



DUNHAM HILL & HAPSFORD PARISH COUNCIL MEETING

Tuesday 1st September 2026, at 7.00pm in the Dunham Hill Village Hall.

MINUTES

Present: Cllr K Bradley (Chair)
Cllr C Green
Cllr K Holmes
Cllr C Jones

Cllr R Johnson
Cllr J McWhan
Cllr H Deynem (Ward Councillor)

Clerk: Mrs T Ryall-Harvey

Members of the public: 0

The Chair welcomed everyone to the meeting.

APOLOGIES FOR ABSENCE – Apologies were received and accepted Cllr G Barr and Cllr S Clarke due to prior commitments.

PARISH COUNCIL VACANCIES – it was reported that there were currently two vacancies 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 -

Notice of Local Plan Scoping Consultation – information from Cheshire West and Chester Council (CWaC) was circulated around the Parish Councillors for their review and noted at the meeting. **ACTION:** The Parish Council asked the Clerk to check if the housing implications would impact on Dunham Hill and Hapsford.

Police & Parish Clerks Engagement & Problem-Solving Forum – it was reported that meeting took place on Saturday 18th July and the next meeting was scheduled to be held on Wednesday 14th October at Mickle Trafford village hall.

Parish Councillors were reminded that West Cheshire Town and Parish Council Conference 2026 was scheduled to take place on Wednesday, 30 September 2026, at 4:00pm – 6:30pm at Room One, Hartford Golf Club, Burrows Hill, Northwich, CW8 3AP, and Keith Bradley and Kevin Holmes would be attending, the agenda had been circulated by Cheshire West and Chester Council.

Cllr H Deynem joined the meeting.

ACCEPTANCE OF MINUTES

RESOLVED 26/024 - that the Chair of the meeting signs, as a true and correct record of the circulated minutes of the Parish Meeting held on Tuesday 7th July 2026.

PLANNING

Cllr Deynem reported about the injunction on the land at Renley, following recent activity on the land he had spoken with Cheshire West and Chester Council to seek clarification as to the injunction criteria, he confirmed that the injunction was still in place and it specifically covered residential caravans and accommodation. The Planning Office confirmed that residential in the eyes of the law is long term residential not 5-6 days, therefore it may not be considered to be breached when used recently as a stop-over point. Cllr Deynem suggested he would request Cheshire West and Chester Council write to the landowner to inform them that they are aware of the technical breach and they will be monitoring the situation. **ACTION:** Cllr Deynem will request a letter from CWaC to write to the landowners.

The Parish Council highlighted that the boundary between Renley and the land with the injunction had been altered extending the property line for Renley and putting hardcore and vehicles being parked on the line which is in breach of the injunction. **ACTION:** Cllr Deynem to raise this with CWaC.

Land on Chester Road – Cllr Deynem confirmed that the entrance to the land on Chester Road that had recently been created had been reported to Cheshire West and Chester Planning Department and it was a watching brief on this land for any further developments. Cheshire West and Chester Council were aware of the work that had been undertaken.

Cllr Deynem confirmed that he had put a formal application to Cheshire West and Chester Council for a zebra crossing across the A56 Chester Road, by the building formerly known as the Wheatsheaf, following requests from the Parish Council and residents, hoping that this could be tied in with funding the CWaC may get following the renovation of the Wheatsheaf.

The Planning Register dated 20/08/2026 was accepted and changes to the planning register from last meeting were noted.

It was noted that the following planning consultations had been received and responses submitted to Cheshire West and Chester Council's Planning Department by the Parish Council since the last meeting:-

- 26/01945/PIP – Land At Rose Cottage Village Road Dunham On The Hill Frodsham - Erection of no.1 self-build custom build dwelling house - The Parish Council has **no objection** to this however, any traffic or deliveries whilst the site was a building site would need to reverse out and could cause a disruption to the neighbours. Also, removal of trees from the garden in order to undertake the build, the Parish Council would like to see replaced with native trees once build was complete.
- 26/00914/FUL - 1 Gethsemane Caravan Park Chester Road Dunham On The Hill Chester WA6 0JQ - Change of use from open pasture to provide a self-build accessible bungalow (pitch 8) with hardstanding and ramped access – The Parish Council submitted a response **objecting** to this application.

It was noted that the following planning consultations had been determined by the local authority:-

- 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) – approved – it was noted that the dimensions of the building had been altered with the height being reduced. Parish Councillors sought clarification from Cllr Deynem as to how long the property owners had to comply with the planning approval and reduce the height of the building. **ACTION:** Cllr Deynem undertook to seek clarification from the Planning Department on the timescales.

ACCOUNTS

Cashbook – the council accepted the cashbook and updated budget v actual YTD dated 20/08/2026.

Bank Reconciliation

RESOLVED 26/025 – the council approved the bank reconciliation as circulated against the bank statements and Cllr Holmes sign the originals as a true and correct record.

Purchase of Defibrillator Battery - **RESOLVED 26/026** that the Parish Council purchase a battery for the Defibrillator at Cheshire Park Homes at a cost of £270 + VAT, following the contribution received from Cllr H Deynem of £200 and assuming the remaining funding of £70 is received from residents of Cheshire Park Homes.

