



MINUTES

Meeting of Moulton Parish Council

Monday 8th September 2025 at 19:30 in Moulton School Hall, School Lane, Moulton

Present: Cllr John Harding (Chair), Cllr Mark Boyle (Vice Chair), Cllr Nick Jennings, Cllr Michelle Simpson, Cllr Jo Kershaw, Cllr Dan Marr, Cllr Rob Snasdell, Cllr Jo Gallimore
Also present: Angela Capstick (Clerk)

	Apologies	<i>The council recognises approval for this agenda item as appropriate to meet the requirement in Section 85(1) of the Local Government Act 1972.</i> To receive, with explanation, any apologies for absence <i>None</i>
41.	Declarations of Interest	Members to declare any (a) Disclosable Pecuniary Interests and (b) Other Disclosable Interests as required under Chapter 7 of the Localism Act 2011 and Moulton Parish Council's Code of Conduct <i>Cllr Jennings – item 45a. Due to relationship with clerk</i> <i>Cllr Harding – membership of Royal British Legion Social Club, Moulton</i>
42.	Public Forum	<i>Maximum of three minutes per speaker, with an overall limit of fifteen minutes</i> <i>All parishioners who wish to speak should make their intentions known to the clerk prior to the commencement of the meeting</i> <i>None</i>
43.	PCSO Report	The report, if received, will be circulated in advance of the meeting <i>PSCO not present. Report distributed and discussed.</i>
44.	Minutes	Motion: To note the minutes and any supplementary documents of the MPFT meeting held on 14th July 2025 (circulated to members) as a correct record. <i>Proposed by Cllr Jennings, Seconded by Cllr Kershaw, Approved by unanimous vote.</i> Motion: To note the minutes and any supplementary documents of the MPC meeting held on 14th July 2025 (circulated to members) as a correct record. <i>Proposed by Cllr Jennings, Seconded by Cllr Marr. Approved by unanimous vote.</i>
45.	Financial Matters	a) To approve NALC pay review of clerk salary and back payment from April 2025 Motion: To approve pay review for clerk salary <i>Cllr Jennings recused himself from vote.</i> <i>Proposed by Cllr Harding, Seconded by Cllr Simpson. Approved by unanimous vote.</i> b) To approve payments made in August for period 1.8.25 to 31.8.25. Motion: To approve payments made in August 2025. <i>Proposed by Cllr Kershaw, Seconded by Cllr Harding. Approved by unanimous vote.</i> c) To approve payments made in September for period 1.9.25 to 30.9.25 Motion: To approve statutory payments to be made in September 2025. <i>Proposed by Cllr Snasdell, Seconded by Cllr Gallimore. Approved by unanimous vote.</i> d) To consider the financial reports for YTD

		• Bank reconciliation to 31st August 2025 • Summary Receipt & Payment by Budget heading Motion: To accept the financial reports as presented <i>Proposed by Cllr Simpson, Seconded by Cllr Gallimore. Approved by unanimous vote.</i> e) To consider external auditors report for 2024/25 from PKF Littlejohn. Motion: To accept report and agree actions if necessary. <i>Proposed by Cllr Harding, Seconded by Cllr Marr. Approved by unanimous vote.</i> f) To approve Insurance quote for Moulton Playing Field Trust from Gallagher Motion: To accept insurance quote for MPFT. Insurance renewed 12 August. <i>Proposed by Cllr Harding, Seconded by Cllr Simpson. Approved by unanimous vote</i> <i>Cllr Snasdell discussed recent tragic incident on Wharton Play area and wanted council to acknowledge issue of potential inappropriate use of play equipment. Clerk to review notices on park and provide list of new signage needed at next meeting (to include exercise equipment).</i> g) To approve Insurance quote for Moulton Parish Council from Zurich – due 1st October. Motion: To accept insurance quote for MPC. <i>MPC insurance from Zurich was offered on a 3 year lower rate which comes under MPC budget hence no need to source alternative quotes this year.</i> <i>Proposed by Cllr Jennings, Seconded by Cllr Kershaw. Approved by unanimous vote</i>
46.	Planning	To note planning applications received since the previous meeting. 25/01617/FUL – Vale Royal River Park, reallocation of residential plots. Deadline 13/9/25 <i>No action required</i>
47.	Parish Matters	To approve General Vesting Document for MAG as trustee. <i>Cllr Harding outlined discussions he had had with MAG regarding their transfer from a Charity to a COI and the actions required. The Parish Council will eventually be removed as a trustee. The General Vesting Document required by CWAC has not yet been completed. Once done the Parish Council have agreed to support it.</i> To confirm renewal of ACVs (Asset of Community Value) and approve budget of £7.00 per copy of land registry documents required. Ref 20/00057/ACV Verdin Working Mens Club – expiry 6/4/2026 Ref 20/00059/ACV St Stephens Village Hall & Green – expiry 13/1/2026 Ref 20/00058/ACV Moulton RBL & Bowling Green – expiry 4/1/2026 Ref 22/03523/ACV The Lion Hotel – expiry 16/11/2028 Ref 20/00056/ACV McColl's (Village Stores) – expiry 5/1/2026 Ref 20/00054/ACV Weaver Rd Play area – expiry 4/1/2026 Ref 20/00052/ACV Travellers Rest – expiry 4/1/2026 Ref 20/00055/ACV Moulton Adventure group – expiry 21/12/2025 Motion: To confirm renewal of ACV's and expenditure of £7.00 per land registry per ACV. <i>Proposed by Cllr Harding, Seconded by Cllr Snasdell. Approved by unanimous vote.</i>
36.	Clerk's Report	• <i>Resignation of Cllr Archer. CWAC notified of vacancy. Will post on FB & notice board following this meeting.</i> • <i>Received correspondence from Andrew Cooper MP office. Resident enquiring on playing field being a protected space. Confirmed protected by covenant and QE Jubilee playing field.</i>

