

**MINUTES OF THE ANNUAL MEETING OF MINSHULL VERNON & DISTRICT PARISH COUNCIL
HELD AT ST PETER'S COMMUNITY HALL, MINSHULL VERNON, CREWE
ON 21st May 2018**

PRESENT:	Councillor Les Horne	Chairman
	Councillor Linda Horne	Councillor D Ridings
	Councillor B Palin	Councillor C Stringer
	Councillor K Stringer	Councillor J Weir
	Councillor D Street	Councillor S Kay
	Councillor I Baxter	Councillor M Stanley
APOLOGIES:	Councillor M McGlone	Vice Chairman
ABSENT:	Councillor P Wright	

1 ELECTION OF CHAIRMAN

RESOLVE: That Councillor Les Horne be elected Chairman to serve until the next annual meeting of the council

Councillor Horne Signed a Declaration of Acceptance of Office.

2 ELECTION OF VICE-CHAIRMAN

RESOLVE: That Councillor C Stringer be elected Vice-Chairman to serve until the next annual meeting of the council.

Councillor C Stringer signed a Declaration of Acceptance of Office.

3 APOLOGIES FOR ABSENCE

Councillor M McGlone had notified the Chairman of his Absence.

4 DECLARATIONS OF INTEREST

Members were invited to declare any disclosable pecuniary interest or non-pecuniary interest which they had 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.

Councillor B Palin declared an interest in item 15.1 and left the room at the time of discussion.

5 MINUTES – of 22 May 2017

RESOLVED: That the Minutes of the meeting held on 22nd May 2017 were to be approved as a correct record at the next meeting of the Parish Council.

6 APPOINTMENT OF OUTSIDE BODIES

The Parish Council was invited to appoint representatives to outside bodies

RESOLVED: that appointments be made to outside organisations as follows:

- Cheshire Association of Local Councils
Councillors C Stringer and I Baxter
- Police Cluster Meetings
Councillors L Horne M Stanley and S Kay
- Hill top and Hole Hose Farms Local Liaison Committee
Councillors C Stringer and I Baxter

In the absence of Councillor M McGlone it was agreed to include this on the Agenda next month for his inclusion due to substantial previous involvement and past knowledge.

The Councillors above agreed consent to their contact details being passed to necessary areas.

7 FINANCIAL MATTERS

7.1 Accounts update- Annual Accounts 2016-2017

The Council is subject to the Local Audit and Accountability Act 2014 (accounts and Audit Regulations 2015)

The period which the electors may inspect accounting records is set by the RFO. The Clerk made the accounts available for inspection to the councillors prior to going for external audit. Necessary notices will be placed in local noticeboards for electors to show dates for public viewing in due course.

The councillors were issued an updated code of conduct and are satisfied that there is a sound system for internal control.

The Parish Councillors were updated with the following

- a copy of the years accounts/balance sheet,
- bank reconciliations for the month,
- budget updates for this year and final position for last year.
- Fixed asset register was reviewed and agreed.

7.2 TBA Clerks Expenses Stationery for Audit –
RESOLVE accrued for next month's meeting

£210.00 **SLCC Entreprises – 2016 Advertising for Clerk.**
RESOLVE This had gone to the previous clerk. –
approved for payment.

8 RISK ASSESSMENTS

The Parish Council reviewed the revised and updated Risk Assessments. Amendments were to be made to the titled

(vi) Parish Clerk – Home-working as discussed. – needs review

A schedule for inspection frequency was to be established on various items
Benches at Whalleys Green are currently not in situ and will need revising when
new benches are installed.

All others were approved by Councillors.

9 CALENDAR OF MEETINGS – 2018-2019

Councillors were presented with a calendar for the next 12 months of meetings, this was approved.

10 ANNUAL REPORT- 2015-2016

The Annual Report has not yet been prepared but will be submitted to the June meeting. This is not a Statutory Annual Item but I (Clerk) would like to produce this for 2017-2018.

