

Betley, Balterley and Wrinehill Parish Council

30th June 2026

Commenced: 7.30 pm

Terminated: 9.50 pm

Present: Councillor Bettley-Smith (Chair)
Councillors Berrisford, Daly, Head, Hales, Lovatt, Owen, Speed and
Watkin.

There were 7 members of the public in attendance

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Parish Councillors Bullock, Ecclestone and Karling and Councillor Whitmore (Borough Councillor). The Parish Council was disappointed to note that despite her non-attendance, no apologies had been received from Councillor Williams, the County Councillor.

RESOLVED

That, in consultation with the Chair, the Clerk writes a formal letter to Councillor Williams, copying in the Chair of Staffordshire County Council, inviting her to the next meeting of the Parish Council.

2. DECLARATIONS OF INTEREST

All Parish Councillors declared a personal interest in the planning application for Daisy Farm, as the applicant was a Parish Councillor. Councillor Daly extended his interest to that of a pecuniary interest, and left the room during the discussion of that item.

3. STAFFORDSHIRE POLICE

In the absence of a representative of Staffordshire Police, the Clerk read an update that had been received relating to Parish incidents.

RESOLVED

- (i) **That the Clerk invites a police representative to the next meeting to explain the trend of incidents, and the actions being taken.**
- (ii) **That the Chair requests that the police poster is updated, and requests details of the area policing team.**

4. MINUTES

The Minutes of the proceedings of the Meeting of the Parish Council held on 12th May 2026 were approved as a correct record and signed by the Chair.

5. PUBLIC FORUM

Residents expressed their concerns regarding the following matters:-

- (i) Speed of traffic on Balterley Green Road and Post Office Lane and the associated incidents and effect on residents;
- (ii) Poor condition of pavements.

The residents were signposted to various organisations.

RESOLVED

That the report be noted.

6. REPORTS

The Deputy Chair updated the Parish Council on a number of activities in which he had been involved during the last month.

The Parish Council again, expressed ongoing concerns over the lack of attendance at meetings, and responses to emails, of the County Councillor.

RESOLVED

That the reports be noted.

7. FOOTPATHS WORKING PARTY

Councillor Berrisford reported that the final gate (of those that had been purchased), had now been installed at Betley 7.

RESOLVED

That the report be noted.

8. BUDGET AND FINANCE 2026-2027

The Parish Council considered a report of the Clerk and Responsible Financial Officer on the following matters:-

At this juncture, the Chair decided to consider Item 8(i), under Exempt Business, as the discussion involved matters of commercial sensitivity.

RESOLVED

That Members of the press and public be excluded from the meeting for the following item of business, as it contains exempt information under Section 100A(4) of the Local Government Act 1972.

Councillors Berrisford and Owen left the room during consideration of Item 8(i). They expressed an interest in the application for financial assistance, as they were members of the Footpaths Working Party.

(i) Application for Financial Assistance

The Parish Council considered a grant application from the Footpaths Working Party. The Working Party had been made aware of a national issue with its current gate supplier. However, another supplier had been sourced, who was competitive on the price, but to achieve that price, the Working Group had to purchase 10 gates. The Working Party had funds available in the sum of £2,258.00 but the cost of 10 gates was £5,060.00+VAT. Therefore, a grant application, for the sum of £2,802.00 had been submitted.

RESOLVED

- (a) That the sum of £2,802.00+VAT (VAT to be reclaimed), for the purchase of 5 metal kissing gates, from the Footpaths Budget, be approved.**
- (b) That the Clerk seeks advice from CHALC on the most appropriate way of funding and distributing the gates, and reports back to the next meeting.**

(ii) Transactions – Unity Trust Bank Current Account

RESOLVED

That the following transactions from the Unity Trust Bank Current Account, be approved:-

PAYEE/PAYER	DETAILS	RECEIPTS	PAYMENTS
HugoFox	Emails		£2.99
Shires Accountants	Payroll Fees Invoice SHI-3370		£227.40
Luke Rimmer	INV-0019		£240.00
	Transfer from 20500412	£25.00	
	Transfer from 20500412	£995.00	
	Transfer from 20500412	£995.00	
	Transfer from 20500412	£995.00	

	Transfer from 20500412	£995.00	
	Transfer from 20500412	£995.00	
Waterplus	Monthly direct debit		£10.09
HMRC	May PAYE/NI		£147.64
M Clough	May Salary		£468.67
Staffordshire Pensions	May Pension		£155.62
Unity Trust	Service charge		£7.00
	Transfer from 20500412	£5,000.00	
Luke Rimmer	Invoice 0028		£980.00
HugoFox	Emails		£2.99

