

**Minutes of No Man's Heath & District  
Parish Council Meeting  
held at Cholmondeley Coronation Hall, Bickley  
at 7.00 pm on Thursday 6<sup>th</sup> March 2026**

**PRESENT**

Chairman: Cllr David Lithgow Smith  
 Cllr Kathryn Collings Cllr James Crossland Cllr Peter Guildford  
 Cllr Tim Harrop Cllr Fran Lithgow Smith Cllr Trevor Parker  
 Cllr David Pegram Cllr Michael Voisey  
 Clerk - Mrs Ruth Shackleton.

Members of the Public and Parish – one member of the public attended part of the meeting.

**1. APOLOGIES**

Cllr Charles Higgle, Cllr Stephen Roberts

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest made.

**3. PUBLIC PARTICIPATION**

Tony Day spoke to the meeting regarding the grant application received from Malpas Community Minibus.

**4. MINUTES**

The Council considered Cllr Higgle's request that item 4 in the January minutes be amended from "Councillors requested..." to "Cllr Guildford requested...". Cllrs decided not to amend the minutes as Cllrs agreed that Cllr Guildford was speaking behalf of all Cllrs,.

**RESOLVED:-** that the minutes for the Parish Council meeting held on Thursday 8<sup>th</sup> January 2026 and the extraordinary parish council meeting held on Thursday 4<sup>th</sup> February 2026 (previously circulated) be accepted as a true and proper record.

**Proposed by Cllr Pegram and seconded by Cllr Crossland.**

**5. GRANT APPLICATION**

The Council considered. the grant application received from Malpas Community Minibus.

**RESOLVED:-** the Council agreed to award a grant of £500.00 to Malpas Community Minibus. This is to be paid at the May meeting.

**Proposed by Cllr Parker and seconded by Cllr Harrop.**

**6. ACCOUNTS AND PAYMENTS**

**6.1 Accounts:-**

**RESOLVED:-** that the Council approve the accounts as previously circulated.

**Proposed by Cllr Harrop and seconded by Cllr Guildford.**

**6.2 Payments:-**

Chq No	Payee	Amount
680	Running Costs	£ 91.73
681	Cholmondeley Coronation Hall	£ 30.00
682	HMRC Quarter 4	£ 486.28

**Receipts:-**

None received.

**RESOLVED:-** that the Council approve the above payments.

**Proposed by Cllr F Lithgow Smith and seconded by Cllr Crossland.**

**6.3 Bank Account:-**

Reconciled balance of the Current Bank Account as at 31<sup>st</sup> January 2026:-  
£23,147.70.

Balance of the Deposit Bank Account as at 31<sup>st</sup> January 2026:- £ 7,842.82.

**7. INTERNAL AUDITOR**

**RESOLVED:-** that the Council agree to appoint Morren Accountancy to carry out the internal audit at a cost of £125.00 plus VAT.

**Proposed by Cllr D Lithgow Smith and seconded by Cllr Crossland.**

**8. WEBSITE AND EMAIL ADDRESS**

The Council received a report regarding the introduction of Assertion 10 Requirements within the Annual Governance and Accountability Return (AGAR).

This places greater emphasis on digital and data compliance.

Assertion 10 states that the PC must be able to evidence compliance in relation to:

- Council email domain
  - Website accessibility
  - GDPR and data protection
  - IT and information governance policies
- The following actions are required:-
- Set up a council email address ending *.gov.uk*
  - Secure a website domain ending *.gov.uk*
  - Update the Data Protection Policy
  - Prepare and publish a Publication Scheme
  - Prepare and publish an Accessibility Statement
  - Continue compliance with Transparency Code requirements (financial information already published)

The Clerk has already made enquires with the current website provider; the Council agreed to seek an alternative quote for the provision of a website domain ending *.gov.uk* and to set up a council email address ending *.gov.uk*.

**9. ANNUAL PARISH MEETING**

The Council discussed the date and arrangements for the Annual Parish Meeting. The Council agreed to invite Rob Charnley, Head of Planning at CWaC to the meeting to do a similar session to the one recently.

The Council agreed to hold the meeting either w/c 20/04/26 or w/c 27/04/26 - subject to both Rob Charnley's and venue availability.

**10. PLANNING**

**10.1 Planning Register:-**

The Council noted the planning register and the observations previously circulated.

**10.2 Meeting with CWaC Head Planning:-**

The Council noted the minutes of the meeting held on 22<sup>nd</sup> January 2026.

**11. POLICE**

The police report was circulated previously.

The notes from the police cluster meeting were circulated.

Cllrs expressed concerns that reports made to the police have not been followed up nor communicated to the PCSO.

**12. HIGHWAYS**

Cllrs discussed the concerns raised by a resident when turning onto the A41 at Edge.

Cllr Harrop informed the meeting as follows:-

- Building Site, Back Lane, NMH:- concerns were raised again regarding health and safety at the site, the state of the road, parking and site security. Matters have been reported to the relevant departments.

**13. PUBLIC RIGHTS OF WAY / KISSING GATES**

Cllr F Lithgow Smith advised that the order for the further 12 Kissing Gates has been placed with Centrewire. They are due to be delivered to Cholmondeley

Estates Office in June. To date, 22 kissing gates have been installed; Cholmondeley Estates are due to install the rest by the end of the year.