11 FIXED ASSET REGISTER

The fixed Asset Register had been updated and revised. This will be a constant revision and live document going forward. Agree balances for Insurance purposes on revised Fixed Asset Register was agreed by councillors.

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PART 2

12 PUBLIC QUESTION TIME (10 MINUTES)

No members of the public were present on this occasion.

13 AUTHORISATION OF PAYMENTS

The Parish Council is asked to authorise the following payments:

- £500.00 Chairman's allowance (allowance to meet the expenses of the office – Ss 15(5) and 34(5) Local Government Act 1972)
- £142.80 JDH Accountancy – Last year's Internal Audit

RESOLVE: both of these payments were authorised.

14 FOI – RIGHT TO CHARGE

The Councillors discussed the right to charge for FOI requests. This was agreed that as it is a time-consuming task to gather information, the majority of which is available on the website, at the discretion of the Parish Council now reserve the right to charge for processing these requests. A generic form will be generated for completion and payment will be in advance. This was proposed at £50.00 and seconded.

15 PLANNING MATTERS

15.1 18/2204N WOODLEA, MIDDLEWICH ROAD, MINSHULL VERNON, CW10 0LT

Approval for previously built (c1990) rear single-story extension, that at present is being rebuilt. Erection of a second-storey side extension above existing single-storey garage extension.

RESOLVE: no issues

18/2050N PEAK PHYSIQUE, 3 A, THE QUANTUM, MARSHFIELD BANK, CREWE, CW2 8UY

Change of Use from Kitchen Showroom (A1 Retail) to Gymnasium (D2 Gym).

RESOLVE: there were concerns raised for Parking issues. Also, that this was a retrospective issue as this had already happened and the gymnasium is operational at this address without prior permission. It was suggested they should apply for permission retrospectively. - comments were made to reflect this.

15.3 18/2398N COACH & HORSES INN, MIDDLEWICH ROAD, MINSHULL VERNON

Remove conditions 4 5 9 12 & 13

There were comments on this regarding the use of the failing flood alleviation system being used to take additional land drainage, when it has not solved the problem at the pub, lights and in local gardens which are all still flooding as the ditch collapses. It seems un reasonable that they plan to increase the flow with additional source.

The system has not yet been proven. It was installed for alleviation not drainage

16 SPEEDWATCH & POLICE CLUSTER REPORTS

Councillor Horne reported that Cluster reports would be available at the next Parish Council meeting.

Speed watch activity had taken place in Leighton with one of the new PCSO Jess Street, ASBO issues on the Merlin had been reported – culprits caught – same ones as previous. Exclusion orders have been issued.

Work appears to have commenced at the Merlin, plans are to be Air and water tight by September with land cleared. Renovation of interior and exterior to follow – targets are to be open by xmas 2018.

17 CENTENARY WORKING PARTY

Update from working party meeting by Councillor D Ridings

British Legion are all primed and ready

Leighton Academy are also ready and enthusiastic with plans for our event and activities for their own.

Food on the day is becoming a joint venture between the 2 schools, pooling skills and resources for procurement and management. It is suggested a Stew / a small container recipe similar to theme of the day. Supermarket sandwich platters are being discussed for convenience.

Commemorative coins – sample should be ready for next Council meeting.

Entertainment plans are mainly finalised – with Jilly Songbird, Pipes & Drums,

School allowances have been agreed

Dance troops from Leighton – to display as Jilly sings.

Still things to finalise further meeting held after the monthly meeting.

18 REPORTS and SHARED INFORMATION

Councillor J Weir updated on the Fence- confusion came as he had not been given a like for like specification. He provided some samples which were favourable to all councillor's present. Councillors Stringer have received complaints from residents in Lambourn Drive and Parkers Road area re the state the grass cutters left the area in. having cut the grass late the grass was long and left, not removed. Blown everywhere. Must escalate to Councillor Bebbington.

Councillor D Ridings noted that the schools have not yet received their deliveries from waste wise. This is now to take place in June.

19 Date of Next Meeting

23rd July 18