

Carrington Parish Council
Minutes Parish Council Meeting

Date: Thursday 11th September 2025

Time: 6:30 PM

Venue: St Georges Church, Carrington

The following Councillors in attendance of the Parish Council meeting as detailed above:

Cllr. Elizabeth Harvey (LH) (Chair), Sara Hughes (SH), Clare Robinson (CR), Thomas Field (TF)
J. Meaney (JM), F, Fosbrook (FF), M Sterling (MS).

Also in attendance: Sharon Booth, Locum Clerk.

Guests: 0 in attendance

Member of Public (MOP): 2 in attendance.

1. Chair to open the meeting and accept apologies and any Declarations of Interest

- The Chair opened the meeting at 18:30 and general housekeeping read out .

1.1 Apologies

- Cllr O. Shorinwa (OS),
- **Resolved** that the following apologies were received and accepted.

1.2 Declaration of Interest

- **Resolved:** No declarations of interest were made.

2. Invited Guests

Resolved: There were no representatives in attendance:

3. Approval of Minutes

3.1 Minutes of the Previous Meetings

3.1.1 Minutes of the Bi-monthly Parish council meeting held on 10th July 2025 [P9LC to P12LC]

- **Proposed by:** LH **Seconded by:** SH

3.1.2 Matters arising.

- **Resolved** that the item 6.2 should read as *'LH presented a quote of £240 + VAT from Ed Haughton for the field.*
- There were no other matters arising from the above set of minutes.

4. Open Forum

4.1 Resolved: That there was no participation from the MOP in attendance. The OF was then closed.

5. Committees and Working Groups

5.1 Christmas Events: Resolved that a motion was put forward for the Council to agree a budget for the 2025 Christmas tree.

- It was discussed that this year's Christmas event will be held at St George's Church, providing parishioners with an opportunity to come together and visit the building. The event at St Georges Church may include, food donations, carols, artisan market stalls and seasonal refreshments Plans are being explored to clean St George's Church, volunteers will be invited to assist.
- A quote of £150 + VAT was received to shape the Holly tree.
Resolved for SH to proceed with this quotation and provide a quote for picket fencing that will be placed around the base of the tree.
- Proposed for the Christmas tree light switch-on to take place on 1st December 2025.

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5.2 Field

- Ed will prepare and cut the grass on the field at a cost of £100.
- A quote of £150 + VAT was received for hedge tidying.
- Councillors expressed their thanks to Cllr Meaney for trimming around the boulders.
- It was noted that bulbs need to be planted in October.

5.3 Woodland Trust

- Cllr SH confirmed that the Woodland Trust has been contacted, and 105 saplings have been secured.
- A decision is to be made regarding the most suitable location for planting.

5.4 St George's Church

- It was reported that a tree close to the rear of the church needs pruning and the gutters need clearing.
- A moisture meter was discussed for ongoing monitoring.

6. Trafford Planning Applications

6.1 To note recent applications received from Trafford Borough Council:

- **Application No. 116930/CPL/25** – *Land North of Ashton Road, Carrington*
Application of Certificate for Proposed Lawful Development for construction of temporary access road (with associated temporary compound), temporary construction compound, and upgrades to roads. *Received: 4th August 2025 / Circulated to Councillors: 4th August 2025*
Resolved that there were no comments for this application.
- **Application No. 117067/FUL/25** – *31 Carrington Lane, Carrington, M31 4AB*
Retrospective application for erection of single storey portacabin modular building.
Received: 8th September 2025 / Circulated to Councillors: 11th September 2025
- **Resolved** that there were no comments for this application.

8. Monthly Recurring Reports & Action Progress Update and Approval (as Needed)

A motion/update on the progress of new and ongoing actions and initiatives.

8.1 New Business

1. Christmas Budget

Proposal: To propose and agree the 2025 Christmas Tree Budget.

Resolution: Resolved to set the budget at approximately £300.

2. Newsletter Discussion and Approval

Proposal: Proposal to develop and distribute a quarterly newsletter for Carrington residents.

Resolution: Item remains ongoing.

3. Zurich Insurance

Proposal: Motion to approve payment for Zurich Insurance 2025–26.

Resolution: Resolved to pay £173.44 (LH & CR).

4. Update on PAYE

Proposal: To review arrangements for Parish PAYE.

Resolution: PAYE to be set up on a bi-monthly basis.

5. Church Gate

Proposal: To pursue a new gate

Resolution: Resolved to leave in abeyance at the moment

6. Spring bulbs

Proposal: Need to be planted by October

Resolution: Resolved to source price of bulbs.

8.2 Existing business

7. Speed Indicator Signs

Proposal: To re-establish communication with Trafford Council regarding installation and maintenance.

Resolution: Deferred.

8. Green Space Planting

Proposal: Engagement with Highways Authority regarding licensing; update on Woodland Trust planting timeline.

Resolution: Ongoing.

9. Corporate Engagement – Field Vision

Proposal: Proposal to issue a formal letter to local companies outlining the Parish vision for the field.

Resolution: Ongoing.

10. Strategic Planning Workshop

Proposal: Delivery plan workshop to support strategic goal implementation.

Resolution: Ongoing.

11. Gate and Signage

Proposal: Proposal to order new gate and vehicle signage.

Resolution: In abeyance.

12. Stamford Road Plots

Proposal: To receive update regarding response from Trafford Council.

Resolution: In abeyance.

9. Exclusion Resolution

9.1 **Resolved:** that the chair did not exercise this item due to there being no confidential business.

10. Finance Report and Invoice Approvals

10.1 LH, presented the finance report and requested approval for the following invoices:

- Current Account £18,659.25
- Reserve Account £20,440.25

10.2 **Resolved** that the below payments were approved

- Zurich Insurance - £173.44
- Locum Clerk Salary 12th June 10th July & 11th September.
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10.3 [Risk Register](#) update

- **Resolved** that the Council will look if any changes are required after the Annual audit.
- The purchased trimmer requires adding to the asset register.

11. Other Business

11.1 Cllrs were reminded that any items for inclusion on the agenda must be submitted to the Clerk no later than seven working days prior to the next meeting.

- Cllrs discussed the Heath Farm development boundary.
- Locations for notice boards discussed

12. Date of Next Meeting

The next bimonthly Parish Council meeting will be held on Thursday 13th November at 7.30pm

Carrington Parish Council Chair initial _____

Minutes 2025-07 prepared by Locum Clerk

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