#### 14. **LITTLERS CROFT**

Cllr Collings spoke to the meeting about holding an event in the summer.

#### 15. **REPRESENTATIVE REPORTS**

##### 15.1 Malpas Joint Burial Committee (MJBC):-

Cllr D Lithgow Smith circulated the following report:-

MJBC is intending to propose the following to the Parish Councils and Parish Meetings as follows:

- That the MJBC recognise that the Parish Meetings of Chorlton, Cuddington and Wigland are inactive and as such cannot contribute to the Cemetery's running costs and that this will remain the case until they become active or are amalgamated into another Meeting or Parish Council.
- That residents on the inactive Parishes pay the non-residents rates. It was noted that Bradley is part of an active Parish meeting.
- That residents of the whole of No Mans Heath & District Parish Council area be charged resident rates noting the Council was an amalgamation of the former Parishes Bickley, Edge, Larkton and Hampton
- That requests from the MJBC for support funding be apportioned between those Parish Councils and Parish Meetings charged residents' rates (as a result of their agreement to contribute to the running costs of the cemetery) according to their respective Band D equivalent properties as notified by CWAC in the precept setting exercise for the current year.

The implications are:

1. At present residents' rates at Malpas Cemetery are 50% of the full rate
2. Residents of Larkton will be entitled to residents' rates at Bickerton and Malpas
3. Residents of the Ecclesiastical Parish of Bickley (roughly east of Bickley Brook) will be entitled to residents' rates at both Bickley Church and Malpas Cemetery
4. Residents of the former Bickley Parish who currently have no entitlement to residents' rates anywhere (except in some cases – Tushingam) will obtain rights at Malpas Cemetery
5. The split of the probable request for £8000 financial support this year will be split between Malpas and NMH&D roughly 67%/33%

**RESOLVED:-** the Council approved the above proposal in principle.

**Proposed by Cllr Pegram and seconded by Cllr Harrop.**

##### 15.2 Bickerton Joint Burial Committee:-

Nothing to report.

#### 16. **DEFIBRILLATOR**

Cllr D Lithgow Smith circulated the following report:-

Currently there are AEDs as follows:-

1. No Mans Heath Post Office: expected to become obsolete in 2026/27 (pads not available)
2. Wheatsheaf Inn: now out of service, pads out of date and irreplaceable
3. Hampton Telephone box: under contract with CHT, battery about to expire (see below)
4. Coronation Hall: ok, under contract with CHT (see below)
5. Bickerton Scout Hut (for Larkton use): ok
6. Edge Village Hall: nothing there

The problem:-

- AEDs 1 & 2, provided by NWAS, are effectively obsolete as soon as the current pads expire.
- AEDs 3 & 4, supplied by CHT, have pads & batteries which are difficult to replace and may become obsolete before too long

Recommended solution:-

1. Replace with new model in 26/27
2. Replace with new model and move to BT building now
3. Be ready to replace with new model as soon as CHT can no longer supply pads/batteries
4. Be ready to replace with new model as soon as CHT can no longer supply pads/batteries
5. Not the Council's problem – if there is an issue it will be resolved
6. Supply & install a new AED now

Costs:

- An AED costs approx. £1,000.00.
- The housing costs approx. £500.00.
- Batteries cost approx. £200.00 and last 5 years (so £40 per annum) – Zoll AED uses standard batteries and are much cheaper
- Pads cost between £140.000 (4 year life - £35.00 per annum) and (£70.00 2yr life = £35 per annum).

The Council agreed to purchase a new AED and housing for Edge Village Hall and a new AED to replace the AED currently located at the Wheatsheaf and to apply for support from the members budget in April to cover the cost of replacing the AED that is currently located at The Wheatsheaf (and is due to be relocated to the BT building).

#### 17. **CLERK'S REPORT**

Nothing to report.

#### 18. **CORRESPONDENCE**

The list of correspondence received was previously circulated.

#### **PART 2**

**RESOLVED:-** The Council agreed to exclude members of the public and press so as to discuss employment matters.

**Proposed by Cllr D Lithgow Smith and seconded by Cllr Harrop.**

#### 1. **CLERKS HOURS**

The Council discussed how the interface between the Clerk and individual Councillors can be improved and whether the Clerk's hours should be changed. The Clerk is to inform the Chair when she is on annual leave and to leave an out of office message on the email account; it was agreed that Cllrs are to use 'urgent' if an email requires urgent attention by the Clerk; the Clerk is to aim to check the Council emails every working day.

**RESOLVED:-** the Council agreed to increase the Clerk's hours from 6 hours per week to 8 hours per week; this is to be reviewed on an annual basis.

**Proposed by Cllr F Lithgow Smith and seconded by Cllr Guildford.**

Signed .....

Dated .....

#### **Scheduled Parish Council Meetings**

#### **Dates for 2026 meetings:-**

Thursday 14<sup>th</sup> May 2026

Thursday 2<sup>nd</sup> July 2026

Thursday 3<sup>rd</sup> September 2026

Thursday 12<sup>th</sup> November 2026