



Appleton Parish Council

Appleton Parish Hall, Dudlow Green Road, Appleton, WA4 5EQ

Telephone 01925 268153 Email clerk@appletonparish.gov.uk

To: - Members of the Parish Council

You are summoned to the Full Parish Council meeting of Appleton Parish Council to be held at Appleton Parish Hall, Dudlow Green Road Appleton WA4 5EQ on **Tuesday 15th September 2026 at 7pm** for the purposes of transacting the business set out in the agenda below.

Yours sincerely

K Newton

Karen Newton Clerk to Appleton Parish Council, date of issue 10th September 2026.

If you have any general enquiries regarding the above meeting, please contact Karen Newton, Clerk on telephone 01925 268153 or email clerk@appletonparish.gov.uk.

If any member of the public wishes to attend the meeting, please contact the clerk before the meeting.

Agenda

1. Welcome and apologies for absence

To welcome members to the meeting and to receive apologies for absence and to approve reasons, if given.

2. Members Code of Conduct

Members are reminded of their responsibility to declare any disclosable pecuniary or non-pecuniary interests in any item of business on the agenda and should do so no later than when that item is reached.

Declarations are a personal matter, and each Member must decide whether to declare an interest based on the circumstances.

Any requests for dispensations relating to pecuniary interests, whether made before or during the meeting, will be considered by the Parish Council, and any granted dispensations will be formally documented.

3. Public Participation

Members of the public may make representations, ask questions, or give evidence on agenda items during the public participation period. This period is limited to three minutes unless the Chairman directs otherwise. Questions do not require an immediate response and must not initiate debate. All comments must be addressed to the Chairman, who will control the order of speaking.

4. Minutes

To Resolve that the minutes of the following meetings be approved as a correct record:

Planning Committee Meeting – Tuesday 21st July 2026

Planning Committee Meeting – Tuesday 20th August 2026

Planning Committee Meeting – Thursday 3rd September 2026

Full Council Meeting – Tuesday 21st July 2026

Finance and General-Purpose Committee Meeting – Thursday 6th August 2026

Finance and General-Purpose Committee Meeting – Thursday 3rd September 2026

Employment Committee Meeting – 3rd September 2026

5. Cllr Judith Wheeler Resignation & Election Process

To note Cllr Judith Wheeler resigned on the 22nd July 26. A co-option notice was issued in accordance with statutory requirements. The Elections Office has now confirmed that a valid request for an election has been received, meaning a poll must be held.

The Parish Council must now await the formal Notice of Election and candidate nomination packs from the Elections Office. These documents will confirm the election timetable and the date on which the poll will be held.

The Clerk will update members upon receipt of the notice and associated materials.

6. Appointment of Committees and Working Groups

To appoint the new council members to the Council's standing committees and any working groups.

- Planning Committee
- Employment Committee
- Finance and General Purposes Committee
- Environmental Committee
- Events Working Group
- Parish Hall Working Group

7. Finance

7.1. **To approve** the Payment Schedule for July/Aug (September Partial) 2026

7.2. **To receive and note** the Receipt Schedule for July/Aug 2026.

- 7.3. **To receive and note** the Bank Reconciliations for July/Aug 2026.
- 7.4. **To note** Payments over £500 highlighted for the parish Council Website July/Aug 2026.
- 7.5. **To note** the NatWest Bank Statements for July/Aug 2026.

8. **Lumb Brook Millennium Green – Update**

To note an update has been received from Cllr Bett following a site meeting on 25 August with representatives of the Lumb Brook Millennium Green Trust. The Trust is preparing its annual grant request and has outlined several areas requiring financial support, including:

- **Grass-cutting costs**
- **Tree survey and subsequent works**
- **Replacement of ageing benches and tables**
- **Adjustment of the Trust's emergency fund**

The Trust also intends to explore improvements to sections of the lower path to enhance accessibility. Additionally, the Trust will be considering the election of further directors later this year, and discussions have begun regarding future succession planning for the Trust's leadership.

9. **Pewterspear Green Trust Ltd.**

Appleton Parish Council currently has one appointed representative to Pewterspear Green Trust, **Cllr L Booth**. Following the resignation of **Cllr J Wheeler**, the Parish Council now requires the appointment of a **second representative** to ensure continued involvement in the governance of the Trust.

To note that when the Trust was established in 1995, its Memorandum & Articles of Association included provisions for **two representative Trustees** from local stakeholders, specifically Appleton Parish Council, Stretton Parish Council, and St Matthew's PCC. This arrangement was intended to ensure that the local community retained influence over the governance and direction of the Trust.

Full Council is asked to:

To Note the resignation of the Parish Council's representative.

To Consider appointing a Parish Councillor as the second representative Trustee to Pewterspear Green Trust.

10. **Reports from Parish Councillors**

To consider reports from parish councillors on committees, working groups, and outside bodies.

11. **PCSO / Police report/Update**

To receive an update and report from the local PCSO.

12. **PART TWO – CONFIDENTIAL ITEMS**

In accordance with the Public Bodies (Admission to Meetings) Act 1960, the public and press will be excluded from the meeting for the following items due to the confidential nature of the business to be transacted. Only Members of the Employment Committee and the Clerk/Deputy/Assistant Clerk may be present.

13. Assistant Clerk – Temporary Contract of Employment

To review and agree the proposed amendments to the Assistant Clerk's temporary contract of Employment before it is signed off.

14. Independent Job Evaluations

Following the recent Employment Committee meeting, the Deputy Clerk was advised that quotations had been requested for independent job evaluations for all staff. This matter was not included on the published agenda and therefore requires formal consideration by Full Council.

15. Dates and time of next meetings

To Note: Upcoming Meeting Schedule and **to Note** that the meetings scheduled to be on Thursday 5th November 2026 will now take place on Friday 6th November 2026 and Thursday 6th May **2027** will now take place on Friday 7th May **2027** due to the election.

October 2026

Thursday 1st October 2026

- 9:15am – Planning Committee Meeting
- 9:45am – Finance & General Purposes Committee Meeting
- 11:15am – Environmental Committee Meeting

Tuesday 20 October 2026

- 6:30pm – Planning Committee Meeting
- 7:00pm – Full Council Meeting

November 2026

Friday 6th November 2026

- 9:15am – Planning Committee meeting
- 9:45am – Finance and General-Purpose Committee Meeting
- 11:15am – Employment Committee Meeting

Tuesday 17th November 2026

- 6:30pm – Planning Committee Meeting
- 7:00pm – Full Council Meeting

16. Agenda items were addressed as scheduled.

The meeting was officially closed at:

Signed.....

Dated.....



Appleton Parish Council

Appleton Parish Hall, Dudlow Green Road, Appleton, WA4 5EQ

Telephone 01925 268153

Minutes of the Employment Committee Meeting held at Appleton Parish Hall on Thursday 03 September 2026 at 11:15am.

Councillors: * Cllr H Speed (Chair)
 Cllr R Bett
 * Cllr G Chapman
 * Cllr L Chapman
 * Cllr K Critchley
 * Cllr P Lewenz

* denotes attendance

Also in Attendance: T Noble (Deputy Clerk)

1. Welcome and Apologies for Absence

Cllr H Speed, Chair of the Employment Committee, welcomed everyone to the meeting.

Apologies were received and accepted from Cllr R Bett.

2. Declarations of Interest

Members were reminded of their responsibility to declare any disclosable pecuniary or non-pecuniary interest that they may have in any item of business on the agenda no later than when the item is reached.

3. Public Participation

There were no members of the public in attendance.

Noted that no resolutions can be made during Public Participation.

4-8. Staff Matters - Part Two Confidential Items 4 to 8

Under the Public Bodies, admissions to meetings, Act1960, the public to be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information of matters.

The Deputy Clerk was requested to leave the meeting prior to consideration of Part 2 and did not return until the conclusion of the meeting.

The Deputy Clerk was not present for the discussion of the confidential business and was therefore unable to take the minutes of that discussion. At the conclusion of the meeting, brief points were provided to the Deputy Clerk for the purpose of recording the matters considered.

4. **Assistant Clerk – Temporary Contract of Employment**

5. **Staff Performance Reviews**

6. **Staff Pay Scale Review**

7. **Review of Employee Probation Period**

8. **2026-2027 Pay Award**

9. **Date and Time of Next Meeting**

The next Employment Committee Meeting was confirmed as Thursday 06 November 2026 at 11.15am at Appleton Parish Hall.

Meeting closed at 12.25pm

Signed as a true record:

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**Chair
Appleton Parish Council**



Appleton Parish Council

Appleton Parish Hall, Dudlow Green Road, Appleton, WA4 5EQ
Telephone 01925 268153

Minutes of the Extraordinary Finance and General-Purpose Committee Meeting held at Appleton Parish Hall on Thursday 06 August 2026 at 9:45am.

Councillors: * Cllr L Chapman (Chair)
 * Cllr R Bett
 * Cllr L Booth
 * Cllr G Chapman
 * Cllr K Critchley

 * denotes attendance

Also in Attendance: T Noble (Deputy Clerk)
 Cllr P Lewenz

1. **Welcome and Apologies for Absence**

Cllr L Chapman, Chair of the Finance and General Purposes Committee, welcomed everyone to the meeting.

2. **Declaration of Interest**

Members were reminded of their responsibility to declare any disclosable pecuniary or non-pecuniary interest that they may have in any item of business on the agenda no later than when the item is reached.

3. **Public Participation**

There were no public in attendance.

4. **Matters for Discussion in Closed Session**

Part 2 Confidential

Consideration of Matters Relating to the Co-Option Process

Under the Public Bodies, admissions to meetings, Act 1960, the public to be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information of matters.

The meeting closed at 11.40am.

