

**MINUTES OF A MEETING OF HANKELOW PARISH COUNCIL
HELD IN HANKELOW METHODIST CHAPEL SCHOOLROOM, HANKELOW
ON 17 SEPTEMBER 2012**

PRESENT: Councillor G Foster Chairman
Councillors C Ainley, G Cope, I Jones and A Lee

25 DECLARATIONS OF INTEREST

Members were invited to declare any non-pecuniary or disclosable 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.

No declarations were made.

26 MINUTES OF THE MEETING HELD ON 2 JULY 2012

RESOLVED: That the Minutes of the Meeting held on 2 July 2012 be approved as a correct record.

27 MINUTES OF AN EXTRA-ORDINARY MEETING HELD ON 24 JULY 2012

RESOLVED: That the Minutes of the Extra-ordinary Meeting held on 24 July 2012 be approved as a correct record.

28 MATTERS ARISING (not detailed elsewhere on the agenda)

28.1 Speed Limit Signs

The speed limit signs had now been installed.

29 REPORT OF MEMBERS APPOINTED TO OUTSIDE BODIES

Members appointed to outside bodies were invited to report on recent activities.

- **Burial Board**

It was understood that the Burial Board was experiencing financial difficulties. The parents of children who had been killed in a number of road traffic collisions some years previously had asked if they could take over the upkeep of the graves.

30 BOROUGH COUNCILLOR'S REPORT

In the absence of Borough Councillor R A Bailey, the Parish Council proceeded to its next item of business.

31 FINANCIAL MATTERS

31.1 Authorisation of Payments

RESOLVED: That the following payments be approved:

£173.50	Mrs C M Jones – net salary for the period 1 July to 31 August 2012
£60.00	Audit Commission (£50.00 + £10.00 vat) – audit of accounts for 2011-2012
£35.00	The Food Store (duck food)

31.2 Ratification of Payments

- (i) At the meeting held on 2 July 2012, Councillor I Jones was authorised to spend up to £300 on the purchase of a bench for Park View. At the Special Meeting held on 24 July 2012, he reported on the availability of benches and was authorised to purchase a pine bench, at a cost of £239 together with an additional cost of £45 for an inscription to mark the Diamond Jubilee.

Subsequent to that meeting, a cheque for £289.94, payable to “RAW Garden” was authorised in respect of this purchase and the Parish Council was asked to ratify this payment.

RESOLVED: That the Parish Council ratify payment of £289.94 payable to ‘RAW Garden’ for the purchase of a pine bench.

- (ii) To regularise matters, the Parish Council was asked to ratify the following payments which had been made during the current financial year but had not been recorded in the Minutes.

	£
• Cheshire Association of Local Councils affiliation fee	65.40
• Cheshire Community Action	20.00
• Mid-Cheshire Footpaths Society	8.00
• Cheshire County Playing Fields	16.00
• AON Insurance – annual premium	435.04
• Alan Davenport accountant	45.00
• L Hopkins – joinery fee	48.00

RESOLVED: That the payments indicated above, be ratified.

31.3 Receipts and Payments Statement

The Parish Council received a Receipts and Payments statement for the period to 13 August 2012 together with a budget monitoring statement.

During discussion, a Member queried the cost of insurance (£435.04) which appeared to be excessive for a small council. The Clerk undertook to carry out an insurance review for submission to a future meeting.

31.4 Financial Regulations

The Parish Council was invited to adopt financial regulations which were based on the National Association of Local Councils model regulations. Adoption of the regulations would give clarity to the procedures and reflect current practice.

It was noted that one of the requirements in the Regulations was the preparation of a risk assessment/management policy which should be reviewed annually.

RESOLVED: That the Financial Regulations submitted be adopted with immediate effect.

31.5 Appointment of External Auditor

It was reported that with effect from the financial year 2012-2013, BPO LLP had been appointed as the external auditor. The Audit Commission would continue to monitor the performance of the firms providing this service. There would be no fee payable for parish councils whose income/expenditure was within the £0-10,000 band, and this applied to Hankelow.

32 PLANNING

32.1 Planning Application No. 12/2309N – Outline Application Land adjacent 4 Audlem Road, Hankelow

It was reported that at its meeting held on 29 August 2012, the Southern Planning Committee had refused this application. A copy of the Officer report which was submitted to the meeting is enclosed. This is a 16-page report and is for information only; it is not required for the meeting.

31.2 Cheshire Association of Local Councils (ChALC) Survey

The Cheshire Association of Local Councils had issued a survey form to town and parish councils in respect of the level of growth anticipated following the development of the Cheshire East Local Plan, particularly in the event of any building on green belt land.

