

EATON & ECCLESTON PARISH COUNCIL

**Minutes of the Meeting held at 7.15 pm on Thursday 7th May 2026
In the Upstairs Meeting Room, Eccleston Village Hall**

PRESENT

Cllrs Tony Deakin (Chair), Janet Middlehurst, Dean Shepherd, Greg Vickers.
Ruth Shackleton (Clerk).
Sarah Dawson (Grosvenor Estate)

The Council observed a minute's silence in memory of the late Ward Councillor Stuart Parker.

1. APOLOGIES

Cllrs Tony Jordan, Lee Hobson, Kathryn Rees Wright,

2. CHAIRMAN FOR 2026 – 2027

Resolved:- The Council agreed to defer the election of a Chairman until the next meeting, when a greater number of Councillors would be in attendance.

Proposed by Cllr Vickers and seconded by Cllr Shepherd.

Resolved:- The Council agreed to elect Cllr Deakin as Chairman for the meeting.
Proposed by Cllr and seconded by Cllr Vickers.

3. VICE CHAIRMAN FOR 2026 – 2027

Resolved:- The Council agreed to defer the election of a Vice Chairman until the next meeting, when a greater number of Councillors would be in attendance.

Proposed by Cllr Vickers and seconded by Cllr Shepherd.

4. CHAIRMAN'S REPORT

Cllr Deakin had previously circulated the Chairman's Report for 2026 – 2027.
The Council received and noted the Report.

5. DECLARATIONS OF INTEREST

There were no declarations of interest.

6. PUBLIC PARTICIPATION

There was no consideration of this item.

7. MINUTES

Resolved:- The Council agreed to accept the minutes for the parish council meeting held on Thursday 15th January 2026.

Proposed by Cllr Middlehurst and seconded by Cllr Vickers.

8. POLICE

PC Kilshaw sent her apologies. The police report is due to be circulated.

9. INTERNAL CONTROLS

The Clerk reminded Cllrs to update their Registration of Interests when necessary.

Resolved:- The Council agreed to adopt the following:-

- Code of Conduct
- Standing Orders
- Financial Regulations

- Risk Assessment
 - GDPR Documents including :-
 - (i) Email & Address Contact Privacy Notice
 - (ii) Information available from Eaton and Eccleston Parish Council under the model publication scheme
 - (iii) Information & Data Protection Policy
 - Complaints Procedure
- New Policies:-
- Publication Scheme
 - Information Technology (IT) Policy
- Proposed by Cllr Deakin and seconded by Cllr Middlehurst.

10. **ASSERTION 10**

The Council received the attached report outlining the introduction of Assertion 10 within the Annual Governance and Accountability Return (AGAR), together with the mandatory requirements relating to the Council's website and official email address. The Clerk was requested to ascertain the number of visits to the current website and to obtain an additional quotation from an alternative website provider.

11. **RESPONSIBLE FINANCIAL OFFICER**

Resolved:- The Council confirmed the appointment of Ruth Shackleton as Responsible Financial Officer.
Proposed by Cllr Deakin and seconded by Cllr Shepherd.

12. **ACCOUNTS AND PAYMENTS**

12.1 Insurance:-

The Council confirmed the insurance arrangements with Zurich.

12.2 CHALC:-

The Council agreed to renew their CHALC membership.

12.3 ICO:-

The Council confirmed its registration with the Information Commissioner's Office (ICO). This is a legal requirement, as parish councils are required to register with the ICO when handling personal data.

12.4 Accounts:-

The Council approved the accounts as circulated .

12.5 Payments:-

The Council considered the following payments including:-

Chq No	Payee	Details	Amount
645	R Shackleton	Running Costs / backdated pay	£102.80
646	HMRC	PAYE (Apr – Jun 2026)	£119.40
647	Zurich	Zurich Insurance	£ 263.60
648	CHALC	Annual Subscription	£ 68.00
DD	ICO	Data Protection Fee	£ 47.00
SO	D Shepherd	Parish Maintenance	

The Council agreed for Cllr Middlehurst to purchase floral displays for the village hall as per the budget.

12.6 Receipts:-

None received.

12.5 Bank Account:-

Reconciled balance of the Current Bank Account as at 1st April 2026:- £100.00

Reconciled balance of the Deposit Bank Account as at 1st April 2026:- £6,013.08

Resolved:- The Council agreed to the above actions, payments and accounts as circulated.

Proposed by Cllr Middlehurst and seconded by Cllr Deakin.

13. INTERNAL AUDITOR

Resolved:- The Council agreed to appoint JDH Services to carry out the internal audit.

Proposed by Cllr Middlehurst and seconded by Cllr Deakin.

14. ANNUAL AUDIT 2025 - 26

14.1 To agree to sign the Certificate of Exemption as neither the gross income nor incurred gross expenditure exceeds £25,000.00:-

Resolved:- That the Council agreed to sign the AGAR Part 2 Certificate of Exemption as neither the gross income nor incurred gross expenditure exceeds £25,000.00. The Council are to certify themselves as exempt from a limited assurance review and are to submit a Certificate of Exemption to the External Auditor.

