

Our ref: MB/WTC/67

Your ref:

Date: 15th September 2026



To: All Members of Winsford Town Council

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND THIS MEETING

Dear Councillor

You are summoned to attend the meeting of **Winsford Town Council** to be held in **Room G1, Ground Floor, Wyvern House, Winsford, CW7 1AH** on **Monday 21st September 2026 at 6.30pm.**

PLEASE NOTE VENUE FOR THE MEETING

Yours sincerely

Mark Bailey
Town Clerk/Finance Officer



*Cheshire West and Chester
Local Council of the Year*

Wyvern House, The Drummer,
Winsford, Cheshire CW7 1AH

Tel: (01606) 593582

Fax: (01606) 288775

Web: www.winsford.gov.uk

Email: mail@winsford.gov.uk

AGENDA

PART A

Opening/Formal Items

1. **APOLOGIES**

Members must provide apologies to the Town Clerk before 5.00pm on the day of the meeting, together with reasons for their absence.

2. **DECLARATIONS OF INTEREST**

Members to declare any interest under the following categories:

- Disclosable Pecuniary Interest
- Outside Bodies Interest
- Family, Friend, or Close Associate Interest

3. **OPEN FORUM**

An open forum will be held when members of the public will be invited to speak on items included in the Part A agenda.

4. **HOME START WARRINGTON AND CHESHIRE**

Representatives from Home Start Warrington and Cheshire will attend the meeting to inform the Council of their work in Winsford.

5. **MINUTES**

To agree the minutes of the annual meeting of the Town Council held on 20th July 2026. **(A)**

6. **MATTERS ARISING**

To discuss any points arising from the above minutes. See list below of items not otherwise included on the agenda.

- **Winsford United FC Under-10s Lions:** request made for end-of-grant report from WUFC
- **Wharton Recreation Ground Football Pitches:** update on the requested written proposal requested from Winsford United FC regarding the proposed use, management and maintenance of the two football pitches.
- **Land Consultation:** update on the item

7. **MAYOR'S ANNOUNCEMENTS/APPOINTMENTS**

The Town Mayor will make any announcements and detail any appointments.

Finance Committee Items

8. **ACCOUNTS FOR APPROVAL**

As Members are aware, the Town Council has a variety of financial commitments it needs to meet. To this end, items of expenditure need to be approved by the Council as per the requirements of Standing Orders/Financial Regulations. To this end, Members are asked to consider the following documents.

- Payments since the last meeting - for note

(B)

- Schedule of Payments - to approve/otherwise (C)

RECOMMENDATION

Members are asked to consider the above attachments as indicated.

9. BANK RECONCILIATION REPORTS

Bank reconciliations are carried out by the Town Council to help identify discrepancies, such as missing transactions, bank charges, or direct debits and ensure the council's financial records are up-to-date and accurate. The following bank reconciliation reports are presented to Members for note.

- July 2026 (D)
- August 2026 (E)

10. BUDGET REVIEW – TO 31ST JULY 2026 (F)

Members are also asked to note the following: -

- That income for the year 2026/27 is budgeted at £45,000. This means that, at the end of July 2026, income should stand at £15,000.00. As of 31st July 2026, actual income stands at £14,373.99.
- The total expenditure budget for 2026/27 is £905,690.00. As of 31st July 2026, spending should stand at £301,896.66 (based on 33.33% of the year having passed). As of 31st July 2026, actual spend stood at £339,412.64 – a technical overspend of £37,515.98 (4.14% of total expenditure budget). It should be noted that £25,348.26 has been spent from reserves (on items such solar panels, the Neighbourhood Plan and the new roundabout at Wharton).

In terms of spending areas, the following observations can be made.

- Public Buildings – spend is 51.79% of budget – this is a significant overspend but does include spend on the Guildhall renovation.
- Open Spaces – spend is at 60.81% of total budget – this is a significant overspend but does include spend on replacement shutters at both recreation grounds.
- Community – spend is at 26.97% - this is not a significant underspend.
- Establishment – spend is at 46.19% - this is a significant underspend.
- Salaries/Wages – spend is at 35.32% - no issues (not a significant overspend).
- School Milk – spend is at 22.24% - this is a significant underspend.

11. BUDGET REVIEW – TO 31ST AUGUST 2026 (G)

Members are also asked to note the following: -

- That income for the year 2026/27 is budgeted at £45,000. This means that, at the end of Augst 2026, income should stand at £18,750.00. As of 31st August 2026, actual income stands at £22,338.80.
- The total expenditure budget for 2026/27 is £905,690.00. As of 31st August 2026, spending should stand at £377,370.83 (based on 41.67% of the year having passed). As of 31st August 2026, actual spend stood at £406,546.66 – a technical overspend of £29,175.83

(3.22% of total expenditure budget). It should be noted that £27,348.26 has been spent from reserves (on items such as solar panels, the Neighbourhood Plan and the new roundabout at Wharton).

In terms of spending areas, the following observations can be made.

- Public Buildings – spend is 50.21% of budget – this is not a significant overspend and includes spend on the Guildhall renovation.
- Open Spaces – spend is at 72.91% of total budget – this is a significant overspend but does include spend on replacement shutters at both recreation grounds.
- Community – spend is at 29.17% - this is a significant underspend.
- Establishment – spend is at 51.51% - this is not a significant underspend.
- Salaries/Wages – spend is at 44.58% - no issues (not a significant overspend).
- School Milk – spend is at 31.31% - this is a significant underspend.

12. BUDGET UPDATE 2026/27

To note budget statement for areas of spending broken down into the External Committee/Finance Committee up to the end of July/August 2026.