Income & Expenditure

RESOLVED 26/027 - to accept the expenditure as reported to the meeting:-

Income received since the last meeting for noting

Date	Payable to	Gross Amount	Comment
19/08/2026	Cheshire West and Chester Council	£200.00	Contribution towards the replacement Defibrillator battery at Cheshire Park Homes
26/08/2026	K Holmes	£70.00	Contribution from Cheshire Park Homes for Defib Battery

Payments made since the last meeting for approval

Date	Payable to	Net Amount	VAT	Gross Amount	Comment
10/08/2026	Paul Johnson	£245.00	£0.00	£245.00	Printing of Newsletter
25/08/2026	Mrs T Ryall-Harvey	£358.04	£0.00	£358.04	Clerk's Salary Tax Month 5
28/08/2026	HMRC PAYE	£94.20	£0.00	£94.20	PAYE Payment Tax Month 5

Payments not yet made for approval

Payable to	Net Amount	VAT	Gross Amount	Comment
Mrs T Ryall-Harvey	£417.09	£0.00	£417.09	Clerk's Salary Tax Month 6
Mrs T Ryall-Harvey	£170.24	£6.42	£176.66	Clerk's Expenses
SP Med UK Group Ltd	£287.50	£57.50	£345.00	Defib Battery for Cheshire Park Homes
HMRC PAYE	£119.84	£0.00	£119.84	PAYE Payment Tax Month 6

THE COMMUNITY

Litter Picking – Cllr Clarke asked Cllr Bradley, in his absence, to pass on the thanks of the Parish Council to the Brethren for recently undertaking a litter pick.

Community Tidy-up on Hapsford – Cllr McWhan reported that the Councillors from Hapsford had recently organized two events, *clean-up of Hapsford* where a group of residents came out cleaned up the sandstone wall in Hapsford and *Pizza in the Park* (Dale Park) where 60 people turned up. Cllr McWhan confirmed they were proposing a further clean-up event on 12th September.

Cllr McWhan confirmed that he and Cllr Barr would also look to repair the noticeboard, and Cllr Johnson confirmed he had already purchased the postcrete.

ACTION: Clerk to provide a draft Risk Assessment for Cllr McWhan and Cllr Barr.

ACTION: Cllr McWhan and Cllr Barr to repair noticeboard.

Willow Arch in Hapsford – Cllr Bradley confirmed he had spoken with the Twig Twister and agreed that this work would be undertaken in January 2027.

Pink Poo Campaign– It was confirmed that the Pink Poo Campaign that ran in July received disappointing results due to items reported in the first two weeks to CWaC not being collected and are still awaiting action by CWaC now. The Clerk confirmed that this was not feed back to her after the second week and therefore she was not able to report this back to CWaC.

Tree Planting on the green in Dunham Hill – **ACTION:** Cllr Jones undertook to speak to a Tree Specialist to seek guidance on the best type of tree to plant on the green.

Community Litter Picking – Cllr Clarke reported through Cllr Bradley that he was proposing a Community Litter Picking event on 3rd October for both Dunham Hill and Hapsford villages.

PARISH COUNCIL MATTERS

Assets – discussed earlier in the meeting.

Action Plan

The Action Plan for 2026-27 was circulated and comments/amendments were sought to allow the Clerk to draft the Action Plan for 2027-28, suggestions received were:-

- It was suggested that the Community Clean-up responsibilities be shared with Cllr Clarke and a representative from Hapsford.

ACTION: Look at costings for fixed SID for along the A56, and seek funding from the Wind Farm. Look at funding from Peel Park as well.

Parish Council Website – in order to comply with the Assertion 10 of the AGAR – Digital and Data Compliance moving forward and comply with Web Content Accessibility Guidelines 2.2AA and the Public Sector Bodies (Website and Mobile Applications) (No.2) Accessibility Regulation 2018 the Clerk reported that the Parish Council needed to move their website to a .gov.uk provider who is able to comply with these guidelines. She shared costs she had received for this with the Parish Council.

ACTION: Send Cllr R Johnson examples of other Parish Council website, he would confirm if the current website could be brought over to a new .gov.uk website simply or if it required to be redesigned.

The Parish Council confirmed that subject to Cllr Johnson' review to proceed to move the website over to a .gov.uk site.

Newsletter

It was confirmed that the next newsletter was currently being prepared and would be printed for distribution by beginning of October, all articles need to be sent the Cllr Bradley by Friday 4th September.

It was **RESOLVED 26/028** that the next item needs to be discussed with the exclusion of Press and Public due to the sensitive nature of the business.

The Clerk left the meeting.

Cllr Deynem left the meeting.

Staffing- Local Council Pay Rise for 2026-27 - It was reported that NALC has advised that the LGA has notified that they have come to an agreement on the new pay scales for 2026-27 to be implemented from 1 April 2026. Employers are encouraged to implement this pay award as swiftly as possible. It was therefore **RESOLVED 26/029** to the agreed new pay scales for 2026-27 and this be backdated to 1st April 2026.

Mileage Rates - following the governments recent mileage rate update it was **RESOLVED 26/030** to increase the mileage rate of staff by 10p per mile and should be back-dated to April 2026.

Pension Contribution - it was proposed by Cllr Bradley and seconded by Cllr Green and **RESOLVED 26/031** to contribute towards a pension for the Clerk be set up. Discussion took place as to if a Local Government Pension could be accessed as this was the preferred option and it was agreed that this should be clarified prior to a Nest or other type of pension be considered.

Correspondence Address - following the recent information from NALC it was unanimously **RESOLVED 26/032** for the clerk to explore setting up of a PO Box Address for the Clerk if the costs can be shared between all Parish Council's she works with.

DATE OF NEXT MEETING

The next Meeting of the Parish Council would be held on Tuesday 3rd November 2026 at 7.00pm in Dunham Hill Village Hall.

The meeting closed at 20.12

Signed:..... Dated:.....

Mrs T Ryall-Harvey