

**Councillors are summoned to attend the
UTKINTON AND COTEBROOK PARISH
COUNCIL MEETING**

**To be held at Rose Farm Coffee House,
John Street, Utkinton CW6 0LP on
Monday 9th March 2026 at 7pm**



Clerk & RFO: **Kath Lloyd**

Email: utkintonandcotebrookclerk@gmail.com

PART ONE - PUBLIC AGENDA

09.03.01	United Utilities Update: To receive an update on progress from representatives from United Utilities. <i>Please note that there will be limited time for any questions or comments which should be directed to the Clerk for the United Utilities team to respond to later.</i>																				
09.03.02	Public Open Forum <i>In accordance with the Councils' Standing Orders, a period of not exceeding 15 minutes will be put aside at the start of the meeting for members of the public to ask a question or make a statement about any matter relating solely to any function of the Council or to any planning application being considered by the Council. Anyone wishing to ask a question is requested to inform the Clerk before the meeting.</i>																				
09.03.03	To note attendance and vote any apologies for absence																				
09.03.04	Declarations of Interest: To receive any declarations of new interest.																				
09.03.05	Minutes of Parish Council meeting of 9th February 2026: To approve and sign the minutes of the previous council meeting.																				
09.03.06	Cheshire West & Chester Council Matters: To receive a report from elected CWaC Councillor.																				
09.03.07	Speed Indicator Device: to receive an update following the discussion at the January 2026 meeting.																				
09.03.08	<p>Planning Applications: 09.03.08.1 To note applications received and agree or ratify a response to the following applications and to consider applications received since the publication of this agenda</p> <table border="1"> <thead> <tr> <th>Ref No</th> <th>Site Address</th> <th>Proposal</th> <th>Response</th> </tr> </thead> <tbody> <tr> <td>26/00301/S73</td> <td>Forest Farm Heaths Lane Utkinton</td> <td>Renovation works to farmhouse and conversion of barns into 7 residential dwellings (2 barns to be affordable dwellings)</td> <td>Circulated by email</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>09.03.08.2 To note any decisions received</p> <table border="1"> <thead> <tr> <th>Ref No</th> <th>Site Address</th> <th>Proposal</th> <th>Decision</th> </tr> </thead> <tbody> <tr> <td>25/03132/PIP APP/A0665/W/25/ 3376451</td> <td>Monarchy Hall Farm, Tirley Lane</td> <td>The development proposed is single self-build dwelling and associated development.</td> <td>The appeal is dismissed and planning permission for a single self-build dwelling and associated development is refused.</td> </tr> </tbody> </table>	Ref No	Site Address	Proposal	Response	26/00301/S73	Forest Farm Heaths Lane Utkinton	Renovation works to farmhouse and conversion of barns into 7 residential dwellings (2 barns to be affordable dwellings)	Circulated by email					Ref No	Site Address	Proposal	Decision	25/03132/PIP APP/A0665/W/25/ 3376451	Monarchy Hall Farm, Tirley Lane	The development proposed is single self-build dwelling and associated development.	The appeal is dismissed and planning permission for a single self-build dwelling and associated development is refused.
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09.03.09	Peak Cluster CCS Pipeline: to receive and ratify the response sent to the consultation which was circulated to Councillors prior to the meeting.			
09.03.10	Cotebrook Flooding Risk: to receive an update on progress.			
09.03.11	Assertion 10 Audit: to approve the following in order to comply with Assertion 10 of the Annual Governance & Accountability (AGAR) Return – <ol style="list-style-type: none"> 1. To engage ParishOnline to manage the switch of the website and emails to .gov.uk at a cost of £350 per year ex. VAT. The first year would be eligible for a £100 discount so would only cost £250 this year. 2. To add a subscription of additional email storage for the Clerk’s mailbox at a cost of £24 per year and the hosting of the old domain name for £25 per year. 3. To approve the new domain name of utkintonandcotebrookparishcouncil.gov.uk 4. To approve the new email format of Clerk@utkintonandcotebrookparishcouncil.gov.uk 5. To approve the 2026 IT Policy 			
09.03.12	Finance Matters 09.03.12.1 To approve accounts for payment and note accounts paid since 9 th February 2026 09.03.12.2 To note the bank balance and cash book at the end of February 2025			
09.03.13	Jubilee Funding Group: to receive an update on recent grant allocations and approve recommendations from the Working Party			
09.03.14	Dog Show: To receive an update on plans for a dog show in June as part of the Big Community Weekend.			
09.03.15	Councillors’ updates and items for future agenda: Each councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.			
09.03.16	Future meetings:			
	At Cotebrook Village Hall, Stable Lane, Cotebrook CW6 0JJ		At Rose Farm Coffee House, John Street, Utkinton CW6 0LP	
	Monday 13 th April at 7pm		Monday 11 th May at 7pm	
	Monday 8 th June at 7pm		Monday 13 th July at 7pm	
	NO MEETING IN AUGUST		Monday 12 th October at 7pm	
	Monday 14 th September at 7pm		Monday 14 th December at 7pm	
	Monday 9 th November at 7pm			