

MINSHULL VERNON & DISTRICT PARISH COUNCIL

(Leighton, Minshull Vernon and Woolstanwood)

Clerk: Marilyn Houston

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NOTICE OF ANNUAL MEETING OF THE PARISH COUNCIL

Parish Councillors are summoned to a meeting to be held on:

DATE: MONDAY, 22 MAY 2017

TIME: 7.15 PM or on the later rising of the Parish Meeting

VENUE: ST PETER'S COMMUNITY HALL,
MINSHULL VERNON, CREWE

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND PARISH COUNCIL MEETINGS

There is an opportunity for residents to address Members under the 'Public Question Time' slot. On occasions, members of the press and public will be excluded from the meetings when the business to be transacted is of a confidential nature; for example, dealing with individual people, contracts and financial affairs of other parties.

A G E N D A

ANNUAL COUNCIL BUSINESS – PART 1

1 CO-OPTION TO THE PARISH COUNCIL

To consider the co-option of Kathryn Stringer to one of the vacancies on the Parish Council.

2 ELECTION OF CHAIRMAN

2.1 To elect a Chairman to serve until the Annual Meeting in 2018.

2.2 The Chairman will sign a Declaration of Acceptance of Office, following which the newly-elected Chairman will chair the meeting.

3 ELECTION OF VICE-CHAIRMAN

3.1 To elect a Vice-Chairman to serve until the Annual Meeting in 2018.

3.2 The Vice-Chairman will sign a Declaration of Acceptance of Office.

4 APOLOGIES FOR ABSENCE

Apologies for absence should be notified to the Clerk by noon on the day of the meeting, if possible. Apologies must be received and accepted before the meeting. If received after the meeting they cannot be recorded.

5 DECLARATION OF INTERESTS

Members to declare any disclosable pecuniary interest or non-pecuniary interest which they have in any item of business on the agenda, the nature of that interest, and in respect of disclosable interests, to leave the meeting prior to the discussion of that item.

Whilst the Clerk can advise on the Code of Conduct and its interpretation, the decision to declare, or not, is the responsibility of the Parish Councillor, based on the particular circumstances.

6 MINUTES – 24 APRIL 2017

To approve as a correct record, the Minutes of the ordinary meeting held on 24 April 2017.

7 APPOINTMENT TO OUTSIDE BODIES

The Parish Council is invited to appoint representatives to the following outside bodies. Attendance at such meetings shall count as an approved duty and expenses may be claimed in accordance with the Parish Council's Members Expenses Scheme.

- Cheshire Association of Local Councils
- Police Cluster meetings
- Hill Top and Hole House Farms Local Liaison Committee

Invitations to attend other outside bodies can be dealt with as and when they arise.

8 FINANCIAL MATTERS

8.1 Annual Accounts – 2016/17(UNAUDITED)

The Parish Council is asked to approve the accounts for the financial year 1 April 2016-2017. These have been prepared by the Responsible Finance Officer and submitted to the Internal Auditors for their inspection. The external audit will be completed by September 2017.

The Parish Council is asked to approve Section 2 of the Annual Return - The Accounting Statement. The Annual Return is submitted to the External Auditors.

The following documents will be provided:
Accounts 2016/17
Annual Return

8.2 Internal Auditor's Report – 2016-2017

To receive the Internal Auditor's report (if available in time for the meeting) and to take action as recommended.

8.3 Appointment of Internal Auditor – 2017-2018

It is a requirement that the Internal Auditor is appointed annually. The Parish Council is asked to re-appoint JDH Business Services to conduct the internal audit for 2017-2018.

9 CALENDAR OF MEETINGS – 2017-2018

To approve the calendar of meetings for 2017-2018.

10 ANNUAL REPORT- 2016-2017

To receive the draft Annual Report and approve it for publication.

PART 2

11 PUBLIC QUESTION TIME (10 MINUTES)

In accordance with the Parish Council's Standing Orders, a period of 10 minutes is allocated for members of the public to ask questions.

12 FINANCIAL MATTERS

12.1

Authorisation of Payments

The Parish Council is asked to authorise the following payments:

£ 91.60	HM Revenue & Customs – tax on Clerk's May salary as advised by CVS Cheshire East
£ 366.62	Marilyn Houston Payment of May salary as advised by CVS
£625.20	TWM Traffic Control Systems Trailer repair 2 LED Message Boards Replaced, Corner Flasher Replaced plus Labour Charge per Hour Net 521.00 VAT 104.20 625.20
£60	The Sign Studio - Add name to Honorary Freeman Board
£47.98	SID padlock and chain -Les Horne Net 39.98 Vat 8.00
£1429.31	Subscription fee (subject to decision to continue membership)

13 FLOOD ALLEVIATION SCHEME

To receive an update from Cllr Les Horne on the meeting with Cheshire East regarding the flood alleviation scheme. ...

14 PLANNING APPLICATIONS

14.1 Applications for consultation

There are the following planning applications for consultation, at the time of publication of the agenda. Additional applications received before the meeting will be issued to Members by e-mail and will be accessible [by clicking here](#).

17/2112N

New agricultural building for calf pens for rearing beef cattle

**LAND AT MOAT HOUSE FARM, MIDDLEWICH ROAD, MINSHULL VERNON,
by 24 may requested extension for comments**

17/2347N

MOAT HOUSE FARM, MIDDLEWICH ROAD, MINSHULL VERNON

Prior change of use from agricultural building to a 3 bedroom dwelling house.

17/2345N

Proposed agricultural building.

LAND AT MOAT HOUSE FARM, MIDDLEWICH ROAD, MINSHULL VERNON

15 POLICE MATTERS

To receive a report on police activity in the parish.

16 SPEED WATCH

Councillors Les Horne, J Cunningham and P Wright to report on recent speed watch activities.

17 VICTORIA CROSS

To receive an update from the Clerk on the cleaning and repair of the Victoria Cross at Whalleys Green.

18 COMMUNITY PROJECTS

To receive an update from the funding/project committee
To consider possible use for decommissioned phone box

19 CASUAL VACANCIES

To receive a report from the Clerk on Parish Council vacancies

20 REPORTS/SHARED INFORMATION

21 THE MERLIN PUBLIC HOUSE – ANT- SOCIAL BEHAVIOUR PROBLEMS

To consider a request from CEC Cllr. Derek Bebbington for the Parish Council to support his attempts to have the site made safe and secure by writing to Punch Taverns, pointing out the ongoing problems on the site and asking what their future plans are for the Merlin Public House.

22 DATE OF NEXT MEETING – 26 June 2017