Signed as a true record: Chair

Appleton Parish Council



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Minutes of the Parish Council Meeting of Appleton Parish Council held on Tuesday 21st July 2026 at 7pm in Appleton Parish Hall

Present: - Councillors L Booth (Chair), L Chapman, G Chapman, J Wheeler, H Speed, P Lewenz,

Attendees: - Clerk – Karen Newton

1. Welcome and apologies for absence

The Chair welcomed members to the meeting.
Apologies for absence were received from:

- Cllr P Walker – Health
- Cllr R Bett – Holiday
- Cllr E Manson-Sawko – Health
- Cllr K Critchley – Holiday

Resolved: That the apologies for absence be accepted.

2. Members Code of Conduct

Members were reminded of their responsibility to declare any disclosable pecuniary or non-pecuniary interests in items on the agenda.

No declarations of interest were made.

PC 30799 Kieran Henderson, Warrington Beat Manager, attended the meeting to present his report.

With the agreement of the Council, Item 15 was brought forward on the agenda and considered at this point.

3. Public Participation

6 members of the public were in attendance.

4. **Minutes**

Resolved: That the minutes of the following meetings be approved as a true and correct record:

Planning Committee Meeting held on – Tuesday 19th May 2026

proposed by Cllr Laurence Chapman, **seconded by** Cllr Peter Lewenz

Planning Committee Meeting held on – Thursday 16th June 2026

proposed by Cllr L Chapman, **seconded by** Cllr Peter Lewenz

Planning Committee Meeting held on – Thursday 2nd July 2026

proposed by Cllr Laurence Chapman, **seconded by** Cllr Peter Lewenz

Full Council Meeting held on – Tuesday 16th June 2026

NOTE: Item 6.4 Cllr L Chapman wished to make the comment that all payments are put on the website this includes the payments over £500 and does not feel a separate schedule is needed.

proposed by Cllr L Chapman, **seconded by** Cllr P Lewenz

Finance and General-Purpose Committee Meeting held on – Thursday 2nd July 2026

proposed by Cllr Laurence Chapman, **seconded by** Cllr G Chapman

Environmental Committee Meeting held on – Thursday 2nd July 2026

proposed by Cllr Helen Speed, **seconded by** Cllr Ghazala Chapman

All Members present voted in favour and the motion was carried.

5. **Co-option to the Council**

The Council received applications from four candidates seeking co-option to the three vacant seats on the Council.

Each candidate was invited to address the Council and answered questions from councillors.

A vote was then taken by a show of hands.

Resolved: That Margaret Sellars, Matthew Scott and Stephanie Lau be co-opted to fill the three vacancies on the Council.

6. **Finance**

6.1 The Payment Schedule for June/July (Part) 2026 was considered.

Resolved: That the Payment Schedule for June/July (Part) 2026 be approved for payment.

proposed by Cllr Laurence Chapman, **seconded by** Cllr Peter Lewenz

6.2 The Receipt Schedule for June 2026 was received and noted.

6.3 The Bank Reconciliation for June 2026 was received and noted.

6.4 Payments over £500 for June 2026, as published on the Parish Council website, were noted.

6.5 The NatWest Bank Statements for June/July 2026 were received and noted.

7. **Grants**

The Council received the recommendations of the Finance Committee in respect of grant applications.

a) Broomfield's Youth Project

The Council considered the recommendation from the Finance Committee to award a grant of £3,425.00 to Broomfield's Youth Project.

Resolved: That a grant of £3,425.00 be awarded to Broomfield's Youth Project.

proposed by Peter Lewenz, **seconded by** Cllr G Chapman, All Agreed.

b) Stockton Heath Walking Day

The Council noted that the Finance Committee had not recommended approval of the grant application for £1,000.00, as the event takes place outside the Appleton Parish area and the Parish Council has not previously supported this event.

Cllr J Wheeler commented that 2 Churches attend the Walking Day from Appleton St Mary Magdalene's Church and St Monica's Catholic Church

c) Stockton Heath Parish Council

The Council **noted** the formal approval of the £100.00 grant following receipt of the required grant application documentation, in accordance with the decision made by Full Council in June.

8. **Parish Hall Electrical Installation Condition Report (EICR)**

The Council considered the recommendation from the Finance Committee to appoint SM Electrical to undertake an Electrical Installation Condition Report (EICR) for the Parish Hall at a cost of £295.00.

The recommendation was proposed by Cllr H Speed and **seconded by** Cllr Peter Lewenz.

Resolved: That SM Electrical be appointed to carry out the Electrical Installation Condition Report (EICR) for the Parish Hall at a cost of £295.00.

9. **Local Government Boundary Commission Consultation – Warding Arrangements**

The Council considered the proposed warding arrangements published by the Local Government Boundary Commission for England as part of the Warrington boundary review and discussed the implications for Appleton Parish.

Cllr Wheeler advised that the item had been included on the agenda to allow the Parish Council to provide comments from a parish council perspective.

Cllr H Speed explained that, due to the anticipated growth in population, the proposals would result in four Borough Councillors representing the Appleton area.

The proposed arrangements would provide two councillors for Appleton North and two councillors for Appleton South. The proposals seek to align ward boundaries with parish boundaries and maintain an appropriate balance of electorate numbers.

Following discussion

Cllr Helen Speed **proposed** that the Parish Council support the proposal for conterminous ward boundaries and that the projected numbers support the division between North and South Appleton. The proposal was **seconded by** Cllr L Booth.

Resolved: That Appleton Parish Council supports the proposed warding arrangements, including the alignment of ward boundaries with parish boundaries and the proposed division between Appleton North and Appleton South.

10. **Unauthorised Fence on Parish Council Land**

The Council considered the installation of a fence on Parish Council land without prior permission.

Cllr L Chapman advised that enquiries had been made regarding ownership of the fence and that the fence ownership was not shown on the deeds. Further information and clarification are required before any decision can be made.

Resolved: That further information be obtained regarding the ownership and status of the fence before the Council considers any further action.

11. Lumb Brook Millennium Green Trust

The Clerk reported that she had received a telephone call from a representative of the Lumb Brook Millennium Green Trust advising that they had intended to attend the meeting but were unable to do so due to illness.

The Trust advised that it intends to submit a grant application but is currently experiencing difficulties with its bank mandate, relating to the removal and addition of authorised signatories, and is therefore unable to process banking transactions at present. The anticipated grant application is expected to seek £3,000 towards grass cutting and £800 for a tree survey.

The Clerk requested that the completed grant application be submitted by **29 August 2026** to enable it to be considered by the Finance and General Purposes Committee. The Trust also intends to attend the Committee meeting to provide an update on its activities.

The Council was advised that the Trust has concerns regarding proposals by **SEWUE** and **Miller Homes**, which appear to include approximately 13.2 acres of Millennium Green Trust land within development plans. The Trust expressed concern that the land could be absorbed into the proposed development.

Cllr Wheeler commented on the possibility of the land being registered as an **Asset of Community Value**, although it was noted that the Trust did not appear to be supportive of this approach.

It was also reported that the Millennium Green had been maintained.

Resolved: That the update be noted and that the Council await the Trust's grant application and further update at the next Finance and General Purposes Committee meeting.

12. Reports from Parish Councillors

The Council received reports from parish councillors on committees, working groups and outside bodies.

Cllr J Wheeler reported that the proposed closure of Sandy Lane Household Waste Recycling Centre is subject to public consultation until September. Residents were encouraged to submit comments to the consultation if they wished to do so. It was also noted that a public drop-in event had been held on the Monday afternoon.

Cllr L Chapman requested further information regarding unresolved staffing issues and asked that the Council's reserves be included as an agenda item for the next meeting.

Cllr P Lewenz reported that he had received complaints regarding the smell arising from muck spreading on a nearby farm. The matter had been reported to Warrington Borough Council, and he would continue to follow it up.

Cllr P Lewenz also reported that the library has established a Friends group known as **SWISH**. Due to Warrington Borough Council service reductions and the proposed closure of Sandy Lane Household Waste Recycling Centre, library usage has increased. It was noted that one of the library rooms is currently being rented out and is being used for a range of community activities, including meetings of the Women's Institute and the Bridge Club. Concern was expressed that there had been no consultation regarding these changes.

Cllr P Lewenz advised that he was due to meet with the local MP later in the week.

Cllr L Booth reported that she had received complaints from residents that the small food waste bins had not been collected in Lyons Lane, Highfield Avenue and Pembroke Gardens. No other areas appeared to be affected. Cllr Booth advised that she would continue to monitor the situation and keep the Council informed.

Cllr H Speed reported that the meeting regarding the proposed Dudlow Green Medical Centre and pharmacy had been deferred due to ongoing discussions about access to the Appleton Cross development, and no new date had been set. It was noted that, if negotiations are successful, construction access would be from the Black Cap Road roundabout rather than Orchard Meadows. Cllr H Speed also advised that the meeting with the Integrated Care Board (ICB) had been postponed and that significant staffing reductions are planned within the ICB.

Cllr H Speed reported that discussions had taken place with the interim directorate regarding the proposed Urgent Treatment Centre in Warrington. The Integrated Care Board (ICB) advised that the business case is currently being prepared and that the centre will only proceed if it does not incur additional ongoing revenue costs.

Cllr H Speed reported that there had been no further update regarding the lack of a footpath on Longwood Road and Grappenhall Heys.

Cllr H Speed reported that a meeting with the Governor and Deputy Governor of HMP Thorn Cross had been arranged for the following week to discuss parking concerns and the recent escape of a prisoner. It was also reported that the proposed development to accommodate a different category of prisoner at the prison has been withdrawn and will no longer proceed.

Cllr H Speed reported that there had been further issues at Orchard Meadows relating to the play area and the removal of waste. It was noted that the site has not yet been handed over to the management company due to ongoing issues. Cllr H Speed advised that she has remained in regular contact with David Wilson Homes and residents regarding these matters.