Proposed by Cllr Middlehurst and seconded by Cllr Deakin.

14.2 To accept and approve the Annual Governance Statement:-

Resolved:- That the Council agreed to approve the Annual Governance Statement for the year ended 31st March 2026.

Proposed by Cllr Middlehurst and seconded by Cllr Deakin.

14.3 To accept and approve the Annual Return for Audit purposes:-

Resolved:- That the Council agreed to approve the Annual Return Statement of Accounts for the year ended 31st March 2026.

Proposed by Cllr Middlehurst and seconded by Cllr Deakin.

14.4 Internal Audit:-

The paperwork has been submitted to the Internal Auditor. The Internal Audit Report is awaited and will be circulated for consideration at the July meeting.

15. PLANNING

Register:-

The Council accepted the observations as recorded in the planning register.

16. FERRY CAR PARK

The Grosvenor Estate has advised that it would prefer the signs not to be attached to the fencing and has offered to provide timber posts for the signs to be mounted on. These posts could then be positioned on CWaC land, closer to the edge of the parking spaces rather than against the fence line.

The Clerk has contacted CWaC again to request confirmation of the number of signs proposed, enabling the Grosvenor Estate to arrange for the posts to be installed. A response from CWaC is still awaited.

Concerns were raised regarding the increase in overnight parking. The Clerk is to report the matter to the police and request that officers visit the site.

17. TRAFFIC CONCERNS

17.1 Highways:-

The Council expressed a number of concerns about the current works that Severn Water is carrying out in Ecclestone including that the warranty for the repairs to the roads is for two years; the quantity and frequency of holes in the roads due to the works; the standard of the road repairs.

The Council agreed to write to both the CWaC Head of Highways and Severn Water to express their concerns

17.2 Traffic Counters:-

Installation of traffic counters within the parish was considered.

CWaC advised that surveys are normally undertaken over a one-week period during school term time, with equipment typically installed the week prior and remaining in situ

for data collection. A lead time of approximately 1–2 weeks is generally required, subject to availability. Pneumatic tubes are laid across the carriageway and connected to monitoring equipment secured to street furniture, where suitable fixing points are available.

The proposed survey locations are Rake Lane, Ferry Junction, Eaton Road, and Paddock Road.

It was confirmed that surveys operate 24/7 and record all vehicles anonymously in 15-minute intervals, capturing speed, traffic volume, and vehicle classification. Equipment is usually in place for up to 14 days (typically around 10 days), with results generally available within three weeks of removal.

CWaC has advised that the cost for four surveys is £560.00 plus VAT, which will be recharged to the Parish Council upon completion.

The Clerk is to request that the survey date be moved to September due to ongoing Severn Water works within the parish.

17.3 Speedwatch:-

Cllr Middlehurst updated the meeting regarding attempts to recruit a co-ordinator for the Speedwatch scheme; she is to speak with the school as they expressed an interest in getting involved.

17.4 Parking in Layby:-

The Clerk reported concerns to CWaC regarding parking in the layby, as it is not sufficiently wide to allow vehicles to park safely. CWaC have yet to respond. 17.5 Ref HW585116148:-

The elevated pavement (on the sandstone outcrop) opposite the Police House in Eccleston – the last update 24/03/26 CWaC were waiting for a quote from Colas to carry out the work; The Clerk has chased CWaC again.

CWaC have yet to respond.

18. PARISH ORDERLY

Cllr Shepherd updated the meeting as follows:

- It has been quiet in the parish recently due to ongoing works by Severn Water.
- Rake Lane has been deep cleaned.
- The “Blue Bag Man” continues to deposit weekly litter between Rake Lane and the Grosvenor Garden Centre.

Cllr Vickers requested that litter picking also be carried out in the car park owned by the Grosvenor Estate.

19. MEMORIAL BENCH

The Council agreed not to proceed with this.

20. PLAY FACILITIES

There are legal matters that require investigation before the issue can be progressed. The Clerk is to liaise with Cllr Rees Wright to take the matter forward.

21. CLERKS REPORT

There was no consideration of this item

22. CORRESPONDENCE

The Council noted the correspondence as circulated.

Cllr Middlehurst spoke to the meeting about paying for maintenance of the church clock; this is to be included on the July agenda for formal consideration by the Council.

23. DATES OF MEETINGS

The Council date of the next meeting is:-

Thursday 9th July 2026

The meeting closed at 8.30 pm

The Annual Parish Meeting followed the meeting
In the absence of any parishioners the meeting closed.

The website for Eaton and Eccleston Parish Council is:-
www.cheshireparishcouncils.co.uk/welcome/eaton-eccleston-parish-council/

The email address for Eaton and Eccleston Parish Council is:-
eatonandecclestonpc@hotmail.com