(iii) Transactions – Unity Trust Instant Access Account

RESOLVED

That the following transactions, from the Unity Trust Savings Account, be approved:-

PAYEE/PAYER	DETAILS	RECEIPTS	PAYMENTS
	Transfer from 20500412		£25.00
	Transfer from 20500412		£995.00
	Transfer from 20500412		£995.00
	Transfer from 20500412		£995.00
	Transfer from 20500412		£995.00
	Transfer from 20500412		£995.00
	Transfer from 20500412		£5,000.00

(iv) Payment of Invoices and Reimbursements

RESOLVED

That the following payments, be approved:-

M Clough	June 2026 Salary	£468.87
HMRC	June 2026 PAYE & NI	£147.44
Staffordshire Pension	June 2026 Pension	£174.22
Luke Rimmer	June Maintenance	(Contracted and within budget)
Unity Trust Bank	Monthly service charge – June 2026	£7.00
HugoFox	Emails	£2.99
SPCA	Annual Subscription	£461.09
Sebastian Daly	Plants and Compost for Memorial Garden	£40.00

(v) Budget Expenditure to 23rd June 2026

RESOLVED

That the following Budget Head expenditure to 23rd June 2026, be approved:-

Budget Head	Total	Budget Allocated	£ Difference
Salary	£937.54	£5,750.00	£4,812.46
Income Tax/Ni	£295.08	£2,000.00	£1,704.92
Pension	£311.24	£2,000.00	£1,688.76
Insurance	£0.00	£1,000.00	£1,000.00
Audit Fees Internal	£275.65	£300.00	£24.35
Venue Hire	£0.00	£450.00	£450.00
Subscriptions	£0.00	£400.00	£400.00
Website	£0.00	£175.00	£175.00

Emails	£8.97	£175.00	£166.03
Information Commissioner	£0.00	£50.00	£50.00
Stationery	£0.00	£75.00	£75.00
Payroll Services	£227.40	£800.00	£572.60
Mileage	£0.00	£175.00	£175.00
Footpaths	£0.00	£3,000.00	£3,000.00
Grants	£0.00	£1,000.00	£1,000.00
Sandy Croft	£80.12	£1,250.00	£1,169.88
Memorial Garden	£1,220.00	£3,500.00	£2,280.00
Highways	£0.00	£1,000.00	£1,000.00
Chair's Expenses	£0.00	£250.00	£250.00
Unity Trust Bank Fees	£14.00	£100.00	£86.00
	£3,370.00	£23,450.00	£20,080.00

(vi) Explanation of Variances

There were no variances to report at this meeting.

(vii) Bank Reconciliation as at 23rd June 2026

RESOLVED

That the following Bank Reconciliation as at 23rd June 2026, be approved:-

Bank Reconciliation 23rd June 2026	
BETLEY BALTERLEY AND WRINEHILL PARISH COUNCIL	
Financial year ending 31 March 2027	
Prepared by: Muna Clough, Parish Clerk & RFO	
Balance per bank statements as at	£
Current Account UNITY (20500409) - 31st May 2026	£5,613.80
Reserve Account UNITY (20500412) - 31st May 2026 (£8,000 to be retained as a Reserve)	£46,642.93
Less: any unpresented cheques/payments	
Current Account UNITY (20500409)	£982.99
Reserve Account Unity (20500412)	
Add: any unbanked cash - Unity	
Add: any unbanked cash - Unity Reserve	
Net bank balances as at 23rd June 2026	
The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows	£51,273.74
CASH BOOK	
Opening Balance	
Unity Trust Bank @ 1st April 2026	£2,839.85
Unity Reserve @ 1st April 2026	£28,192.93

Add: Receipts in the year	
Unity Trust Bank	£160.96
Unity Reserve	£23,450.00
Less: Payments in the year	
Unity Trust Bank	£3,370.00
Unity Reserve	£0.00
Closing balance per cash book [receipts and payments book] must equal net bank balances above	£51,273.74

(viii) Internal Transfer

There were no requests for internal transfers.

(ix) Bank Statements

RESOLVED

That the following bank statements, be received:-

- Unity Trust Bank Statement – 31st May 2026
- Unity Trust Bank Instant Access (Reserve Account) – 31st May 2026

9. PLANNING MATTERS

The Parish Council considered the following planning matters:-

(i) Application Ref No: 26/00391/FUL

Proposal: Proposed single-storey rear extension, loft conversion with front and rear dormers, and erection of an enlarged detached garage.

Location: The Bungalow Newcastle Road Balterley

RESOLVED

That the Parish Council supports this application. This decision was unanimous.

At this juncture, Councillor Daly left the meeting.