Cllr H Speed reported that a further meeting had been arranged regarding the proposed new recycling site. She advised that she had discussed the proposal with Cllr Mundri, who is supportive of the Council's position, and that formal objections have been submitted to the proposed location adjacent to the new high school, to the north of the New Lane and Lumb Brook Road junction.

Cllr H Speed acknowledged that progress had been difficult but advised that the Leader and Deputy Leader of the Council, together with Cllr H Speed and Cllr Browne, are due to meet with the Planning Manager the following week to discuss the proposal further.

Cllr H Speed reported that there was no further update regarding the grassed area on Greens Lane adjacent to the nursery.

She advised that the posts for the Speed Indicator Devices (SIDs) had been installed, but the devices themselves had not yet been fitted. Cllr H Speed confirmed that she had received complaints regarding this matter and had explained the current position.

Cllr H Speed also reported that concerns had been raised regarding visibility at the top of Pepper Street.

Resolved: That the reports be received and noted.

13. Environment Committee – Recommendations for Approval

The Council considered the recommendations from the Environment Committee.

a) Environmental Planting Programme

The Council considered the proposal to support, in principle, the development of an Environmental Planting Programme for Spring 2027. **Resolved:** That the Council supports, in principle, the development of an Environmental Planting Programme for Spring 2027.

b) Provisional Budget Allocation

The Council considered a provisional budget allocation of £7,500 for bulb planting and £2,500 for associated wildflower planting works, subject to detailed proposals being brought back to Council.

It was agreed that the funding would be taken from the £10,000 earmarked reserve allocated for this project.

The **proposal** was made by Cllr H Speed and **seconded by** Cllr G Chapman.

Resolved: That a provisional budget allocation of £10,000 be approved from the earmarked reserves for the Environmental Planting Programme, subject to detailed proposals being presented to Council.

c) Warrington Borough Council Bulb Planting Programme

Resolved: That the Clerk be authorised to notify Warrington Borough Council that Appleton Parish Council wishes to participate in the 2026/27 bulb planting programme and submit the required information by the deadline.

Action: Clerk.

d) Environmental Planting Proposals

The Council considered the recommendation for the Environment Working Group to prepare detailed planting proposals, including suitable locations, maintenance arrangements and an overall Environmental Planting Strategy, for consideration by Full Council at a future meeting.

The **proposal** was made by Cllr H Speed and **seconded by** Cllr P Lewenz.

Resolved: That the Environment Working Group prepare detailed proposals for consideration by Full Council.

e) Lyons Lane/Dudlow Green Play Area – Pond Access Improvements

The Council noted the update regarding the proposed replacement of the pond access steps and feeding platform at Lyons Lane/Dudlow Green Play Area.

The Council endorsed the further work requested by the Environment Working Group, including obtaining three quotations, exploring alternative delivery and funding options, and undertaking a risk assessment before any future funding decision is considered.

Resolved: That the update be noted and the further investigations be undertaken.

13. PCSO / Police report/Update

There has been a total of 43 crimes recorded between 19/06/2026 and 21/07/2026. +1 from last month.

Appleton: 29

Hatton, Stretton and Walton: 14

During this period, I have identified, arrested, interviewed, charged and remanded a suspect for 4 incidents where they have entered unlocked vehicles in Latchford, Stockton Heath and Appleton and stolen goods from the vehicles. I suspect there will be significantly more that have gone unreported. Suspect was put before the first available court; suspect is on unconditional bail until his court appearance on 13/08/2026. Suspect has been sighted recently in Grappenhall.

Outside of these crimes, there isn't any other specific on-going crime trends, repeat victims, repeat perpetrators or locations which are out of the ordinary or should cause any significant concern for residents or the public. Out of the 43 crimes, we have secured 5 charges. The rest of the crimes may have faced various issues i.e. non-engagement from victims, lack of evidence or new crimes yet to be investigated.

STREET OF THE WEEK

Bridge Lane, collaborative effort with Torus Housing that are hosting an impact day.

SPEED ENFORCEMENT

20/06/2026, Longwood Road and Hatton Lane. 12 activations.

A PCSO has been secured who is now working full-time, PCSO Kirkham. He will undertake speed enforcement moving forward. Any requests can be sent to me directly and I will manage the deployments.

SURGERIES

Refer to Cheshire Police Website or Warrington South Police on Facebook.

COUNCILLOR CONTACT

All Councillors were invited to attend my Police Surgery on 10/07/2026 to attend on 20/07/2026. One reply from Cllr Speed confirming non-attendance.

Conversation with Cllr Speed on 10/07/2026 regarding the SIDs collected from Stockton Heath PS and advised regarding our involving moving forward about deployments.

Check in email sent on 20/06/2026 sent to all Cllrs, no response.

ANYTHING ELSE

Parish council members should be encouraged to contact me if there are any questions or concerns and I can answer them within this section every month. The encouragement should also be extended to following Warrington South Police on Facebook. **PC 30799 Kieran Henderson**

14. Dates and time of next meetings

Noted: Upcoming Meeting Schedule and **Noted** that the meetings scheduled to be on Thursday 7th May **2027** will now take place on Friday 8th May **2027** due to the election.

August No Meetings

September 2026

Thursday 3rd September 2026

- 9:15am – Planning Committee meeting
- 9:45am – Finance and General-Purpose Committee Meeting
- 11:15am – Employment Committee Meeting

Tuesday 15th September 2026

- 6:30pm – Planning Committee Meeting
- 7:00pm – Full Council Meeting

15. Agenda items were addressed as scheduled.

The meeting was officially closed at: 8:50PM

Signed.....

Dated.....



Appleton Parish Council

Appleton Parish Hall, Dudlow Green Road, Appleton, WA4 5EQ
Telephone 01925 268153

Minutes of the Finance and General-Purpose Committee Meeting held at Appleton Parish Hall on Thursday 03 September 2026 at 9:45am.

Councillors: * Cllr L Chapman (Chair)
 Cllr R Bett
 Cllr L Booth
 * Cllr G Chapman
 * Cllr K Critchley

 * denotes attendance

Also in Attendance: T Noble (Deputy Clerk)
 Cllr P Lewenz
 Cllr M Sellars

1. **Welcome and Apologies for Absence**
Cllr L Chapman, Chair of the Finance and General Purposes Committee, welcomed everyone to the meeting.
Apologies were received and accepted from Cllr R Bett and Cllr L Booth.
2. **Declaration of Interest**
Members were reminded of their responsibility to declare any disclosable pecuniary or non-pecuniary interest that they may have in any item of business on the agenda no later than when the item is reached.
3. **Public Participation**
There were no public in attendance.

Matters Raised Prior to Consideration of the Agenda

The Chair advised the Committee that a copy of a new Co-option Policy had been circulated but had been omitted from the agenda. Members considered the matter and agreed that the current Co-option Policy remained satisfactory.

The Chair also advised the Committee that on three occasions, a request had been made for an agenda item relating to the holiday pay of a former employee to be included on the agenda, the item had not been included. The Chair requested clarification as to why the item had not been included and why the payment had been processed without a recommendation being brought before the Committee.

Cllr K Critchley raised a matter concerning the formal complaint. Cllr K Critchley proposed that an extraordinary meeting of the Committee be scheduled to consider whether a thorough investigation had been undertaken in relation to the formal complaint. It was further proposed that the Committee receive a comprehensive breakdown of the investigation process and the matters considered, together with hard copies of all relevant documentation.

The proposal was seconded by Cllr G Chapman. A vote was taken, three members voting in favour and one member voting against.

The proposal was **agreed**.

4. **Finance**

- a) **Noted** the approved payment schedule for August 2026
- b) **Noted** the current bank balances in the Parish Council bank account and building societies.
- c) **Deferred** the allocation of reserves for 2026-2027
- d) **Noted** an overview for the budget headings for 2027-2028 is required.

Concerns were raised regarding the accuracy of the year-end forecast, the level of funds held in the NatWest account and the stated level of reserves. It was advised that the funds had most probably been transferred, but that this would not have been reported at this meeting due to the timing of the transfer. Clarification was requested regarding the figures presented and the level of reserves, with the matter to be included on the next agenda.

5. **Parish Hall Electrics**

- a) Electrical Installation Condition Report (EICR)
Noted three quotations are required before the matter can be considered further.
- b) Quotation received for the repair/replacement of the high-level lighting in the main hall
Noted further quotations are required for consideration.

6. **Parish Hall Cleaning Contract**

The Committee considered the quotations for floor buffing in the main hall and library area. Clarification was requested on the difference between the quotations, one including resealing and the other standard buffing and whether the treatment is required annually.

7. **HR and Payroll – External Support**

Consideration was given to outsourcing HR and payroll services to ensure compliance with employment legislation.

Recommended to retain these services in house.

8. **Hallmaster Reports**

Noted the Hallmaster report for the first quarter was circulated to the Committee.

The meeting closed at 11.07am.

Signed as a true record: Chair
Appleton Parish Council



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Appleton Parish Hall, Dudlow Green Road, Appleton, WA4 5EQ
Telephone 01925 268153

Minutes of the Planning Committee Meeting held at Appleton Parish Hall on Thursday 03 September 2026 at 09:15am.

Councillors: * Cllr G Chapman (Chair)
 Cllr R Bett
 * Cllr L Chapman
 * Cllr P Lewenz
 Cllr P Walker

 * denotes attendance

Also in Attendance: T Noble (Deputy Clerk)
 Cllr M Sellars

1. **Welcome and Apologies for Absence**

Cllr G Chapman, Chair of the Planning Committee, welcomed everyone to the meeting.
Apologies were received and accepted from Cllr R Bett.