(H)

13. BANKING ARRANGEMENTS

(I)

Members are asked to consider the attached report which sets out a proposal to transfer the Council's banking arrangements to Unity Bank.

RECOMMENDATION

It is recommended that Council:

- Approve the transfer of the Council's banking arrangements from the Co-operative Bank to Unity Trust Bank; authorise the opening of a Unity Trust Bank Current Account and Instant Access Savings Account; delegate authority to the Town Clerk/RFO to implement the banking transfer and complete all necessary documentation; and receive a further report upon completion of the migration process.

14. BUDGET SETTING AND CONSULTATION 2027/28

(J)

Members are asked to note the attached report and to consider the recommendations set out below.

RECOMMENDATIONS

- To approve the Budget Consultation and Engagement Framework for the preparation of the 2027/28 Budget and Precept.
- To authorise the Town Clerk to undertake a public consultation programme (November 2026-January 2027) incorporating:
 - An online consultation survey.
 - A dedicated consultation webpage.
 - Social media engagement.
 - Stakeholder consultation.
- To receive a report on the consultation findings prior to the setting of the 2027/28 Precept.

- To formally consider the consultation feedback when determining the 2027/28 Precept at the January 2027 meeting of Full Council.
- To approve the 2027/28 Budget at the February 2027 meeting of Council.
- To publish a summary of consultation outcomes following adoption of the Budget and Precept.

15. GRANTS

The Town Council has received the following grant applications. Members are asked to consider each application for approval/otherwise.

- *Friends of Winsford Town Park*
This application is for £210.00 toward the cost of designing and distributing a calendar to all residents in Winsford. (K)
- *Winsford Youth and Community Forum*
This application is for £4,980.00 toward the cost of a Friday night youth club at New Images. (L)

Committees/Working Groups

16. MINUTES

Members are asked to ratify minutes from the following meetings of Town Council Committees/Working Groups.

- Planning Committee – 29th July 2026 (M)
- Brunner Guildhall Working Group – 24th August 2026 (N)
- Planning Committee – 1st September 2026 (N)
- Events Committee – 7th September 2026 (O)
- Staffing and Assets Committee – 8th September 2026 (P)
- External Committee – 14th September 2026 (Q)
- Brunner Guildhall Working Group – 15th September 2026 (R)

Policies

17. REVIEW OF PLANS/POLICIES/PROCEDURES

Members are asked to review the following plans, policies and procedures. Good practice dictates that policies should be reviewed on an annual basis.

- Social Media Policy (deferred) (S)
- Statement of Internal Controls (deferred) (T)
- Civic Protocol (deferred) (U)

RECOMMENDATION

Members are asked to review and approve the above documents.

18. VOLUNTEERING STRATEGY/POLICY

Members are asked to note and approve the attached policy. (V)

RECOMMENDATION

The Council is asked to: -

- Adopt the Volunteering Policy

- Delegates authority to the Town Clerk to implement the policy and associated procedures.
- Reviews the policy every three years or sooner if legislative or operational changes require amendment.

Planning

- 19. LOCAL PLAN SCOPING CONSULTATION (W)**
Members are asked to note the attached report regarding the Cheshire West Local Plan.

RECOMMENDATIONS

The Council is asked to: -

- Note the contents of this report.
- Agrees the key priorities outlined in the report.
- Delegates authority to the Town Clerk, in consultation with the Mayor and Group Leaders, to submit a formal response on behalf of Winsford Town Council before 28 September 2026.

Other Items

- 20. NATIONAL EMERGENCY BRIEFING (CLIMATE AND NATURE EMERGENCY)**

Members are advised that a community version of the National Emergency Briefing (NEB) is being screened across the UK. The briefing is based on evidence presented by leading scientists and experts to national decision-makers and examines the implications of climate and nature breakdown for health, food security, energy, the economy, national security, biodiversity and community resilience.

Winsford Town Council has previously declared a Climate Emergency, and it is considered appropriate that councillors continue to maintain awareness of the evidence and issues which informed that declaration. It is recognised that councillors may hold differing views on climate change and the actions that should follow; however, the purpose of the proposed screening would be educational and informative rather than political.

Recent periods of extreme heat, drought and wildfire activity across the UK have highlighted increasing national discussions around climate resilience, emergency preparedness and the impacts of severe weather on communities, infrastructure and natural environments.

Councillors are therefore invited to indicate whether they would be interested in attending a private screening of the National Emergency Briefing, followed by an informal discussion on any potential implications for Winsford and the work of the Town Council. Should sufficient interest be expressed, arrangements for a suitable date, venue and time will be explored and circulated to Members.

RECOMMENDATION

That Winsford Town Council notes the information provided and indicates whether there is sufficient Member interest for a private screening of the National Emergency Briefing to be arranged for councillors at a future date.

21. SHARED INFORMATION/COMMUNICATIONS

Members are invited to share information with the Council. This item is for information only, not decision.

22. DATE OF NEXT MEETING

The annual meeting of the Town Council will be held on Monday 19th October 2026 at 6.30pm.

23. EXCLUSION OF PRESS AND PUBLIC

To agree to exclude press and public due to confidential nature of items in accordance with section 1(2) of Public Bodies (Admission to Meetings) Act 1960. This is pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that discussions may involve the likely disclosure of exempt information as defined in the provisions of Part 1 of Schedule 12A to the Local Government Act 1972 and public interest would not be served in publishing the information.

24. TOWN CENTRE TOILETS

Members are asked to consider an update on the above. Information on this item will be emailed to Members separately. **(A1)**

25. CHRISTMAS TREES

Members are asked to consider quotes for Christmas trees. Information on this item will be emailed to Members separately. **(A2)**