HIGHER HURDSFIELD PARISH COUNCIL

MINUTES OF THE MEETING OF HIGHER HURDSFIELD PARISH COUNCIL

held on Thursday April 23rd 2026 at 6pm
at the Holy Trinity Church, Hurdsfield Road, Macclesfield.
All members of the Council were summoned to attend.
Members of the public and press were cordially invited to attend.

1. **Apologies for absence**

   Cllr Owens and Cllr Mcarthur – unanimously accepted.

2. **To receive any declarations of interest from Members**

   None received.

3. **Public Forum**

   No members of the public attended.

4. **Chairperson's Announcements**

   Clerk Owens announced his intention to step down from the role. The Clerk has offered his assurances that he will not step down from the role until the completion of the year end audit and will assist in finding a successor for the role. He will also remain in post until an appropriate person is found whatever the time frame.

   Chairperson Broadhurst announced his intention to step down from the role as Chairman. He has served on HHPC for 40 years and feels it is now time for him to retire and everyone was thankful for his public service and endeavor over this time. Date is yet to be confirmed.

5. **Minutes of the last meeting held on 26th March 2026 to be approved and signed**

   Minutes approved and signed.

6. **Council vacancy update**

   CEC has confirmed that HHPC can now co-opt a Councillor. It was agreed that this will be initiated post the forthcoming AGM.

7. **Clerk to provide update on the following: -**

   - **Current bank balance as at 2 April 2026** *£3,809.47*
     Cash book position as at 2 April 2026 *£4,030.77*
     Variance is HMRC Reclaim as yet not received £221.30
     Current bank balance as at year end 31 March 2026 *£3,889.47*
     Cash book position as at year end 31 March 2026 *£4,030.77*
     Variance is HMRC Reclaim as yet not received £221.30 and unpresented HMRC cheque for £80
     Budgetted year end position was £3,159.14
     Actual year end cash book position was £4,030.77
     Variances detailed on the bank reconciliation
     Positive variance of £871.63 to budget

- Update to online banking

  To be carried forward to next meeting in the absence of Cllr Mcarthur
- Audit – the Clerk noted that within the regulatory requirements of the 2026 audit there needs to be a website audit (not carried out since website first went live (2018)

  Current policies / procedure are:-

  1 2025 HHPC Financial Regulations (last reviewed at AGM 29.05.2025) (this is a stand alone document which is reviewed annually)

  2 Risk Assesment Internal Control Procedures ((as above)

  3 Email Contact Privacy Notice

  4 Access Request Form (Freedom of Information Form)

  5 Councillor Privacy Notice

  6 Document Retention Destruction Policy (last reviewed 2018)

  7 Inventory of Personal Data (last reviewed 2018) (PRIVACY NOTICE)

  HHPC discussed how some of the above policies can be migrated into fewer polices and generic names added where specific people previously have been referenced with personal names.

  Clerk to email the above policies and suggestions for review and agreement at the AGM which can then be pencilled in for regular reviews.

  Examples of templates provided by SLCC were circulated at the meeting for the privacy notice and IT policy template.

  Website audit quote is £80 which was agreed at the meeting and HHPC is hoping that this can then be completed in advance of the AGM.

  Fixed asset register for the year was also reviewed and agreed.

8. Authorisation and payment of accounts: -

- Clerk salary & HMRC April

  Cheque 001052 Shane Owens £320.00

  Cheque 001053 HMRC £80.00

9. To consider and comment on any planning applications

- 20/962743M George and Dragon – no update. Remains on the market. CEC Cllr Place put forward some suggestions how HHPC may intervene in a positive way through approaching the current owner and CEC planning. It was agreed that at this time this would not be suitable for HHPC to get involved.
- *26/1099/HOUS Roewood Lane – comments submitted*

10. Review and distribute correspondence

- Norton Renewal – email received and payment to be taken from Cllr Owens account for the renewal on 16th May 2026 £149.99 – research to ensure best practice provider.
- CHALC Weekly Bulletin with various meetings and dates

- Neurodivergence training email received from CHALC to assist with dealing with neurodivergent employees, volunteers etc.
- Cheshire East Invite to attend 'a Cheshire and Warrington Devolution sessions on 1 July 2026 – anyone want to attend? Response to be in by 25 May 2026 – Clerk to monitor the process and attend.

11. **PCSO Lucan Crime Report**

March report received – nothing as yet for April

05/03: ASB – An unknown female was banging on callers front door. Roewood Lane.

27/03: Suspicious Person / activity – Caller said two men were trying her door handle outside address and she believes they are still outside. Springhill.

29/03: Theft From Motor Vehicle (TFMV) – Vehicle entered, nothing taken.

31/03: TFMV – V5 taken from vehicle. Rainow Rd

12. **Cheshire Resiliance Forum** – no feedback as yet received

13. **Cheshire Constabulary Meeting re PCSO update**

Clerk appraised HHPC of forthcoming changes within neighborhood policing within Cheshire Constabulary which means a decreasing number of PCSO's although HHPC will largely be unaffected by any of the changes. The main cause of the changes are that the public want to see more police officers and changes to the Bail Act which means more offenders will be monitored in the community rather than imprisoned. There will be a new dashboard which Clerk will share link to which is a neighborhood website and keep HHPC informed of the changes. The link will be also posted to the HHPC website in due course.

14. **Cheshire East Local Plan for 2040**

Response was submitted on behalf of HHPC to CEC

15. **Peak Cluster** – nothing further - agreed to remove from Agenda moving forward.

16. **Cliff Lane & Well Lane Update**

To remain on agenda until works completed on B5470

Signage £1400 funding received from CEC for Well Lane. Clerk to follow up.

17. **CEC Highways Updates (3470448 CEC)**

Works now completed and broken wall now also completed by CEC.

18. **Defibrillator update**

Replacement defib now installed & old defib returned to Defib Store

Peaks and plains confirmed approval siting next to noticeboard and to be contacted again to follow up possibility on Pinewood Court external wall. Clerk has also contacted them to see if will provide partial / full funding

Rotary has been contacted for partial / full funding

AED Donate – will fund £300 for additional defib

BHF funding opens 1 June 2026 for applications.

PCC Dan Price contacted via contact form and no response to date.

19. **Landscaping Swanscoe Gate Area**

Landscaping company to carry out 5 visits per annum – costs yet to be agreed

20. **Storage (cloud) of HHPC data / Search Engine Data / CHALC Webinar**

Awaiting feedback – carry forward to next meeting

21. Matters Arising

Clerk confirmed agendas to be published 3 clear days in advance of meetings and final minutes one calendar month post meeting a draft which is then replaced by signed minutes post meeting at which signed.

Condition of Higher Fold Lane was discussed and Clerk to contact Peaks and Plains / CEC to see if it can be improved upon.

Date of next meeting

28 May 2026 6pm