2. **Members Code of Conduct**

Members were reminded of their responsibility to declare any disclosable pecuniary or non-pecuniary interest that they may have in any item of business on the agenda no later than when the item is reached.

3. **Public Participation**

There were no members of the public in attendance.

Noted that no resolutions can be made during Public Participation.

4. **Planning Applications (2)**

Planning applications received and considered up to: **28 August 2026**
Any additional applications may also be considered up to: **02 September 2026**

Details of all planning applications can be viewed via the following link:
<https://online.warrington.gov.uk/planning/>

Application No: 2026/01103/FULH

Application Type: Full Planning (Householder)(Householder Development)

Location: 49 Field Lane, Appleton, Warrington, WA4 5JR

Proposal: Garage extension

Conclusion: No objection

Comments: No comment

Application No: 2026/00944/TPO

Application Type: TPO

Location: 1 Pewterspear Lane, Appleton, Warrington, WA4 5DY

Proposal: Fell x3 trees

Conclusion: This application which is for 'crown removal up to 12M above the ground' on 3 trees appears to be directed to Warrington Borough Council (WBC) for them to undertake work on WBC owned land. WBC will need to check all this out in detail before deciding on a course of action. We will leave the decision to WBC.

Comments: The Parish Council request further clarification from WBC on the status of these trees.

5. **Alleged Unauthorised Building Works at The Lodge, Lumb Brook Road**

Conclusion: The Clerk contacts WBC in support of the complaint to include objections:

- The construction of an unauthorised two storey building in the rear garden
- The construction of what appears to be an excessively high stone wall along the north side of the property perimeter

Meeting closed at 09.43am

Signed as a true record:

.....

Chair
Appleton Parish Council



Appleton Parish Council

Appleton Parish Hall, Dudlow Green Road, Appleton, WA4 5EQ

Telephone 01925 268153

Minutes of the Planning Committee Meeting held at Appleton Parish Hall on Thursday 20 August 2026 at 10:00am.

Councillors: * Cllr G Chapman (Chair)
 Cllr R Bett
 * Cllr L Chapman
 * Cllr P Lewenz
 Cllr P Walker

 * denotes attendance

Also in Attendance: T Noble (Deputy Clerk)

1. Welcome and Apologies for Absence

Cllr G Chapman, Chair of the Planning Committee, welcomed everyone to the meeting.
Apologies were received and accepted from Cllr R Bett.

2. Members Code of Conduct

Members were reminded of their responsibility to declare any disclosable pecuniary or non-pecuniary interest that they may have in any item of business on the agenda no later than when the item is reached.

3. Public Participation

There were no members of the public in attendance.

Noted that no resolutions can be made during Public Participation.

4. Planning Applications (5)

Planning applications received and considered up to: **17 August 2026**
Any additional applications may also be considered up to: **19 August 2026**

Details of all planning applications can be viewed via the following link:
<https://online.warrington.gov.uk/planning/>

Application No: 2026/00996/VARC

Application Type: Variation of Conditions

Location: Merricourt, Windmill Lane, Appleton, Warrington, WA4 5JP

Proposal: Variations of conditions 2 (approved plans), 3 (materials), 4 (garage materials) and 11 (details of the permanent closure of the existing vehicular access) attached to planning application 2023-01118/FUL

Conclusion: No Objection

Comments: The Parish Council do not believe this application changes the basic plan as approved on 2023/01118.

Application No: 2026/01004/TPO

Application Type: TPO

Location: 6A Woodstock Gardens, Appleton, Warrington, WA4 5HN

Proposal: Proposed remedial work to x1 tree

Conclusion: No Comments

Application No: 2026/01013/TPO

Application Type: TPO

Location: The Coppice, Lyons Lane, Appleton, Warrington, WA4 5NA

Proposal: Fell of x3 trees

Conclusion: No Comments

Application No: 2026/00772/FULH

Application Type: Full Planning (Householder) (Householder Development)

Location: 8 Cedarways, Appleton, Warrington, WA4 5EW

Proposal: Single story rear extension, single storey front extension and porch

Conclusion: No Objection

Application No: 2026/00899/PA14J

Application Type: Part 14 (Class J) Prior Approval

Location: Bridgewater High Lower School, Hall Drive, Appleton, Warrington, WA4 5JL

Proposal: Installation of solar panels

Conclusion: No Comments

Application No: 2026/00900/PA14J

Application Type: Part 14 (Class J) Prior Approval

Location: Bridgewater High Upper School, Broomfields Road, Appleton, Warrington, WA4 3AE

Proposal: Installation of solar panels

Conclusion: No Comments

Application No: 2026/01060/TPO

Application Type: TPO

Location: Ivory House, Cann Lane South, Appleton, Warrington, WA4 5NQ

Proposal: Remedial works to x3 trees

Conclusion: No Comments

Application No: 2026/00549/FULH

Application Type: Full planning (Householder) (Householder Development)

Location: 44 Snaefell Rise, Appleton, Warrington, WA4 5BW

Proposal: Two storey side extension, single storey rear extension and single story front extension

Conclusion: Objection

Comments: The construction of the two storey side extension may impede light and visual amenity to house 46. The roof and layout of the gable ended side extension may be considered out of character with other extensions in the street which incorporate asymmetrical roof design to the main roof. There is insufficient off road parking.

Application No: 2026/01036/AOCV

Application Type: Community asset nomination (S89 LA2011)

Location: Stockton Heath Allotment Gardens, Red Lane, Stockton Heath, Warrington

Proposal: Nomination under Section 89 of the Localism Act 2011 for listing as a community asset

Comments: Noted that Stockton Heath Allotment Gardens are owned by Stockton Heath Parish Council although the site is situated within the Appleton Ward. WBC will be made aware of this status.

Application No: 2026/00958/DISCON

Application Type: Discharge of Condition Redrow Homes

Location: Grappenhall Heys, Warrington

Proposal: Discharge of condition 3 (Materials) on planning application 2024/01056/FULM (Proposed residential development of 237 dwellings)

Consultation date has expired

Application No: 2026/00966/TPO

Application Type: TPO

Location: 30 Lyons Lane, Appleton, Warrington, WA4 5NA

Proposal: Fell x1 no. Tree Trees Landscaping

Conclusion: No Comments

Application No: 2026/00976/TPO

Application Type: TPO

Location: 35 Warren Road, Appleton, Warrington, WA4 5AG

Proposal: Remedial works to x1 tree Trees Landscaping

Conclusion: No Comments

Application No: 2026/00529/FULM

Application Type: Full Planning (Major)

Conclusion: Objection

Comments: This is a site of approximately 3.9 acres, the surrounding area to the east and north is already allocated for projected building associated with the SEWUE extension. The Parish Council cannot support building of more properties in locations outside and adjacent to the SEWUE and need to preserve our open

spaces. The site is currently consists of farmland, paddocks and equestrian use.
The location is outside of the local Development Plan.

INFORMATION ONLY

Application No: 2026/00941/CLDP

Application Type: Certificate of Lawfulness (Proposed)

Location: 18 Edenbridge Gardens, Appleton, Warrington, WA4 5FH

Proposal: Single storey rear extension replacing conservatory

Meeting closed at 10.42am

Signed as a true record:

.....

**Chair
Appleton Parish Council**



Appleton Parish Council

Appleton Parish Hall, Dudlow Green Road, Appleton, WA4 5EQ

Telephone 01925 268153

Minutes of the Planning Committee meeting held at Appleton Parish Hall on Tuesday 21st July at 6:30pm.

Present: - Cllr G Chapman (Chair) Cllr L Chapman, Cllr P Lewenz
In Attendance: Clerk – Karen Newton & Cllr L Booth

1. Welcome and apologies for absence

The Chairman welcomed all members to the meeting.

Apologies for absence were received: -

Cllr R Bett - Holiday

The Council **approved the reason for absence.**

2. Members Code of Conduct

Members were reminded of their responsibility to declare any disclosable pecuniary or non-pecuniary interests in items on the agenda, in accordance with the Members' Code of conduct.

No declarations or requests for dispensations were made.

3. Public Participation

The Chairman confirmed the rules for public participation. No members of the public were in attendance.

4. Planning Applications

The following planning applications were received and considered up to **15th July 2026**.

The following planning applications have been received to date. Any additional applications received up to **20th July 2026** may also be considered at the meeting.

Details of all planning applications can be viewed via the following link:
<https://online.warrington.gov.uk/planning/>

Application No: 2026/00388/FULH

Application Type: Full Planning (Householder) (Householder Development)

Location: 16a Cliffe Road, Appleton, Warrington, WA4 5AQ

Proposal: Proposed first floor balcony and access stairs to rear.

Concern: *Appleton Parish Council are concerned with the separate entrance via the balcony at the rear of the property. Or the need for a balcony at all.*

Application No: 2026/00896/TPO

Application Type: TPO

Location: 18 Woodstock Gardens, Appleton, Warrington, WA4 5HN

Proposal: Remedial works to x6 trees

No Comments

Application No: 2026/00440/TPO

Application Type: TPO

Location: Land Adjacent to Pewter spear Lane, Appleton, Warrington, WA4 5DY

Proposal: Remedial works to x20 trees and fell of x3 trees

No Comments

Application No: 2026/00824/FULH,

Application Type: Full Planning (Householder) (Householder Development)

Location: 7 Ashberry Drive, Appleton, Warrington, WA4 4QY

Proposal: Single storey side extension

Concern: *Minor overdevelopment the design of a flat roof isn't inline with the rest of the street.*

Application No: 2026/00677/FUL,

Application Type: Full Planning Uk3pl

Location: Unit 4b, STRETTON DISTRIBUTION CENTRE Grappenhall Lane, Appleton, Warrington, WA4 4QT

Proposal: Proposed change of use of the existing warehouse unit (Class B8) to a padel tennis club (Use Class E(d)), including the replacement of the roller shutter door with glazed doors, access from the public highway, car parking, and associated works.

