

HATHERTON AND WALGHERTON PARISH COUNCIL

MINUTES OF ANNUAL MEETING OF THE PARISH COUNCIL HELD ON TUESDAY 28TH MAY 2024

Present:, Cllr James Du Pavey, Cllr Chris Knibbs, Cllr Steve Mitchell, Cllr Joy Sansom, Cllr Nigel Dibben

In attendance

Abbi Miller (Clerk), Janet Clowes (Ward Councillor)

24/26 ELECTION OF CHAIRMAN

Proposed by Cllr Du Pavey, seconded by Cllr Sansom and unanimously carried that Cllr Knibbs be elected as Chairman.

RESOLVED that Cllr Chris Knibbs be elected as Chairman of the Parish Council for the ensuing year.

24/27 ELECTION OF VICE CHAIRMAN

Proposed by Cllr Sansom, seconded by Cllr Mitchell and unanimously carried that Cllr Dibben be elected as Vice Chairman.

RESOLVED that Cllr Nigel Dibben be elected as Vice Chairman of the Parish Council for the ensuing year.

24/28 APOLOGIES FOR ABSENCE

Apologies received from Cllr Ian Bennion, Cllr Ally Williams, Cllr Katie Clinton, Cllr Rob Tindall, Cllr Gerald Laxton

24/29 ROLES & RESPONSIBILITIES OF COUNCILLORS

RESOLVED – There were no changes to the Roles & Responsibilities of Councillors

24/30 DECLARATION OF INTEREST

There were no declarations of interest.

24/31 MINUTES OF LAST MEETING

Item 24/23 Annual Review of the Parish Council Policies – The Standing Orders had not been updated on the Parish Council website – **ACTION:** Parish Clerk to update

RESOLVED - It was proposed by Cllr Sansom and seconded by Cllr Du Pavey and agreed that the minutes of the meeting held on 25th March 2024 be approved as a true and correct record and were signed by the Chairman.

24/32 QUESTIONS OR COMMENTS FROM MEMBERS OF THE PUBLIC

In accordance with the Parish Council's Standing Orders, section 1d, members of the public were able to ask a question of the Parish Council or make a statement.

There were no questions raised or comments made.

24/33 MATTERS ARISING

Item 24/21 Update from Cheshire East Ward Councillor – stated that the Neighbourhood Plan Steering Groups first meeting was due to be held at the beginning of the financial year. Cllr Clowes updated the Parish Council that the allocation of monies and localities had not been announced yet so the start of the Steering Group had subsequently been delayed.

24/34 MEMBERSHIP OF THE PLANNING COMMITTEE

RESOLVED: The Council unanimously voted to approve the current terms of reference for the Planning Committee membership to remain in place.

Councillors are Cllr Du Pavey (Chair), Cllr Knibbs, Cllr Sansom, Cllr Tindall and Cllr Bennion.

24/35 CONFIRMATION OF ASSET REGISTER

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RESOLVED: Amend the record to remove the Walgherton sign. Amend the record to add in the new Village signs (x9). The Council approved the Fixed Asset Register and it will be reviewed in March 2025 or when there is a change in assets.

24/36 CONFIRMATION OF RISK SCHEDULE

RESOLVED: The Council approved the risk schedule which identifies the risk matters, the frequency of review and the minute number relating to the most recent consideration of specific risk items.

24/37 INTERNAL AUDIT

The 2023/24 Internal Audit has been completed with the conclusion that the Council's system of internal controls is in place, adequate for the purpose intended and effective, subject to the recommendations reported in the action plan.

RESOLVED: The Council acknowledged the recommendations, however not in agreement regarding the gov.uk recommendation. Cllr Dibben agreed to look into the implication of this and report at the next Parish Council meeting. Clerk to look into the other recommendations and explore viable options.

24/38 ANNUAL GOVERNANCE STATEMENT

RESOLVED: This was approved by the Council and signed by the Chairman and Clerk.

24/39 ACCOUNTING STATEMENT FOR FINANCIAL YEAR ENDED 31 MARCH 2023

RESOLVED: This was approved by the Council and signed by the Chairman and RFO.

24/40 EXEMPTION CERTIFICATE

RESOLVED: This approved by the Council and signed by the chairman and RFO. Clerk to submit to PFK Littlejohn, the external appointed auditor.

24/41 FINAL SPEND AGAINST BUDGET

RESOLVED: The Council spent £6177.85 against a budget of £6478.23 giving an underspend of £300.38 (+4.6%)

24/42 RECEIPTS & PAYMENTS SUMMARY

RESOLVED: The Council was updated with a summary and balance sheet for year 01/04/2023 to 31/03/2024

24/43 RENEWAL OF PARISH COUNCIL INSURANCE

The Council unanimously agreed to another year with Zurich Insurance as offering best value for money.

RESOLVED: To remain with Zurich Insurance for another year.

24/44 RENEWAL OF ICO – DATA PROTECTION

RESOLVED: To renew the ICO fees for 2024/25.