Members considered the survey form which was completed during the meeting for submission to ChALC by 30 September 2012.

33 CODE OF CONDUCT

33.1 Requirement to Adopt Revised Code of Conduct

The Standards regime in England had been abolished. Under the new provisions of the Localism Act 2011, town and parish councils must adopt a code of conduct (with effect from 1 July 2012) dealing with the standards of conduct expected of their Members.

Cheshire East Council (CEC) and the Cheshire Association of Local Councils (ChALC) had worked together to produce a code of conduct which could be applied across the whole of the borough in the interests of consistency. This was adopted by Cheshire East Council at its meeting held on 19 July 2012.

The Parish Council is invited to adopt the Cheshire East Council Code of Conduct.

RESOLVED: That, in accordance with Section 27 of the Localism Act 2011, the Code of Conduct adopted by Cheshire East Borough Council be adopted as this Council's Code of Conduct.

34 REGISTRATION OF HANKELow GREEN

It was reported that the Clerk had issued to the solicitors all documentation in respect of registration of the Village Green. A response was awaited.

35 PARISH PLAN IMPROVEMENT GROUP

35.1 Current Financial Position

The Parish Council reviewed and clarified the current financial position of the Parish Plan Improvement Group.

Cheshire East Council which now administered Parish Plan funding, ceased making implementation grants to any Parish Plan groups and had requested any under-spend from that process to be repaid to the Borough Council. The Group was asked to repay the money (to the Borough Council) and at the same time was invited to apply for a community grant. It was at this stage that the Parish Plan Improvement Group repaid £300 (to the Parish Council). This sum had now been banked.

Although the £300 should have been paid to the Borough Council rather than the Parish Council, Cheshire East Council had agreed not to request repayment of this £300 and the funding could, therefore, be allocated as the Parish Council considered appropriate, in accordance with power to spend and budgeted items.

35.2 Request for Grant

The Parish Council was invited to consider a request from the Parish Plan Leisure and Recreation Sub-Committee for financial assistance to enable start-up of a weekly coffee morning from October.

The Parish Council agreed to pay for the hire of the Methodist Church for this event.

RESOLVED: (a) That a sum of £140 be paid to Hankelow Methodist Church to fund the cost of coffee mornings from October 2012;

(b) That the £140 be funded from the £300 referred to at Minute No. 35.1 above; and

(c) That at the next meeting, consideration be given to spending the remaining £160.

36 REINSTATEMENT OF PERMISSIVE PATH – HANKELOW TO AUDLEM

Following the previous meeting, the Clerk had written to Morris Care (Corbrook Court Nursing Home) seeking its co-operation in re-opening the permissive footpath between Hankelow and Audlem.

A site visit was being arranged to include the Clerk/Chairman from both Audlem and Hankelow Parish Councils.

37 CONSULTATION ON *Local Area Partnership* PRIORITIES

At an open meeting of Nantwich LAP held on 11 July, the Hankelow Parish Plan was received. The meeting also discussed LAP working group activities and current LAP priorities.

To ensure full consultation was carried out, a LAP questionnaire on priorities was issued to Members on 22 August 2012 inviting individual responses which were required by 30 September 2012.

38 CORRESPONDENCE

The Clerk reported receipt of correspondence received since the last meeting.

Cheshire East Council

- Gambling Act 2005 – Review of Statement of Licensing (deadline of 19 October 2012 for comments)
- Crewe LAP – Family workshops from 7 August onwards (issued by e-mail to Members)
- Traffic Management Report
- Adoption of Street-naming legislation
- Support for Council Tax benefit impact
- Joint Health and Wellbeing Strategy

Cheshire Association of Local Councils

- August newsletter
- Electronic banking

39 SHARED ITEMS

Parish Councillors were invited to share information or to request the inclusion of items on the next agenda.

- Councillor Jones reported that the Community Spirit awards were to be held on 4 October 2012.
- Agenda item: Interactive speed signs. Consideration of estimates/quotations.

- The Clerk was asked to enquire into the procedure for renaming roads; it was suggested that Audlem Road, adjacent to the church, be renamed 'Old School Lane.

40 DATE OF NEXT MEETING

RESOLVED: That, owing to the unavailability of some Members, the November meeting be re-scheduled to 12 November (from 5 November).

41 EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That, in accordance with Paragraph 1(2) of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the following item, for the reason given, and the public interest would not be served by disclosing the information.

42 STAFFING MATTER – CLERK’S SALARY PAYMENT ARRANGEMENTS

The Parish Council was asked to consider payment of the Clerk’s salary on a monthly basis, by Standing Order.

RESOLVED: That the Clerk’s salary be paid monthly in arrears, by standing order, with effect from 1 September 2012.

.....Chairman