Comment: *APC will be guided by WBC on this Application.*

Application No: 2026/00844/VARC:

Application Type: Variation of Conditions

Location: 5 Delph fields Road, Appleton, Warrington, WA4 5BY

Proposal: Variation of Condition 2 (Approved Plans) and Removal of Condition 4 (obscured side WC window) on previously approved application **2025/00173/FULH**

Comment: *I do not see these revisions having any detriment to the existing approved proposal including any impact on neighbouring properties and have **no objection** to them*

Application No: 2026/00922/DISCON

Application Type: Discharge of Condition

Location: Site Of the Former Inland Border Facility, Warrington, WA4 4QT

Proposal: Discharge of condition 6 (detailed drainage design) on application **2025/00245/FULM** (Demolition of office / administrative building and proposed erection of a 6,283 sqm high bay building to comprise 5,940 sqm floorspace)

No Comments

INFORMATION ONLY

Application No: 2026/00833/CLDP

Application Type: Certificate of Lawfulness (Proposed)

Location: 27 Chartwell Gardens, Appleton, Warrington, WA4 5HZ

Proposal: Single storey rear extension

No Comments

Application No: 2026/00932/CLDP:

Application Type: Certificate of Lawfulness (Proposed) 2

Location: OLD FARM Burley Lane, Appleton, Warrington, WA4 4RP

Proposal: Single storey extensions to side, two extensions to rear and front porch.

No Comments

5. **Date and time of next meeting**

The next planning committee meeting will take place on **Thursday 3rd September 2026** at **9:15 AM**.

Meeting Closed at 6:55PM

Signed

Dated

Appleton Parish Council Bank Accounts

Natwest							
Sort Code: 010917, Account Number: 97913391							
	Income	Expenditure	Transfers In	Transfers Out	Accounts Balance	Bank Statement	Bank Recon
Start of Year					35,267.92	35,267.92	✓
Apr 2026	6,231.72	10,502.03	0.00	0.00	30,997.61	30,997.61	✓
May 2026	192,960.00	18,131.97	0.00	0.00	205,825.64	205,825.64	✓
Jun 2026	4,383.93	15,941.29	0.00	0.00	194,268.28	194,268.28	✓
Jul 2026	5,005.27	14,657.84	0.00	0.00	184,615.71	184,615.71	✓
Aug 2026	2,137.80	14,486.02	0.00	40,000.00	132,267.49	132,267.49	✓
Sep 2026	2,318.83	13,319.27	0.00	0.00	121,267.05		
Oct 2026	0.00	0.00	0.00	0.00	121,267.05		
Nov 2026	0.00	0.00	0.00	0.00	121,267.05		
Dec 2026	0.00	0.00	0.00	0.00	121,267.05		
Jan 2027	0.00	0.00	0.00	0.00	121,267.05		
Feb 2027	0.00	0.00	0.00	0.00	121,267.05		
Mar 2027	0.00	0.00	0.00	0.00	121,267.05		

Mansfield							
Sort Code: 225570, Account Number: 10613185							
	Income	Expenditure	Transfers In	Transfers Out	Accounts Balance	Bank Statement	Bank Recon
Start of Year					45,000.00	45,000.00	✓
Apr 2026	0.00	0.00	0.00	0.00	45,000.00	45,000.00	✓
May 2026	0.00	0.00	0.00	0.00	45,000.00	45,000.00	✓
Jun 2026	0.00	0.00	0.00	0.00	45,000.00	45,000.00	✓
Jul 2026	0.00	0.00	0.00	0.00	45,000.00	45,000.00	✓
Aug 2026	0.00	0.00	0.00	0.00	45,000.00		
Sep 2026	0.00	0.00	0.00	0.00	45,000.00		
Oct 2026	0.00	0.00	0.00	0.00	45,000.00		
Nov 2026	0.00	0.00	0.00	0.00	45,000.00		
Dec 2026	0.00	0.00	0.00	0.00	45,000.00		
Jan 2027	0.00	0.00	0.00	0.00	45,000.00		
Feb 2027	0.00	0.00	0.00	0.00	45,000.00		
Mar 2027	0.00	0.00	0.00	0.00	45,000.00		

Nationwide							
Sort Code: 400250, Account Number: 01343556							
	Income	Expenditure	Transfers In	Transfers Out	Accounts Balance	Bank Statement	Bank Recon
Start of Year					88,999.91	88,999.91	✓
Apr 2026	0.00	0.00	0.00	0.00	88,999.91	88,999.91	✓
May 2026	0.00	0.00	0.00	0.00	88,999.91	88,999.91	✓

Buckinghamshire							
Sort Code: 200172, Account Number: 20224448							
	Income	Expenditure	Transfers In	Transfers Out	Accounts Balance	Bank Statement	Bank Recon
Start of Year					20,337.35	20,337.35	✓
Apr 2026	0.00	0.00	0.00	0.00	20,337.35	20,337.35	✓
May 2026	0.00	0.00	0.00	0.00	20,337.35	20,337.35	✓
Jun 2026	0.00	0.00	0.00	0.00	20,337.35	20,337.35	✓
Jul 2026	0.00	0.00	0.00	0.00	20,337.35	20,337.35	✓
Aug 2026	0.00	0.00	40,000.00	0.00	60,337.35	60,337.35	✓
Sep 2026	0.00	0.00	0.00	0.00	60,337.35		
Oct 2026	0.00	0.00	0.00	0.00	60,337.35		
Nov 2026	0.00	0.00	0.00	0.00	60,337.35		
Dec 2026	0.00	0.00	0.00	0.00	60,337.35		
Jan 2027	0.00	0.00	0.00	0.00	60,337.35		
Feb 2027	0.00	0.00	0.00	0.00	60,337.35		
Mar 2027	0.00	0.00	0.00	0.00	60,337.35		

April 2026 Payments

Ref	Bank Date	Account Paid From	Supplier	Description	Net	VAT	Gross
EXP26-001	01/04/26	Natwest	Waterplus	Water/Waste	274.80	0.00	274.80
EXP26-002	07/04/26	Natwest	B&Q Trade Point	Bark and Plants	54.60	10.92	65.52
EXP26-003	07/04/26	Natwest	Sky Business	Telephone and Broadband	42.45	8.49	50.94
EXP26-004	09/04/26	Natwest	Halfords	Mower Oil	6.91	1.38	8.29
EXP26-005	10/04/26	Natwest	Moneysoft	Payroll Manager	90.00	18.00	108.00
EXP26-006	10/04/26	Natwest	B&Q Trade Point	Landscaping	92.57	18.51	111.08
EXP26-007	14/04/26	Natwest	British Gas	Utilities	145.56	7.28	152.84
EXP26-008	16/04/26	Natwest	Morrisons	Parish Hall Cleaning Supplies	14.18	2.84	17.02
EXP26-009	21/04/26	Natwest	British Gas	Utilities	243.46	12.17	255.63
EXP26-010	23/04/26	Natwest	Staff Costs	Staff	8,599.16	0.00	8,599.16
EXP26-011	23/04/26	Natwest	Warrington BC	Parish Hall Cleaning April	390.41	78.08	468.49
EXP26-012	23/04/26	Natwest	Morrisons	Parish Hall Cleaning Supplies	10.33	2.07	12.40
EXP26-013	17/04/26	Natwest	B&Q Trade Point	Plants	87.00	17.40	104.40
EXP26-014	24/04/26	Natwest	B&Q Trade Point	Landscaping	97.12	19.43	116.55
EXP26-015	27/04/26	Natwest	Amazon	Lawn Rake	30.82	6.17	36.99
EXP26-016	27/04/26	Natwest	B&Q Trade Point	Ranger Protection Items	30.82	6.17	36.99
EXP26-017	27/04/26	Natwest	EE	Mobile Phone	44.32	8.86	53.18
EXP26-018	30/04/26	Natwest	Bank Charges	Bank Charges	10.75	0.00	10.75
EXP26-019	15/04/26	Natwest	Bank Line Charges	Bank Line Charges	19.00	0.00	19.00
					10,284.26	217.77	10,502.03

Payments Over £500

Approved

May 2026 Payments

Ref	Bank Date	Account Paid From	Supplier	Description	Net	VAT	Gross
EXP26-020	01/05/26	Natwest	Waterplus	Water/Waste	274.80	0.00	274.80
EXP26-021	06/05/26	Natwest	Timpsons Ltd	Cylinder and Mort	15.00	3.00	18.00
EXP26-022	06/05/26	Natwest	Morrisons	First Aid Supplies	17.63	3.52	21.15
EXP26-023	06/05/26	Natwest	Sky Business	Telephone and Broadband	42.45	8.49	50.94
EXP26-024	08/05/26	Natwest	B&Q Trade Point	Landscaping	107.92	19.42	127.34
EXP26-025	08/05/26	Natwest	Morrisons	Batteries	13.33	2.67	16.00
EXP26-026	12/05/26	Natwest	Amazon	Radio	15.92	3.19	19.11
EXP26-027	12/05/26	Natwest	B&Q Trade Point	Soil and Flowers	107.97	21.60	129.57
EXP26-028	13/05/26	Natwest	Amazon	Deputy Clerks Laptop	749.99	150.00	899.99
EXP26-029	13/05/26	Natwest	Morrisons	Parish Hall Cleaning Supplies	22.96	4.59	27.55
EXP26-030	13/05/26	Natwest	Currys Online	Clerks Laptop	874.17	174.83	1,049.00
EXP26-031	15/05/26	Natwest	Bank Line Charges	Bank Line Charges	13.50	0.00	13.50
EXP26-032	15/05/26	Natwest	Primrose Hill Nurser	Landscaping - Flowers	4.50	0.90	5.40
EXP26-033	15/05/26	Natwest	British Gas	Utilities	154.16	7.71	161.87
EXP26-034	19/05/26	Natwest	B&Q Trade Point	Landscaping	82.52	10.20	92.72
EXP26-035	21/05/26	Natwest	Staff Costs	Staff	10,745.76	0.00	10,745.76
EXP26-036	21/05/26	Natwest	Chalc	Affiliation Fee 2026-2027	1,631.80	0.00	1,631.80
EXP26-037	21/05/26	Natwest	B&Q Trade Point	Landscaping - Flowers	47.25	9.45	56.70
EXP26-038	21/05/26	Natwest	British Gas	Utilities	146.26	7.31	153.57
EXP26-039	22/05/26	Natwest	Morrisons Fuel	Fuel	8.17	1.63	9.80
EXP26-040	26/05/26	Natwest	EE	Mobile Phone	44.32	8.86	53.18
EXP26-041	29/05/26	Natwest	Bank Charges	Bank Charges	11.90	0.00	11.90
EXP26-042	29/05/26	Natwest	Community First	Insurance 2026-2027 Year 3/3	2,562.32	0.00	2,562.32
					17,694.60	437.37	18,131.97