24/45 PUBLIC RIGHTS NOTIFICATION

RESOLVED: Date set for announcing Public Rights is to commence on 03/06/2024 through to 12/07/2024.

This covers 30 working days and to include the first 10 days of July 2024.

24/46 INTERNAL AUDITOR FOR 2024/25 YEAR END

RESOLVED: To appoint Account-ant for the Internal Audit 2024/25.

24/47 RECEIPTS AND PAYMENTS SINCE LAST MEETING AND BANK RECONCILIATION

24/47.1 - Councillors received the Finance report, Appendix 8, that detailed the bank reconciliation.

Opening Balance on 01/03/2023 of £6987.93 with income of £2923.00 from the first Precept instalment from Cheshire East. Spend since the last meeting was £1797.07 leaving a balance of £8113.86.

24/47.2 – Budget against actual spend, a forecast against budget is 88.5% underspent but given this is the first report of the FY, this will change throughout the year as commitments become clearer.

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24/47.3 – RESOLVED: The following payments were authorised:

Payment to	Details	Amount
Scottish Power	Electricity	£110.74
ICO	Annual ICO Fee 24/25	£40.00
ChALC Affiliation	Subscription Fee 24/25	£157.32
Account-ant	Internal Audit Fee	£120.00
Abbi Miller	Clerk Salary	£409.36
HMRC	Clerk Contributions	£102.20
Zurich Insurance	Insurance Fee 24/25	£206.79

24/48 PLANNING MATTERS

24/48.1 – Councillors received the Planning Report, Appendix 9 and the following planning applications with decisions made since the last meeting held on 25th March 2024.

Plan No.	Address	Decision
23/2548N	Fields Farm, Audlem Rd, Hatherton, CW5 7PG Agricultural 4 bedroom house and land	Approved with conditions 28/03/2024
24/1470D	Mulberry House, Lodge Lane, Hatherton CW5 7LD Discharge of condition 6 re 23/3448N	Approved with Conditions 23/05/2024

24/48.2 – New Planning Applications

24/1554N Bank Farm, London Road, Walgherton CW5 7LB

Householder – two story and single storey extension to existing house

RESOLVED: Acknowledge the application but no comments required

24/1564N Three Acre Wood, Bridgemere Lane, Hatherton CW5 7PL

Householder – glazing and doors to existing open, timber framed porch and installation of ground based solar panels. Approx overall height of installed solar panels 1.6m

RESOLVED: Acknowledge the application but no comments required

24/1297N Doddington Estate, London Road, Doddington CW5 7PU

RESOLVED: The Parish Council acknowledge this application and note that although the application is still live, this has now been withdrawn due to insufficient details and incomplete information.

24/49 HIGHWAY MATTERS

Cllr Dibben provided the Council with an update of Highway Matters:

24/49.1 – Cllr Dibben continues to report potholes to CE Highways. Cllr Clowes commented that she has submitted a Members Enquiry as she believes the road in the Parish, particularly Crewe Road, were beyond pothole repairs and needs a Level 2 Patching Programme. She will update the Council when she has received a response. The Parish Council discussed and noted the increased danger to road users due to the potholes, included motorists moving to the middle of the road to avoid potholes, proposing a danger to oncoming traffic. Also the danger faced by cyclists and potential damage to expensive bikes, and the danger visitors to the area are facing especially to attractions such as Dagfields. **ACTION:** Clerk to write to CE Highways highlighting the Councils concerns.

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24/49.2 – Cllr Dibben also reported that some BT manholes are starting to collapse.

24/50 REPORT FROM WARD COUNCILLOR

- Cllr Clowes reported that the wider Cheshire East Council business will most likely be affected by the upcoming General Election. However, there will be a push to publish the Peer Review report before the election. The main concern for Cheshire East Council as well at this time is prioritising an action plan in order to make the Council more sustainable and to make savings.

24/51 IMPROVEMENT WORKING GROUP REPORT

- Cllr Dibben has been installing the new Parish village signs.
- Work is ongoing to include QR codes with the Footpath designations.
- The bridge over Footpath 1 has been made safe.

24/52 CHESHIRE EAST COUNCIL CONSULTATIONS

RESOLVED: Parish Clerk to complete Carbon Neutrality Action Plan Consultation.
Cllr Dibben to complete the HWRC Consultation.
Cllr Knibbs to complete the Bus Services Consultation

ACTION: Parish Clerk to set up a Consultation Committee meeting in June to agree the actions for the New Local Plan Issues Paper. Cllr Clowes to share documents beforehand for committee to read.

24/53 MEMBERS REPORTS

Cllr Dibben reported that he had updated the website format so that it was mobile compatible.

Cllr Du Pavey gave his apologies for the next meeting.

Cllr Knibbs and Cllr Dibben to attend training on Planning. **ACTION:** Parish Clerk to book.

24/54 DATE OF NEXT MEETING

Date of next Parish Council Meeting is Monday 22nd July 2024.
Hankelow Chapel, 11 Old School Lane, Hankelow, CW3 0JN

The meeting closed at 21:31 pm