(ii) Application Ref No: 25/00952/FUL

Location: Daisy Farm Balterley Green Road Balterley

Proposal: Proposed single storey side extension (Amended plan received 01.06.2026)

RESOLVED

The Parish Council supports this proposal however, the Members considered that the previous proposal was superior and more in keeping with the building and the immediate environment. This decision was unanimous.

Councillor Daly returned to the meeting.

(iii) Application Ref No: 26/00372/LBC

Location: Abrahams House Main Road Betley

Proposal: Application for Listed Building Consent for internal alterations including: Knock through from existing living room to existing kitchen to create larger space, block up existing kitchen door. Remove non original ceiling from first floor bathroom and replacement of existing cupboard with shower.

RESOLVED

The Parish Council supports this proposal, recognising that it provides a home suited to modern living while safeguarding its historic character in perpetuity. Unanimous.

10. CCTV

Further to Minute 14 of the last meeting, the Parish Council considered the response from Madeley Parish Council, in relation to the installation of CCTV. (Report with feedback circulated).

RESOLVED

That Councillor Daly liaises with the local Police CCTV Team, to survey the Parish, and reports back to the next meeting.

11. ELECTION COSTS

The Parish Council considered the feedback received. (Report with feedback circulated).

RESOLVED

That based on the information circulated, the Parish Council's Earmarked Reserves, in the sum of £8,000, be maintained as a prudent figure.

12. NEIGHBOURHOOD PLAN REVIEW

The Parish Council considered a response by the Neighbourhood Plan Steering Group to the Borough's Draft Local Plan.

RESOLVED

That the Parish Council supports the views made by the Neighbourhood Plan Steering Group which has been submitted on behalf of the Neighbourhood Plan Steering Group, and the Clerk notifies the following Borough Councillors - Councillor Gullis, Councillor Tagg, Councillor Jones and the Chief Executive, Mr Gordon Mole, of its support.

13. 800TH ANNIVERSARY OF THE MARKET CHARTER IN 2027

The Parish Council considered proposals from Councillor Owen for the creation of a Working Group responsible for overseeing and managing this project.

RESOLVED

- (i) That the establishment of a Working Group be approved;**
- (ii) That the membership of the Working Group comprise Councillors Owen, Daly, Bullock, Head and Speed;**
- (iii) That the Working Group be responsible for:-**
 - Managing and coordinating the development and delivery of the project**
 - Engaging with stakeholders as required**
 - Providing regular updates and formal recommendations for decision making, to the Parish Council**

14. SANDY CROFT – REPAIR/REPLACEMENT OF PICNIC TABLES

The Parish Council considered proposals from the Chair regarding the condition of the picnic tables at Sandy Croft, and Members discussed their replacement.

RESOLVED

That the best price be sought for the purchase of two recycled plastic picnic tables to replace two wooden picnic tables, and an order being subsequently placed, be approved.

15. MEMORIAL GARDEN – ACQUISITION OF COUNTRY FLAGS

The Parish Council considered proposals from the Chair regarding the purchase of country flags for the Memorial Garden.

RESOLVED

That an England flag in the sum of £75.00 be approved.

16. AREA MATTERS

Councillor Speed referred to the grassed area at the bottom of East Lawns, which was unsightly.

RESOLVED

That the Clerk contacts ASPIRE and the Street Scene Department, to enquire about the cutting schedule, and this matter be placed on the next Agenda.

17. DATE OF NEXT MEETING

Members noted that the next meeting of the Parish Council was scheduled for **Thursday, 23rd July 2 026**

18. URGENT ITEMS

The Chair was of the opinion that the following items required reporting as a matter of urgency.

(i) Local Government Reorganisation

Councillor Gullis (Leader of the Borough Council) had written to the Minister stressing that the Parish should not integrate with Stoke.

RESOLVED

That the views of Councillor Gullis be supported by the Parish Council.

(ii) Borough Plan

The Parish Council agreed that it supported the views of Madeley Parish Council in respect of the Borough Plan.

RESOLVED

That the Parish Council's supporting views of Madeley Parish Council in respect of the Borough Plan be forwarded by the Clerk (in consultation with the Chair) to Borough Councillors Gullis, Tagg and Jones and the Chief Executive, Mr Gordon Mole.

19. EXEMPT ITEM

The Parish Council resolved that Members of the press and public be excluded from the meeting for the following item of business, as it contains exempt information under Section 100A(4) of the Local Government Act 1972.

20. ANNUAL PAY AWARD OF PARISH CLERK

At this juncture, the Clerk left the meeting.
Following discussions the Clerk returned.

RESOLVED

That following a successful appraisal with the Chair and Deputy Chair, the Clerk's annual incremental pay award be approved and an increase be implemented from SCP13 to SCP14.