MINUTES of the
MEETH PARISH COUNCIL MEETING
HELD ON
Wednesday, 25th March 2026 from 7:30pm

Present: Cllrs: Mike Tunnicliffe, William Knapman, Jonathan Leigh Pemberton, Jackie Townsend & Peter Cobbledick

Also Present: Cllr Patrick Kimber, Parish Clerk/RFO: Olivia Long & 1 member of the public.

1. **Receive apologies of absence:** Cllr William Long

2. **Declarations of Interest and dispensations:**

    a. **To receive declarations of interest from councillors on the items on the agenda.** JLP advised that he had requested item 5ci be added to the agenda and as such would not vote on that topic.

    b. **To receive written requests for dispensation for disclosable pecuniary interests (if any).** None

    c. **To grant any requests for dispensation as appropriate.** None

3. **It was resolved that the draft minutes of the meeting of the Council held on 25th February 2026 (circulated to members) be accepted and was signed as correct by the Chairman.**

4. **Review of Outstanding Actions from Previous Meetings**

Action 4: Meeth Village Clean Up Day: It was agreed that this action would be taken over by JT

Action 7: **Community Speedwatch Programme**: As WL was not present, the update was deferred to the next meeting.

Action 9: Beautification of the Area Outside Entrance to Church – the Clerk advised that 3 x barrel planters had been purchased using the funds provided by Cllr Sue Davies.

Action 17: Neighbourhood Plan & Meeth Day: It was noted that this was to be discussed in more detail under its own item on the agenda.

5. **Other items for discussion:**

    a. **Co-option of Mrs Sharon Blackmore**

    The co-option of Mrs Sharnon Blackmore was proposed by MT, seconded by JLP and unanimously approved. SB was provided the various documentation for completion

    b. **Neighbourhood Plan Update**

    WL & JT provided a summary overview of the progress to date which included the questionnaire completed by the village in 2023 as well as the discussions with various people within the village following a review of the output of those questionnaires. The next steps would be to hold an open event in the village hall to share the plans with the village and it was agreed that this would be on Saturday, 6th June 2026.

c. Donation Requests

i. **Crimestoppers** - it was agreed that funding would not be provided, but Crimestoppers would be invited to attend a future meeting to talk about their services – **Action 20 - OL**

ii. **Meeth PCC** – on behalf of Meeth PCC, JLP requested a donation from the Parish Council. JT proposed, PC seconded and a donation of £250 was unanimously agreed.

iii. **Rural Domestic Abuse** – no funding was requested, but JT suggested that posters be placed in the loos in the pub and the village hall as well as the bus stop to advise where help could be sought. It was agreed that JT would print and distribute the posters – **Action 21 - JT**

d. Clean Up Day for Meeth Village

This would be planned for Saturday 9th May and the Clerk would produce a poster to be used to advertise the event

Additionally, comments on what should be included would be requested from Councillors, the PCC, the Village Hall Committee and a notice would be put up in the pub to request suggestions from the village.

e. Village Snow Warden Nomination

It was agreed that Mike Tunnicliffe Snr would be appointed into this position and that the Clerk would recirculate the information for Mike to register for the training so that he was registered for the winter – **Action 22 - OL**

f. Items to Enhance the Village

It was agreed that the clerk would produce labels to be placed on the bins to highlight that they could be used for both general and dog waste – **Action 23 - OL**

Additionally, there was discussion about replacing the plants at both entrances to the village with bulbs or plants with more colour that did not require watering. The pots could be reutilised elsewhere in the village, and this could be undertaken as part of the clean up day discussed earlier in the meeting.

g. Recognition for long standing support for the village

It was agreed that the Clerk would obtain costings for the production of a plaque – **Action 24 - OL**

h. Laptop Purchase to Replace obsolete Parish Council Laptop

The clerk provided quotations for refurbished laptops. There was an offer of a potential unused laptop that might be able to be provided by a member of the village. However, should this not be possible, then it was agreed that the Clerk could purchase a refurbished laptop at a cost of £349.99 (inc VAT) + £149.99 (inc VAT) for the installation of MS Office.

i. **Reminder to Councillors on Email Usage**

The Clerk reminded the councillors that personal emails were not permitted for council use and reminded that council email addresses had been set up for all councillors. These new email addresses would be used from 26th March 2026.

j. **Policies for Approval**
   i. **Standing Orders**
   ii. **Publications Policy**
   iii. **Privacy & Data Policy**
   iv. **Appraisal Process**

Proposed by JLP and seconded by JT, the policies and processes previously circulated to the Councillors were unanimously approved.

6. **Finance:**
   a. The accounts up to 31st March 2026 be accepted as a true and accurate record. Proposed by MT, seconded by PC – the accounts for the year were unanimously approved.
   b. **Confirmation of Transfer Payments**
      i. **Donation to Citizen's Advice Bureau: Payment Authority** for £50 was signed by the Chairman
      ii. **Village Hall Hire 25th February 26: Payment Authority** for £12 was signed by the Chairman
      iii. **Village Hall Hire 25th March 26: Payment Authority** for £12 was signed by the Chairman
      iv. **Refund to Cllr Long for Purchase of Barrel Planters: Payment Authority** for £90 was signed by the Chairman

7. **Any Other Items appropriate to the parish or matters arising at the discretion of the Chairman.**
   a. JT advised that the response to the consultation for Unitary Authorities had been submitted
   b. WK advised that following research 29 people should be commemorated with the lamppost poppies that would be purchased later in the year (following discussion at a previous meeting).
   c. The planning application ref 1252/25/PDM Board at SS 525 072 Meeth was queried as to its current status. It was agreed that the Clerk would contact the council for an update – **Action 25 - OL**
   d. JT requested that the transfer of Meeth Halt from DCC to Meeth PC be added to the next meeting as an agenda item, as the DCC were now operating a process to do this free of charge.
   e. MT raised that there had been a couple of complaints about the produce stalls at the entrance to the Nature Reserve.

8. **Confidential Matters Part 11 Public Bodies Admission to Meetings Act 1960 s1 (2)**
   a. **Annual Appraisal for the Clerk** was undertaken and signed by the Chairman

Date of Next Meeting: May – Exact Date TBC **Close of Meeting: 9:14pm**

Chair's Signature: …….. Date: ……..