Approved

June 2026 Payments

Ref	Bank Date	Account Paid From	Supplier	Description	Net	VAT	Gross
EXP26-043	03/06/26	Natwest	B&Q Trade Point	Chippings	36.47	7.29	43.76
EXP26-044	03/06/26	Natwest	Sky Business	Telephone and Broadband	42.45	8.49	50.94
EXP26-045	04/06/26	Natwest	Amazon Business	Laptop Bags	25.47	5.09	30.56
EXP26-046	05/06/26	Natwest	Cheshire Shoe Repa	Security Keys x 3	28.33	5.67	34.00
EXP26-047	08/06/26	Natwest	B&Q Trade Point	Chippings	36.47	7.29	43.76
EXP26-048	08/06/26	Natwest	Amazon	Keyboard and Mouse x 2	38.32	7.66	45.98
EXP26-049	12/06/26	Natwest	Honda UK	Lawn Mower	554.17	110.88	665.00
EXP26-050	15/06/26	Natwest	Bank Charges	Bank Charges	14.50	0.00	14.50
EXP26-051	15/06/26	Natwest	British Gas	Utilities	123.90	24.78	148.68
EXP26-052	16/06/26	Natwest	Amazon	Wall Stud Finder	20.82	4.17	24.99
EXP26-053	18/06/26	Natwest	WBC Cleaner S Culle	Security Keys x 2	16.67	3.33	20.00
EXP26-054	18/06/26	Natwest	Safeguard Ltd	Replacement Cylinder Front Doc	121.40	24.28	145.68
EXP26-055	18/06/26	Natwest	Viking Office UK	Office Stationery	40.34	8.07	48.41
EXP26-056	18/06/26	Natwest	Ash Cleaning Service	Window Cleaning	79.00	15.80	94.80
EXP26-057	18/06/26	Natwest	Ash Cleaning Service	Window Cleaning	141.00	28.20	169.20
EXP26-058	18/06/26	Natwest	JDH Business Service	Internal Audit 2025-2026	897.00	179.40	1,076.40

Approved

EXP26-116	20/08/26	Natwest	Rakemaster/Printsh	Parish Map	60.00	12.00	72.00
EXP26-117	20/08/26	Natwest	Payroll	Aug-26	10,673.81	0.00	10,673.81
EXP26-118	20/08/26	Natwest	Staff Expenses	Home working Allowance	78.00	0.00	78.00
EXP26-119	20/08/26	Natwest	Staff Expenses	Reimbursements	204.86	0.00	204.86
EXP26-120	21/08/26	Natwest	British Gas	Utilities	15.65	0.78	16.43
EXP26-121	24/08/26	Natwest	Microsoft	Renewal	87.49	17.50	104.99
EXP26-122	24/08/26	Natwest	Waterplus	Water/Waste	860.07	0.00	860.07
EXP26-123	26/08/26	Natwest	SM Electrical	EICR	295.00	0.00	295.00
EXP26-124	26/08/26	Natwest	EE	Mobile Phones	44.32	8.86	53.18
EXP26-125	28/08/26	Natwest	Bank Charges	Bank Charges	9.80	0.00	9.80
					14,117.32	358.69	14,476.01

September 2026 Payments

Ref	Bank Date	Account Paid From	Supplier	Description	Net	VAT	Gross
EXP26-126	03/09/26	Natwest	Stellantis	Rangers Van Light Repair	130.67	26.13	156.80
EXP26-127	03/09/26	Natwest	Sky Business	Telephone and Broadband	42.45	8.49	50.94
EXP26-128	04/09/26	Natwest	B&Q Trade Point	Chippings	37.52	7.50	45.02
EXP26-129	07/09/26	Natwest	Amazon Services LLC	Prime Membership	95.00	19.00	114.00
EXP26-130	08/09/26	Natwest	B&Q Trade Point	Bark and Chippings	117.38	23.48	140.86
EXP26-131	17/09/26	Natwest	Payroll	Sep-26	12,733.65	0.00	12,733.65
EXP26-132	17/09/26	Natwest	Staff Expenses	Home working Allowance	78.00	0.00	78.00
					13,234.67	84.60	13,319.27

To Authorise and Approve Sept 2026 (Partial)

April 2026 Receipts

Ref	Received Date	Receiving Account	Received From	Description	Amount
INC26-001	07/04/26	Natwest	Stockton Heath Flower Club	Village Hall Hire	64.50
INC26-002	08/04/26	Natwest	Stretton WI	Village Hall Hire	234.50
INC26-003	08/04/26	Natwest	Kirsten Flynn Yoga	Village Hall Hire	96.75
INC26-004	08/04/26	Natwest	Bob Wheat Tai Chi	Village Hall Hire	172.00
INC26-005	08/04/26	Natwest	Appleton Independent Church	Village Hall Hire	922.50
INC26-006	08/04/26	Natwest	Shibu Thomas Church Meetings	Village Hall Hire	172.00
INC26-007	08/04/26	Natwest	Lymm Ladies Bridge Club	Village Hall Hire	363.50
INC26-008	09/04/26	Natwest	3 R's Tuition	Village Hall Hire	172.00
INC26-009	09/04/26	Natwest	HMRC VAT Refund	VAT	2,973.22
INC26-010	10/04/26	Natwest	Amanda Elkin Pilates	Village Hall Hire	215.00
INC26-011	10/04/26	Natwest	Philip Star Tai Kwondo	Village Hall Hire	86.00
INC26-012	10/04/26	Natwest	Bridgewater WI	Village Hall Hire	64.50
INC26-013	13/04/26	Natwest	G Faulkner Sewing Club	Village Hall Hire	75.75
INC26-014	13/04/26	Natwest	Stockton Heath Flower Club - Storage	Village Hall Hire	170.00
INC26-015	13/04/26	Natwest	Bob Hignett	Village Hall Hire	43.00
INC26-016	13/04/26	Natwest	Appleton Park WI	Village Hall Hire	64.50
INC26-017	14/04/26	Natwest	Adam Partridge Ltd	Village Hall Hire	129.00
INC26-018	16/04/26	Natwest	Apple Tots	Village Hall Hire	213.00
					6,231.72

May 2026 Receipts

Ref	Received Date	Receiving Account	Received From	Description	Amount
INC26-019	01/05/26	Natwest	Bob Wheat Tai Chi	Village Hall Hire	129.00
INC26-020	05/05/26	Natwest	Stockton Heath Flower Club	Village Hall Hire	64.50
INC26-021	05/05/26	Natwest	Kirsten Flynn Yoga	Village Hall Hire	64.50
INC26-022	05/05/26	Natwest	Amanda Elkin Pilates	Village Hall Hire	172.00
INC26-023	05/05/26	Natwest	Shibu Thomas Church Meetings	Village Hall Hire	215.00
INC26-024	05/05/26	Natwest	3 R's Tuition	Village Hall Hire	172.00
INC26-025	05/05/26	Natwest	Lymm Ladies Bridge Club	Village Hall Hire	129.00
INC26-026	06/05/26	Natwest	Stretton WI	Village Hall Hire	64.50
INC26-027	06/05/26	Natwest	Theresa Brassell Yoga	Village Hall Hire	135.50
INC26-028	06/05/26	Natwest	Appleton Independent Church	Village Hall Hire	580.50
INC26-029	06/05/26	Natwest	Appleton Park WI	Village Hall Hire	64.50
INC26-030	12/05/26	Natwest	Apple Tots	Village Hall Hire	172.00
INC26-031	08/05/26	Natwest	Philip Star Tai Kwondo	Village Hall Hire	86.00
INC26-032	15/05/26	Natwest	Warrington Borough Council	Precept	190,911.00
					192,960.00

June 2026 Receipts

Ref	Received Date	Receiving Account	Received From	Description	Amount
INC26-033	01/06/26	Natwest	Kirsten Flynn Yoga	Village Hall Hire	107.50
INC26-034	01/06/26	Natwest	G Faulkner Sewing Club	Village Hall Hire	74.75
INC26-035	01/06/26	Natwest	Skipton Building Society	Interest	1,976.43
INC26-036	01/06/26	Natwest	Theresa Brassell Yoga	Village Hall Hire	118.25
INC26-037	02/06/26	Natwest	Bob Wheat Tai Chi	Village Hall Hire	215.00

