payments not yet made for approval

Payable to	Net Amount	VAT	Gross Amount	Comment
Mrs T Ryall-Harvey	£358.03	£0.00	£358.03	Salary Tax Month 10
Mrs T Ryall-Harvey	£101.57	£0.00	£101.57	Clerk's Expenses
HMRC PAYE	£94.19	£0.00	£94.19	HMRC Tax Month 10

THE COMMUNITY

Xmas Lights Turn on – it was confirmed that Dunham Hill village had held a village lights turn on, the Parish Council thanked all those involved in particularly the Postman and Cannon Gary O'Neil for attending as without them the event would not have been the same and thanks to the Village Hall Committee for providing the refreshments.

Hapsford village also had lights on the green this year together with a Christmas Tree, the Parish Council thanked those residents involved in making this happen and for the tree that had kindly been donated.

PARISH COUNCIL MATTERS

Training for 2026-27 – the training schedule from CHALC was circulated and the Parish Councillors were asked to consider if there was anything they wished to attend in 2026 and advise the Clerk accordingly.

The Clerk undertook to pull together a schedule of training, in line with the budget for 2026 for herself and circulate at a later date for approval.

Budget for 2026-27

Following the draft budget being circulated prior to the meeting, the budget was reviewed and the Parish Council RESOLVED 25/038 unanimously to accept the budget for 2026-27 of £9,714 as set out below:-

3.3.26

Dunham Hill and Hapsford Parish Council

website: www.dunhamhillandhapsford.co.uk email: clerk@dunhamhillandhapsford.co.uk

Budget Element	Budget 2026-27
Salary & HMRC Tax	5,455
Professional service	
Insurance	280
Internal & External Audit	62
Payroll Services	230
General Services	
Website & Broadband	85
Village Hall Room Hire	350
Newsletter	500
Bulb Planting & Planters	350
Admin & Expenses	
Expenses	485
Training	250
Membership/Subscriptions	62
Data Protection fee	47

Projects	
Defibrillator	360
Speed Indicator Device	80
Community cleanup	100
Christmas Lights for Hapsford	333
Planting	100
Maintenance of Assets	400
Ad Hoc Beneficial Items (S137)	185
TOTAL CASH OUT	9,714
RECEIPTS	
Precept	9,500
Bank Interest	115
VAT recovery	99
CWAC contribution	0
Money taken from reserves	0
Other	0
TOTAL CASH IN	9,714

Precept for 2026-27

Precept for 2026-27 -the Parish Council RESOLVED 25/039 unanimously to request a precept level of £9,500 which is 5% increase on the precept from 2025-26 and an increase to the Band D charge of £1.79 per household per year.

Parish Meeting 2026

The Clerk reported that the Parish Council had a statutory requirement to hold a Parish Meeting and the annual Parish Meeting needs to take place between 1st March and 1st June every year.

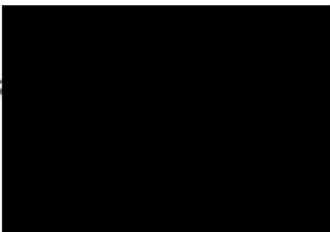
The Parish Meeting is an opportunity for residents and local community groups to get together and report on things that have happened in the village in the last 12 months.

It was therefore suggested that this be held on Tuesday 3rd March at 7.00pm immediately prior to the Parish Council Meeting.

DATE OF NEXT MEETING

The next Meeting of the Parish Council would be held on Tuesday 3rd March 2026 immediately after the Parish Meeting in Dunham Hill Village Hall.

The meeting closed at 20.14

Signed:  Dated: 3.3.26

Mrs T Ryall-Harvey