		- Community Liaison Group meeting attended 23rd August – issues continue re parking, weeds. - Attended CWAC Town & Parish meeting with Cllr Jennings & Cllr Snasdell. - Methodist Chapel commemorative plaques – RBL will take village one, Gemma Blower will take family one, waiting for builders to drop off (heavy) - Andrew Cooper MP – re FP9 status ongoing - Remembrance Day – CWAC Application submitted, TMS booked met with Rev Bryne to agreed programme for the day. - Zurich insurance on MPFT arrived late and was twice the price – will review next year - CCTV request from Police re incident on park – CCTV provided. - External Auditors report received. - Joint Parishes Meeting tomorrow at RBL (no response from Kingsmead) - Community Café – happy to have councillor surgery – when, who. - Niddries Lane developer meeting scheduled for this month. - Reminder of Chalc training should anyone need it.				
37.	Chair’s Report	The Chair to present a report if appropriate <i>Thanks to the organisers of the Pie & Peas race which took place in August. Thanks to all who distributed the Local Plan leaflet to the village. Attended Andrew Cooper MP coffee morning, it was well attended by the community and it was good to see our local MP take an interest in our village. Thanks also to the Moulton Wombles for performing the monthly litter picking. A lot of litter collected appeared to be from McDonalds, we will be sending a letter to the manager of McDonalds to highlight this. This Remembrance Day the council will offer some financial support to the RBL for provision of refreshments etc. The funds to come from the Commemoration Grant and Chairs Allowance.</i>				
38.	Subcommittee/ working group	None				
39.	Councillor Reports	<table><tr><td colspan="2">To receive reports from each Councillor (max 3-minutes each)</td></tr><tr><td> - Cllr Boyle - Cllr Gallimore - Cllr Jennings - Cllr Kershaw </td><td> - Cllr Marr - Cllr Simpson - Cllr Snasdell </td></tr></table> Cllr Boyle – None. Unable to attend Remembrance Day this year. Cllr Gallimore – None Cllr Jennings – RSB Development hoped to be finished by Christmas. Delay from CWAC re drainage has caused extension to end date. Cllr Kershaw – Received requests from community members regarding getting a bungalow on RSB once completed (advice to anyone to contact Jigsaw directly). RSB/Church St backs is looking very untidy, a lot of rubbish can we do anything to have it cleared up? (Clerk to discuss with Streetscene for possible solution.) When new Christmas tree is planted Northort need to be warned of the poor condition of the area (i.e. building rubble under the surface). Can clerk please chase up issue of land grab of residents along Hill top. Planters need re-doing – can anyone offer to help. Cllr Marr – Roadworks planned for Whitlow Lane have been delayed due to weather, unsure when Colas will be returning but will need a new permit for works. Salt trucks on roundabout near industrial estate are NOT being removed permanently, they are being sent for restoration and will be returned to the roundabout. Local Plan, full response now	To receive reports from each Councillor (max 3-minutes each)		- Cllr Boyle - Cllr Gallimore - Cllr Jennings - Cllr Kershaw	- Cllr Marr - Cllr Simpson - Cllr Snasdell
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		<i>submitted. Devolution vote from members (CWAC) to take place on Wednesday. Public are advised to log any highways, streetscene, gully cleaning issues directly onto CWAC website</i> Cllr Simpson – Hedge on Lodge Drive/Whitlow Lane. (clerk to follow up with PCSO) Cllr Snasdell – Any decisions the council may make using WhatsApp should be recorded at next Parish Council meeting to ensure openness – review and possible amendment needed to policy.
40.	Data Protection	Clerk to update the council regarding any FoI and GDPR requests received. <i>None</i>
	AOB	<i>None</i>