

# CHETWYND PARISH COUNCIL

Chair Cllr. Paul Humphreys  
Clerk Ms. Jane Eggerton

Chetwynd Parish Annual Meeting 11<sup>th</sup> May 2026

1 Present: Cllr's Paul Humphreys, Stephen Burrell, Paul Williamson, Geoffrey Wilkinson, Neil Robson, Elizabeth Phillips, Derrick Clancy. Jonathan Butler left the meeting.

2 Election of Chair Paul Humphreys

3 Election of Deputy Chair Stephen Burrell

4 Apologies None

5 Declaration of Interest None

6 Committees elected: Planning Paul Humphreys, Elizabeth Phillips, Paul Williamson; Snow Warden Neil Robson, Public Rights of Way Elizabeth Phillips; Street Lights Neil Robson; Newport Regeneration Derrick Clancy; SALC Paul Humphreys.

7 No members of the public in attendance

\*Meeting Closed 7.30

Chetwynd Full Parish Council Meeting 11<sup>th</sup> May 7.31

1 Apologies Jonathan Butler (called away).

2 Minutes of Meeting Jan 12<sup>th</sup> 2026 Read and agreed.

3 Matters Arising No update on the Three Horseshoes (currently closed), Cllr Phillips reported on her correspondence with T and W re horse signage.

4 Chair reported that the .gov.uk emails were available and recommended the cllrs use them for CPC work and they would be listed in the Sambrook Newsletter. The Chair also stated that the laptop was now being used after a few hiccups but required a new battery. He would endeavour to update the CPC website as we are paying Parish Online £378 per year to manage.. The clerk requested a printer and the meeting agreed a budget of £200 for the battery and printer plus paper.

5 Finance.A) The budget for the current financial year produced by the last clerk was presented.

**B)AGAR audit was internally audited by Ms Rachel Moore. The certificate of Exemption Review was approved, The Annual Governance Statement was approved. Accounting Statement was approved. Internal Auditor Report was approved. However the List of Assets require updating.**

**C) The bank balance at end of March 2026 was £13749. The details of bank statement recipient and cheque signage need to be updated at Lloyds.**

**D) A request from Chetwynd Church was deferred to the next full meeting.**

**6 District Councillor Report Cllr Stephen Burrell reported on the proposed notice board at Chetwynd. A discussion ensued re siting and further investigation will be carried out to find a suitable location.Cllr Burrell also updated the meeting on pot hole repair policy and the Local Plan which is subject to amendments particularly in the no build area of Chetwynd. A pedestrian crossing is to be installed across the Chetwynd Road approaching the Edgmond Junction.**

**7 Parish Councillors Reports: The state of the 2 vintage telephone boxes was discussed and it was resolved that Cllr Robson would approach his neighbour James Matthews to see if he would be willing to paint them.**

**8) Planning: Just one application was pending. A dropped kerb for vehicle access at 13 Puleston. Although the meeting had no objection, Cllr Burrell asked for a comment to be attached to the application re similar requests had been made from the residents of Southview, Sambrook but turned down. We would therefore be watching the outcome of this application with interest. Clerk Instructed to add comment before expiry date.**

**Dates of future meetings: clerk to approach Sambrook Village hall booking agent to ensure the meetings are booked.**

**13<sup>th</sup> July, 12<sup>th</sup> October, 11<sup>th</sup> January 2027.**

**Meeting closed 8.30**