

**CHURCH MINSHULL PARISH COUNCIL
MINUTES OF THE ANNUAL MEETING HELD ON TUESDAY 16 MAY 2023**

PRESENT:

Cllr Bob Schiller (Chair), Cllr Tim Boote, Cllr Brian Charlesworth, Cllr Jacqui Groos, Cllr Nigel Lewis and Cllr Mark Smith

IN ATTENDANCE:

Borough Cllr Becky Posnett and two members of the public.

23/001 ELECTION OF CHAIRMAN

RESOLVED – that Cllr Schiller be elected as Chairman of the Parish Council for the ensuing municipal year.

23/002 ELECTION OF VICE-CHAIRMAN

RESOLVED – that Cllr Lewis be elected as Vice-Chairman of the Parish Council for the ensuing municipal year.

23/003 APOLOGIES FOR ABSENCE

None.

23/004 VACANCY

Following the elections, there was one vacancy on the Parish Council, to which the Council could now co-opt.

23/005 DECLARATIONS OF INTEREST

Cllrs Groos made the following declaration – “I would like to declare an interest for my well-being, contentedness and happiness because I live on a road where heavy goods vehicles go past.”

23/006 MINUTES OF THE MEETING HELD ON 14 MARCH 2023

RESOLVED – that the minutes of the meeting be approved as a true and correct record.

23/007 BOROUGH COUNCILLOR'S REPORT

Borough Cllr Becky Posnett was introduced as the new Borough Councillor for the Bunbury Ward of Cheshire East Council. Becky emphasised the importance of ensuring that the rural areas received their fair share of funding from the Borough Council and would welcome the opportunity to raise matters of importance on behalf of the Parish Council.

23/008 PUBLIC PARTICIPATION

Nothing raised.

23/009 GENERAL POWER OF COMPETENCE

The Clerk confirmed that the Council was compliant with the requirements of the General Power of Competence as at least two-thirds of the Council had been elected and the Clerk was suitably qualified.

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

23/010 ROLES AND RESPONSIBILITIES

Councillors reviewed the roles and responsibilities, which would be updated on the website.

Councillor	Responsibility
Bob Schiller	Chairman; Neighbourhood Plan; Highways
Nigel Lewis	Vice-Chairman; Arena Community Website and Village Improvements
Tim Boote	Village Hall
Brian Charlesworth	Police; Farming Community; Parochial Church Council

Jacqui Groos	Climate Change; Flooding and River Pollution
Mark Smith	Home Farm Park

23/011 FLOODING AND RIVER POLLUTION

Councillors discussed the pollution issues in the River Weaver and how this was exacerbated by United Utilities discharges following heavy rain. It was suggested that water quality testing should be undertaken following the next bout of heavy rainfall.

With regards flooding, Borough Cllr Posnett was asked to liaise with the Borough Council to identify how the village could prepare for future flooding occurrences. It was suggested that the flooding risk would be increased by the new housing development in Nantwich.

23/012 ROAD ISSUES

Cllr Schiller advised that he was still awaiting an update from the Borough Council regarding the list of highways works commencing in the current financial year. Borough Cllr Posnett emphasised the importance of registering any highways issues on the FixMyStreet website. Councillors had been doing this for many years and the poor quality of repairs was considered a serious issue as these tended to deteriorate quickly. Concern was expressed that the Parish Council had liaised with the Borough Council on many occasions with little success. A summary of the highways issues would be forwarded to Borough Cllr Posnett to liaise with the highways authority.

23/013 VILLAGE HALL REDEVELOPMENT

Cllr Boote advised that the project was progressing and funding sources were being considered. Borough Cllr Posnett was asked to raise the issue of the ownership of the building in the car park with the Borough Council.

23/014 PLANNING

No applications for consideration.

23/015 VILLAGE IMPROVEMENTS

1) First Aid Training

Cllr Lewis advised that the Parish Council had arranged for First Aid Training for interested residents which would be held at 3pm on Thursday 25 May at the Village Hall.

2) Footpath

Councillors expressed concern at the footpath bridges and Cllr Lewis agreed to seek to rectify any safety issues.

3) Trees

Cllr Smith advised that there had been no further response from the Forestry Commission regarding the tree felling on land off Eachus Lane.

4) Pavements

The Clerk was asked to liaise with the Lengthsman regarding the condition of the pavements in the village.

23/016 CLIMATE CHANGE

Councillors supported a suggestion to invite a representative from Cheshire Wildlife Trust to understand what support could be offered.

23/017 FINANCE REPORT

1) Internal Audit Report

The Internal Audit report concluded the 'On the basis of the internal audit work carried out, which was limited to the tests indicated in the report, in our view the council's system of internal controls is in place, adequate for the purpose intended and effective. There were no further issues arising – a robust set of year end records have been maintained with a comprehensive audit trail to supporting information.'

RESOLVED – that the internal audit report be approved.

2) Annual Governance Statement 2022/23

The Council considered the Annual Governance Statement, which outlined the governance requirements for the Council. The Internal Audit report had confirmed that the Parish Council had robust financial controls in place, therefore, the Council could identify that it was compliant with all requirements.

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

3) Accounting Statement 2022/23

The Accounting Statement 2022/23 and the Statement of Receipts and Payments and Balance Sheet for the period 1 April 2022 to 31 March 2023 were received by the Council. These detailed the Council's income and expenditure during the financial year. The Council's opening balance as at 1 April 2022 was £8,838 and its closing balance on 31 March 2023 was £5,257.

RESOLVED – that the accounting statement for 2022/23 be approved and the Chairman be authorised to sign the Statement accordingly.

4) Exemption from Limited Assurance Review

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.

5) Payments

RESOLVED – that the following payments be approved:

Payee	Reason	Total	VAT	Net
Pryce Jones *	Website (Monthly)	50.00		50.00
Mark Robinson *	Salary (Monthly)	145.40		145.40
Chalc	Membership 23-24	138.01		138.01
JDH Business Services	Internal Audit	258.00	43.00	215.00
St Bart's PCC	Coronation Event	100.00		100.00
Mark Robinson	Expenses	30.99		30.99
Zurich Insurance	Insurance Policy	170.78		170.78
Staffs First Aid Training	Life Support Training	300.00	50.00	250.00

* Ratification

23/018 DATE OF NEXT MEETING

Tuesday, 11 July 2023