INC26-075	03/08/26	Natwest	Appleton Park WI	Village Hall Hire	64.50
INC26-076	03/08/26	Natwest	Love Mantra Wellness	Village Hall Hire	139.75
INC26-077	03/08/26	Natwest	Tradepoint Refund	Refund Tradepoin	10.50
INC26-078	04/08/26	Natwest	3 R's Tuition	Village Hall Hire	215.00
INC26-079	06/08/26	Natwest	Philip Star Tai Kwondo	Village Hall Hire	86.00
INC26-080	07/08/26	Natwest	Kathryn Chapman - Party	Village Hall Hire	64.50
INC26-081	12/08/26	Natwest	Riv Rest Cent Cranfield University	Village Hall Hire	64.50
INC26-082	17/08/26	Natwest	Hannah Woods - Party	Village Hall Hire	64.50
INC26-083	19/08/26	Natwest	G Faulkner Sewing Club	Village Hall Hire	74.05
INC26-084	24/08/26	Natwest	Stockton Heath Flower Club	Village Hall Hire	21.50
INC26-085	25/08/26	Natwest	Stephen Car Pewterspear Residents	Village Hall Hire	43.00
					2137.80

Sept 2026 Receipts

Ref	Received Date	Receiving Account	Received From	Description	Amount
INC26-086	01/09/26	Natwest	Hanley Economice	Village Hall Hire	72.08
INC26-087	01/09/26	Natwest	Chloe Nielson	Village Hall Hire	64.50
INC26-088	02/09/26	Natwest	Shibu Thomas Church Meetings	Village Hall Hire	172.00
INC26-089	02/09/26	Natwest	June Perry Woodside Court	Village Hall Hire	64.50
INC26-090	02/09/26	Natwest	Stretton WI	Village Hall Hire	64.50
INC26-091	02/09/26	Natwest	Stockton Heath Flower Club	Village Hall Hire	64.50
INC26-092	02/09/26	Natwest	Bob Wheat Tai Chi	Village Hall Hire	215.00
INC26-093	02/09/26	Natwest	Kirsten Flynn Yoga	Village Hall Hire	118.25
INC26-094	03/09/26	Natwest	Amanda Elkin Pilates	Village Hall Hire	172.00
INC26-095	03/09/26	Natwest	3 R's Tuition	Village Hall Hire	172.00
INC26-096	04/09/26	Natwest	Love Mantra Wellness	Village Hall Hire	43.00
INC26-097	04/09/26	Natwest	Appleton Park WI	Village Hall Hire	64.50
INC26-098	04/09/26	Natwest	Apple Tots	Village Hall Hire	172.00
INC26-099	07/09/26	Natwest	Appleton Independent Church	Village Hall Hire	666.50
INC26-100	07/09/26	Natwest	Lymm Ladies Bridge Club	Village Hall Hire	193.50
					2318.83

Hello Joanne,

As you are aware, Judith Wheeler has resigned as the Appleton Parish Council elected representative at PGT. Consequently, the PC currently has no direct involvement in the management of the Trust.

When the Trust was established in 1995 the Memorandum & Articles of Association specifically included a clause to ensure that local stakeholders at Appleton and Stretton Parish Councils and St Matthews PCC should have 2 representative Trustees. My assumption is that this was intended to ensure that the local community could have a say and influence how the Trust should be run, on behalf of their residents / congregation.

I should be grateful if you would please arrange for this matter to be raised at the next Council Meeting where hopefully another parish councillor will be appointed as Judith's replacement.

I look forward to hearing from you.

Thank you

Tony Lyons,

General Manager,

Pewterspear Green Trust Ltd.

Account Name
APPLETON PARISH COUNCIL

Account No Sort Code Page No
97913391 01-09-17 1 of 3



APPLETON PARISH COUNCIL
APPLETON PARISH COUNCIL
APPLETON PARISH HALL
DUDLOW GREEN ROAD, APPLETON
WARRINGTON
WA4 5EQ

Current Account

Summary	
Statement Date	28 AUG 2026
Period Covered	01 AUG 2026 to 28 AUG 2026
Previous Balance	£184,615.71
Paid In	£2,137.80
Withdrawn	£54,486.02
New Balance	£132,267.49
BIC	NWBKGB2L
IBAN	GB38NWBK01091797913391

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Date	Description	Paid In(£)	Withdrawn(£)	Balance(£)
01 AUG 2026	BROUGHT FORWARD			184,615.71
03 AUG	Automated Credit STRETTON WI STRETTON WI 1110 FP 03/08/26 1042 28104248712384000N STRETTON WI 1110	64.50		184,680.21
	Automated Credit R WHEAT T/A HORIZO TAI CHI TUESDAY FP 01/08/26 1834 HUBXB9F691D686E553	172.00		184,852.21
	Automated Credit AMANDA.S MAT PILAT AELKIN-APH20261105 FP 02/08/26 1533 5JM4VJEY5YZ9J23K9D	172.00		185,024.21
	Automated Credit APPLETON INDEPENDENCE APH2026/1104 FP 03/08/26 0923 500000001812111856	580.50		185,604.71
	Automated Credit BARRY GOTTLIEB APH2026/1100.SEP25 FP 03/08/26 1201 A5633AC88D954BADB1	86.00		185,690.71
	Automated Credit SHIBU THOMAS APH2026/1107 FP 02/08/26 1637 260802163745214173	215.00		185,905.71
	OnLine Transaction PARK WOMENS INST APH2026/1111 VIA ONLINE - PYMT	64.50		185,970.21
	Card Transaction 2404 31JUL26 AMAZON UK* KO4ZP1JL5 LONDON GB		168.00	185,802.21
	Card Transaction 2404 01AUG26 AMAZON* 0H46W6NV5 LONDON GB		38.12	185,764.09
04 AUG	Automated Credit LOVE MANTRA WELLNE FP 03/08/26 2121 PR2S34WBE831WUJGSN	139.75		185,903.84
	Card Transaction 2404 03AUG26 C B & Q 1269 WARRINGTON GB REFUND	10.50		185,914.34
	Card Transaction 2404 03AUG26 C B & Q 1269 WARRINGTON GB		97.51	185,816.83
	Card Transaction 2404 03AUG26 AMAZON* SI3TU4545 LONDON GB		510.00	185,306.83
05 AUG	Automated Credit 3 RS TUITION LTD APH2026/1043 FP 05/08/26 0514 HUBX19DAD0A7403217	215.00		185,521.83
	Direct Debit SKY BUSINESS SERV 00005508500003		50.94	185,470.89
06 AUG	Automated Credit 5566 GYM LLP APH2026/1109 FP 06/08/26 1753 260806175310540444	86.00		185,556.89
	Card Transaction 2404 05AUG26 AMAZON* 8V9QQ7RV5 LONDON GB		12.33	185,544.56
07 AUG	OnLine Transaction HARRISON K & W Katherine Chapman VIA MOBILE - PYMT	64.50		185,609.06
12 AUG	Automated Credit RIV REST CTR APH2026/1101 FP 12/08/26 1310 924328000131218001	64.50		185,673.56

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Date	Description	Paid In(£)	Withdrawn(£)	Balance(£)
	BROUGHT FORWARD			185,673.56
14 AUG	Card Transaction 2404 13AUG26 AMAZON* T92SO4785 LONDON GB		19.87	185,653.69
	Direct Debit BRITISH GAS BGL0368217-0351743		171.59	185,482.10
17 AUG	Automated Credit HANNAH WOOD HANNAH WOOD FP 15/08/26 2215 05022627456576341	64.50		185,546.60
	Debit BANKLINE		18.00	185,528.60
19 AUG	Automated Credit FAULKNER G APH2026/1115 FP 19/08/26 0947 40094702448796000R .	74.05		185,602.65
20 AUG	Bill Payment KDE LTD KDE LTD FP 20/08/26 40 02023201271745000N		288.00	185,314.65
	Bill Payment STOCKTON HEATH HEA SERVICE CONTRACT FP 20/08/26 40 02023238968574000N		258.00	185,056.65
	Bill Payment AVANTI BUSINESS EQ AVANTI BUSINESS FP 20/08/26 40 28023234928006000N		95.12	184,961.53
	Bill Payment WORSLEY BROS WORSLEY BROS FP 20/08/26 40 27023201469837000N		40.00	184,921.53
	Bill Payment WORSLEY BROS WORSLEY BROS FP 20/08/26 40 44023235432524000N		90.00	184,831.53
	Bill Payment ASH CLEANING SERV ASH CLEANING FP 20/08/26 40 33023215814660000N		260.40	184,571.13
	Bill Payment RAKEMASTER LTD THE RAKEMASTER LTD THE FP 20/08/26 40 08023220310526000N		72.00	184,499.13
	Bill Payment STAFF APPLETON P C FP / /		10,956.67	173,542.46
21 AUG	Direct Debit BRITISH GAS BGL0367696-0351247		16.43	173,526.03
24 AUG	Automated Credit STOCKTON HEA STOCKTONHEATHFCLUB FP 24/08/26 0712 033960829241827001	21.50		173,547.53
	Card Transaction 0407 24AUG26 MICROSOFT*M ICROSOFT 36 READING, BERK GB		104.99	173,442.54
	Direct Debit WATER PLUS 4084272351		860.07	172,582.47
25 AUG	Automated Credit PEWTERSPEAR RESIDE PEWTERSPEAR RESID FP 25/08/26 1513 000000000405153359	43.00		172,625.47
26 AUG	Bill Payment SM ELECTRICAL WARR SM ELECTRICAL WARR FP 26/08/26 40 15071607402894000N		295.00	172,330.47
	Bill Payment APPLETON PARISH CO BUCKINGHAMSHIRE BU FP 26/08/26 40 15023249683872000N		20,000.00	152,330.47
	Direct Debit EE LIMITED Q46169210751365137		53.18	152,277.29
27 AUG	Bill Payment APPLETON PARISH CO BUCKINGHAMSHIRE BU FP 27/08/26 40 07023322409894000N		20,000.00	132,277.29
28 AUG	Charges 31JUL A/C 97913391		9.80	132,267.49

