



**CHURCH MINSHULL PARISH COUNCIL
MINUTES OF THE MEETING HELD ON TUESDAY 07 MAY 2019**

PRESENT:

Cllr Brian Charlesworth, Cllr Nigel Lewis, Cllr Robert Parton and Cllr Bob Schiller

IN ATTENDANCE:

Borough Cllr Sarah Pochin (part-meeting)

19/38 ELECTION OF CHAIRMAN

19/38.1 RESOLVED – that Cllr Charlesworth be elected as Chairman of the Council for the ensuing municipal year

19/39 ELECTION OF VICE-CHAIRMAN

19/39.1 RESOLVED – that Cllr Schiller be elected as Vice-Chairman of the Council for the ensuing municipal year.

19/40 APOLOGIES FOR ABSENCE

19/40.1 None

19/41 DECLARATIONS OF INTEREST

19/41.1 None.

19/42 MINUTES OF THE MEETING HELD ON 19 MARCH 2019

19/42.1 RESOLVED – that the minutes of the meeting be approved and signed by the Chairman as a true and correct record.

19/43 CO-OPTION

19/43.1 Following the elections there were two ordinary vacancies on the Council, which would be filled by co-option. However, there were no persons present that had shown interest in such co-option, therefore, this matter would be deferred to the next meeting.

19/44 GENERAL POWER OF COMPETENCE

19/44.1 The General Power of Competence provided Parish Councils with additional powers to support communities, above and beyond the usual statutory powers which governed Council activities. The Parish Council now complied with the requirements of two-thirds of the Council being elected and a suitably qualified Clerk.

RESOLVED – that the Council adopts the General Power of Competence.

19/45 ROLES AND RESPONSIBILITIES

19/45.1 The following roles and responsibilities were allocated:

Role	Councillor
Village improvements	Lewis and Schiller
Website	Lewis and Schiller
Highways	Lewis
Church Farm Park and Hall Farm Park	Charlesworth
Village Farm	Lewis

Village Hall Committee	Schiller
Police Liaison	Charlesworth

19/46 COUNCILLORS' CODE OF CONDUCT

19/46.1 Councillors reviewed the new Code of Conduct, which had been approved by the Borough Council in 2018.

RESOLVED – that the Council adopts the new Code of Conduct.

19/47 BOROUGH COUNCILLOR'S REPORT

19/47.1 The new Borough Councillor for the Bunbury ward was Sarah Pochin. Owing to the overrun of an earlier meeting, Cllr Pochin was unable to attend much of the meeting but was introduced to Parish Councillors and provided a brief update at matters affecting the Borough Council.

19/48 PLANNING MATTERS

19/48.1 Planning applications decided by the planning authority

19/0275N	Conversion of a Traditional Grade II Listed Farm Building to Wedding and Events venue and all associated works at Minshull Hall, Nantwich Road, Church Minshull	Approved with Conditions
19/0534N	Listed building consent for proposed alterations to Later Addition extensions: Replacement windows, forming new/enlarged openings, installing exterior bi-fold doors at Oakhurst, Over Road, Church Minshull	Approved with Conditions
18/6224N	Games room over existing garage at Bridge Cottage, Cross Lane, Minshull Vernon	Approved with Conditions

19/49 TRAFFIC MANAGEMENT

19/49.1 Councillors discussed issues with the road surface and potholes in various locations. With regards to the discussions with the Borough Council regarding the Buffer zones, no response had been received from the highways authority, therefore the support of the Borough Cllr would be sought.

19/49.2 With regards to the Speed Indicator Device (SID), Cllr Lewis had been unable to identify a supplier that would loan SIDs and the purchase price was usually in excess of £2k.

19/50 VILLAGE IMPROVEMENTS

19/50.1 The Council had supported the principle of providing two defibrillators in the village. The Clerk had obtained a quote to rent these, which worked out at £1 per machine per day + VAT. The cabinets would also need to be purchased at a cost of £500+VAT each. It was suggested that the Council should limit its involvement to the purchase of the cabinets and ask the other parties whether they wished to pay the rental fees.

19/50.2 Councillors referred to an old black and white highways sign at the junction of Minshull Lane and Nantwich Road, which was in a state of disrepair. It was agreed that the Council should seek to restore the sign and liaise with the landowner regarding removing the growth around it.

19/50.3 Other schemes would continue to be developed by Councillors.

19/51 WEBSITE

19/51.1 Cllrs Lewis and Schiller had attended a training session with ThenMedia regarding the maintenance of the villagearena website. Councillors discussed the large number of people with access to the administration

section and it was agreed that these would be reviewed and recommendations brought to the next meeting.

19/52 NEIGHBOURHOOD PLAN

19/52.1 A Steering Group meeting would be held with a representative of Cheshire Community Action in attendance, which would review the comments received from the recent consultation and make any necessary amendments. The next formal stage would be Regulation 15, whereby the Plan is formally submitted to the Borough Council for its consideration.

19/53 COMPLAINTS POLICY

19/53.1 Councillors considered the options for a Complaints Policy as set out in the NALC Topic Note. Suggestions were made on a number of issues and the Clerk would take these into account when drafting a Policy for consideration at the next meeting.

19/54 POLICE CLUSTER MEETING

19/54.1 Cllr Charlesworth provided an update from the recent Police Cluster meeting.

19/55 FINANCE REPORT

19/55.1 The Council considered the Annual Governance Statement, which outlined the governance requirements for the Council.

RESOLVED – That the Governance Statement be approved and signed by the Chairman and Clerk accordingly.

19/55.2 The Accounting Statement 2018/19 and the Statement of Receipts and Payments and Balance Sheet for the period 1 April 2018 to 31 March 2019 were received by the Council. These detailed the Council's income and expenditure during the financial year. The Council's opening balance at 1 April 2018 was £11,386 and its closing balance on 31 March 2019 was £11,192. The budget was underspent in the sum of £2,526.

RESOLVED – that the accounting statement for 2018/19 be approved and the Chairman be authorised to sign the Statement accordingly.

19/55.3 As the Council's income and expenditure were both less than £25,000, the Council could declare itself exempt from a limited assurance review by the external auditor. All of the relevant documentation still required completion and publication on the Council's website.

RESOLVED – that the Council exempts itself from the requirement for the external auditor to undertake a limited assurance review.

19/55.4 Insurance

The Council had received its insurance renewal request for 2019/20. Councillors were reminded that the Council entered into a long-term agreement last year. The cost of the renewal was £155.29, an increase of £5.34, which reflected the increase in insured assets.

RESOLVED – that the insurance policy be renewed.

19/55.5 Payments

RESOLVED – that the following payments be authorised:

Payee	Reason	Cheque	Total	VAT	Net
Zurich Municipal	Insurance	100749	155.29		155.29
Cheshire Association of Local Councils	Affiliation	100750	132.84		132.84
Aqueduct Marina	Room Hire	100751	31.00	5.17	25.83
Cheshire Community Action	Affiliation	100752	20.00		20.00
Church Minshull Village Hall	Room Hire	100753	36.00	6.00	30.00

19/56 DATE OF NEXT MEETING
19/56.1 Tuesday, 02 July 2019