

BROXTON AND DISTRICT PARISH COUNCIL

Email: clerk@broxtonparishcouncil.org.uk
Website: <https://broxtonparishcouncil.gov.uk>

17th November 2025

To the Members of Broxton and District Parish Council

Dear Councillor

You are hereby summoned to attend the **ORDINARY MEETING of the Broxton and District Parish Council**, to be held on **Monday, 24th November 2025 at 7.30 pm at Brown Knowl Methodist Church**, when the undermentioned business is to be transacted.

Yours faithfully

M Clough

Mrs M Clough
Parish Clerk and Responsible Financial Officer

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence from Members of the Parish Council

2. DECLARATIONS OF INTEREST

To receive any declarations of interest from Members of the Parish Council

3. MINUTES

The Minutes of the proceedings of the Meeting of the Parish Council held on 22nd September 2025 to be approved as a correct record and signed by the Chair of the Parish Council. Minutes attached.

4. PUBLIC FORUM

To receive any questions from Members of the Public.

5. BUDGET AND FINANCE 2025-2026

To consider a report of the Clerk and Responsible Financial Officer. (Report circulated)

6. PRELIMINARY BUDGET PLANNING 2026-2027

Report of the Parish Clerk and Responsible Financial Officer circulated.

7. GOVERNANCE MATTERS

To approve the following Policies (Policies circulated):-

- (i) IT Policy 2025-2026
- (ii) Publication Scheme 2025-2026

8. BROWN KNOWL POST BOX

Councillor Shadbolt to propose that the Parish Council considers the re-location of the Brown Knowl Post Box to the Brown Knowl 'Telephone' Box Green.

Councillor Shadbolt has researched how this is executed legally and would like to present the operational safety reasons for relocation to the Parish Council for its consideration.

9. MEETING OF THE CHESHIRE POLICE AND CRIME COMMISSIONER HELD ON 7TH OCTOBER 2025

Report of Councillor Shadbolt attached, informing the Parish Council of the discussions held at the above meeting.

10. PLANNING MATTERS

Councillor Shadbolt to report and update on the following planning matters relating to the Parish Council. [Monthly List \(cheshirewestandchester.gov.uk\)](http://cheshirewestandchester.gov.uk)

- **New Planning Application**

(i) **Reference Number:** 25/03516/PDQ

Site Address: Green Bank Farm Withy Lane Broxton Chester CH3 9JP

Proposal: Change of use from agricultural building to two dwellings.

- **Applications considered under the Standing Orders**

(ii) **Reference Number:** 25/02914/FUL

Site Address: Land At Old Coach Road Broxton Chester

Proposal: Erection of agricultural building and creation of access point

Comments: The Parish Council objected to this application

11. HIGHWAYS MATTERS

Councillor Borman to report on general highways matters.

12. BOLESWORTH MEETING

Councillor Borman to update the Parish Council.

13. PUBLIC RIGHTS OF WAY

To receive a verbal report from Councillor Shadbolt and to consider any next steps.

14. TELEPHONE KIOSKS

Consideration to be given to an update from the Chair, in relation to the status of the telephone kiosks in the Parish.

15. THE LOCAL HILLS

The Chair to report on matters relating to Raw Head, Bickerton Hill, Larkton Hill, the Sandstone Trail and the National Trust.

16. DATE OF NEXT MEETING

Members to note that the next meeting will be held on Monday, 26th January 2026 at 7.30 pm

17. URGENT ITEMS

To consider any other items which the Chair of Council Business (or other person presiding) is of the opinion shall be considered as a matter of urgency.

18. EXEMPT BUSINESS

Members are asked to resolve that the following item of business shall be exempt from the press and public as it contains commercially sensitive information.

19. THE FIRE ENGINE HOUSE

Councillor Henshall to present an update on this matter.