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Statement Abbreviations N-S TRN FEE = Non Sterling Transaction Fee VRATE= Variable Payment Scheme Exchange Rate OD = Overdrawn	
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APPLETON PARISH COUNCIL
APPLETON PARISH COUNCIL
APPLETON PARISH HALL
DUDLOW GREEN ROAD, APPLETON
WARRINGTON
WA4 5EQ

Current Account

Summary	
Statement Date	31 JUL 2026
Period Covered	01 JUL 2026 to 31 JUL 2026
Previous Balance	£194,268.28
Paid In	£5,005.27
Withdrawn	£14,657.84
New Balance	£184,615.71
BIC	NWBKGB2L
IBAN	GB38NWBK01091797913391

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Date	Description	Paid In(£)	Withdrawn(£)	Balance(£)
01 JUL 2026	BROUGHT FORWARD			194,268.28
	Automated Credit T RADFORD YOGA JUNE FP 01/07/26 1503 500000001793844346	118.25		194,386.53
	Direct Debit WATER PLUS 4084272351		300.75	194,085.78
02 JUL	Automated Credit STOCKTON HEA STOCKTONHEATHFCCLUB FP 01/07/26 2015 702388415102107001	64.50		194,150.28
03 JUL	Card Transaction 2404 02JUL26 C CO-OP GROUP 108116 ROTHERHAM GB		6.65	194,143.63
	Direct Debit SKY BUSINESS SERV 00005508500003		50.94	194,092.69
08 JUL	Card Transaction 2404 07JUL26 C B & Q 1269 WARRINGTON GB		54.00	194,038.69
09 JUL	Automated Credit 5566 GYM LLP APH2026/1089 FP 09/07/26 1331 260709133115562085	1,698.50		195,737.19
	Automated Credit SHIBU THOMAS APH2026/1079 FP 09/07/26 1618 260709161810482929	193.50		195,930.69
	Automated Credit AMANDA.S MAT PILAT AELKIN-APH20261085 FP 09/07/26 1457 OPK5VEXKXOQD52MZ63	215.00		196,145.69
	Automated Credit KIRSTEN FLYNN YOGA JULY ROOM HIRE FP 09/07/26 1240 O13PVQJ6E93QDN06JL	64.50		196,210.19
	Automated Credit R WHEAT T/A HORIZO TAI CHI TUESDAY FP 09/07/26 1216 HUBX2D951A080A7D5B	172.00		196,382.19
	Automated Credit ADAM PARTRIDGE LTD APH2026/1097AD0549 FP 09/07/26 1614 000000000399871772	64.50		196,446.69
	OnLine Transaction PARK WOMENS INST APH2026/1091 VIA ONLINE - PYMT	64.50		196,511.19
10 JUL	Automated Credit APPLETON INDEPENDENCE APH2026/1086 FP 10/07/26 0859 6000000001798530752	516.00		197,027.19
	Automated Credit 3 RS TUITION LTD APH2026/1043 FP 10/07/26 0516 HUBX8E2CDC4447EE6A	172.00		197,199.19
	Card Transaction 2404 09JUL26 APLAN NORTHWICH TA HOW NORTHWICH GB		798.66	196,400.53
13 JUL	Automated Credit STRETTON WI STRETTON WI 1088 FP 13/07/26 1248 061248588762860000N STRETTON WI 1088	64.50		196,465.03
	Automated Credit FAULKNER G APH2026/1095 FP 12/07/26 1526 55152614532162000R	75.95		196,540.98
14 JUL	Direct Debit BRITISH GAS BGL0368217-0351743		127.93	196,413.05



Date	Description	Paid In(£)	Withdrawn(£)	Balance(£)
	BROUGHT FORWARD			196,413.05
15 JUL	OnLine Transaction APPLETOTS APH2025/1019 VIA MOBILE - PYMT	172.00		196,585.05
	Debit BANKLINE		51.25	196,533.80
16 JUL	Card Transaction 2404 15JUL26 C B & Q 1269 WARRINGTON GB REFUND	10.50		196,544.30
20 JUL	OnLine Transaction SUMNER I & C PINEWAYS RESIDENTS VIA ONLINE - PYMT	64.50		196,608.80
21 JUL	Card Transaction 2404 20JUL26 AMAZON* 8T4ZK8V15 LONDON GB		24.00	196,584.80
	Direct Debit BRITISH GAS BGL0367696-0351247		15.61	196,569.19
23 JUL	Automated Credit HMRC VTR XFFV126000111425	1,231.57		197,800.76
	Bill Payment HALLMASTER LTD HALLMASTER LTD FP 23/07/26 40 28023221940366000N		279.00	197,521.76
	Bill Payment BEECHWOOD INDUSTRI PRIMROSE HILL NURS FP 23/07/26 40 27023357141647000N		305.76	197,216.00
	Bill Payment ANTONY SHAW ANTONY SHAW FP 23/07/26 40 16023410678199000N		140.00	197,076.00
	Bill Payment SM ELECTRICAL WARR SM ELECTRICAL WARR FP 23/07/26 40 21023333490247000N		190.00	196,886.00
	Bill Payment AARDVARK JANITORIA AARDVARK FP 23/07/26 40 27023251790144000N		186.94	196,699.06
	Bill Payment STAFF APPLETON P C FP / /		10,866.03	185,833.03
	Bill Payment CONSTANT HYGIENE L CONSTANT HYGIENE L FP 23/07/26 40 05023338124980000N		257.40	185,575.63
	Bill Payment CHESHIRE ASS L C CHALC FP 23/07/26 40 33023227976728000N		40.00	185,535.63
	Bill Payment VIKING OFFICE UK L VIKING FP 23/07/26 40 30023321456247000N		261.08	185,274.55
	Bill Payment NFP WORKSHOPS NFP WORKSHOPS FP 23/07/26 40 11023328953441000N		95.00	185,179.55
24 JUL	Card Transaction 2404 23JUL26 C MORRISONS WARRINGTON - WARRINGTON GB		47.35	185,132.20
	Card Transaction 2404 23JUL26 AMAZON* 683Q17CE5 LONDON GB		25.95	185,106.25
	Card Transaction 2404 23JUL26 STELLANTIS & YOU SALE SALE GB		394.68	184,711.57
27 JUL	Direct Debit EE LIMITED Q46169210742931342		53.18	184,658.39
31 JUL	Automated Credit CHRISTINE LINES HALL HIRE 3.12.26 FP 31/07/26 1112 HUBX27CFB175CAF8A0	43.00		184,701.39
	Charges 03JUL A/C 97913391		14.35	184,687.04
	Card Transaction 2404 30JUL26 AMAZON* 2R6UY9M05 LONDON GB		19.69	184,667.35
	Card Transaction 2404 30JUL26 C MORRISONS WARRINGTON - WARRINGTON GB		14.00	184,653.35
	Card Transaction 2404 30JUL26 C MORRISONS WARRINGTON - WARRINGTON GB		37.64	184,615.71

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To find out more visit:
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- Via the **NatWest mobile app**.
- Via **NatWest Online Banking**.
- Visiting a **Branch**.
- Calling us on **03457 888 444**.
- Chat to **Cora** our digital assistant.

If you don't wish to make any changes that's fine - we'll keep your marketing preferences the same.

Statement Abbreviations

N-S TRN FEE = Non Sterling Transaction Fee
VRATE= Variable Payment Scheme Exchange Rate
OD = Overdrawn

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If you receive paperless statements, you can access the FSCS Information Sheet and list of exclusions:

www.natwest.com/fscs-information-sheet

If you can't open this link, please type the above URL into your web browser (ideally from a secure device in a private location).

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NOTICE OF ELECTION

Warrington Borough Council

Election of a Parish Councillor for Appleton Parish Council - Cobbs and Hill Cliffe Ward

Vacancy

1. Nomination papers for the Parish Election may be obtained from the Clerk to the Parish Council or from the Returning Officer at 1 Time Square, Warrington, WA1 2NT. The Returning Officer will, at the request of an elector for any electoral area, prepare a nomination paper for signature.
2. Nomination papers must be delivered to the Returning Officer, 1 Time Square, Warrington, WA1 2NT on any day after the date of this notice but no later than 4 pm on Friday, 18th September 2026.
3. If any election is contested the poll will take place on Thursday, 15th October 2026.
4. Applications to register to vote must reach the Electoral Registration Officer by 12 midnight on Tuesday 29th September 2026. Applications can be made online: <https://www.gov.uk/register-to-vote>.
5. Applications, amendments or cancellations of postal votes and amendments or cancellations of proxy votes must reach the Electoral Registration Officer at 1 Time Square, Warrington, WA1 2NT by 5 pm on Wednesday, 30th September 2026. You may apply online or download a form at <https://www.gov.uk/apply-postal-vote> or contact the Electoral Registration Office direct.
6. Applications for a Voter Authority Certificate (free voter ID), or an Anonymous Elector's Document valid for this election, must reach the Electoral Registration Officer at Town Hall, Warrington, WA1 1UH by 5 pm on Wednesday, 7th October 2026. You may apply or download a form at <https://www.gov.uk/apply-for-photo-id-voter-authority-certificate>
7. New applications to vote by proxy at this election must reach the Electoral Registration Officer at 1 Time Square, Warrington, WA1 2NT by 5 pm on Wednesday, 7th October 2026.
8. Applications to vote by emergency proxy at this election applied for on the grounds of physical incapacity, work or lost VoterID must reach the Electoral Registration Officer at 1 Time Square, Warrington, WA1 2NT by 5 pm on Thursday, 15th October 2026.

Dated Thursday 10 September 2026

Sarah Smith
Returning Officer

Printed and published by the Returning Officer, 1 Time Square, Warrington, WA1 2NT