

**MINUTES OF A MEETING OF HANKELOW PARISH COUNCIL
HELD AT HANKELOW METHODIST CHURCH, HANKELOW ON 4 SEPTEMBER 2017**

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

IN ATTENDANCE: Borough Councillor R A Bailey

87 DECLARATIONS OF INTEREST

Members were invited to declare any non-pecuniary or disclosable pecuniary interest (DPI) 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.

88 MINUTES

RESOLVED: That the Minutes of the Council meeting held on 25 July 2017 be approved as a correct record, subject to the following:

Minute No. 76.1 ADD

£200.00 Matt Jones – creation of website for White Lion Action Group

89 NEIGHBOURHOOD PLANNING

Councillor Lee reported that some Members of the Steering Group were preparing the draft policies which were expected to be finished by the end of September.

The documents would require some 'harmonising' to ensure that the style throughout was similar.

Following completion of a first draft, Tom Evans, the Cheshire East Council Neighbourhood Planning Manager would arrange a pre-Plan discussion with the Group.

90 FINANCIAL MATTERS

90.1 Authorisation of Payments

There were no payments for authorisation.

90.2 Conclusion of Audit – 2016-2017

The external audit of the accounts had been concluded by BDO LLP. Its report was submitted and the appropriate notifications had been added to the website and placed in the notice-board.

Members noted the report.

90.3 Revised Financial Regulations

One of the Internal Auditor's recommendations had been that the Financial Regulations should be up-dated.

The National Association of Local Councils had up-dated the Financial Regulations in January 2016, and a revised copy, adapted for Hankelow Parish Council, was now submitted for adoption.

Members noted Paragraph 2.2 which stipulated ‘On a regular basis, at least once in each quarter, and at each financial year end, a member other than the Chairman [or cheque signatory] shall be appointed to verify bank reconciliations (for all accounts) produced by the RFO. The member shall sign the reconciliations and the original bank statements (or similar document) as evidence of verification. This activity shall, on conclusion be reported, including any exceptions, to and noted by the Council.’

RESOLVED: (a) That the Financial Regulations be adopted;

(b) That Councillor C Ainley be appointed to verify bank reconciliations produced by the RFO; and

(c) That the Clerk write to the Parish Council’s bankers requesting that duplicate bank statements be forwarded to Councillor Ainley, as a matter of routine.

90.4 Receipts and Payments/Budget Monitoring – Position at 30 June 2017

The Parish Council received a Receipts and Payments Statement, together with a budget monitoring statement showing the financial position at 30 June 2017. Bank statements beyond this date had not yet been received.

The bank reconciliation was noted:

	£		£
B/fwd 1 April 2017	2,559.10	Current A/c	3,920.16
ADD Receipts	<u>5,690.00</u>	Building Society Account	<u>820.95</u>
	<u>8,249.10</u>		<u>4,741.11</u>
LESS Payments	-3,579.39	LESS Unpresented cheque	-71.40
	<u>4,669.71</u>		<u>4,669.71</u>

91 WEBSITE

The Parish Council was invited to consider if it should make arrangements for a dedicated Parish Council website. Mr C Foster, who managed and owned the Hankelow Village website, had commented that there was insufficient space for it to accommodate all the information which was required to conform to the Transparency Code for Smaller Authorities.

Mr Foster suggested that the Parish Council consider purchasing an additional 50 GB of web-space for £72.00 per annum (inclusive of VAT). This would be a secure location for Parish Council documents. An alternative was for the Parish Council to seek quotations for the creation of its own website.

This matter had been considered by the Parish Council in May 2016 at which time the Webmaster for the Village Website advised that he would be able to continue to upload documents to avoid the Parish Council being required to purchase its own website, but would report further if the situation changed.

RESOLVED: (a) That the Parish Council purchase an additional 50 GB of web-space, through Mr C Foster, at a cost of £72.00 per annum (inclusive of VAT) for one year; and

(b) That the Parish Council review the position at the end of the first year.

(Note: Borough Councillor Rachel Bailey joined the meeting at this point in the proceedings.)

92 PLANNING

There were no planning applications for comment; however, the following application had been received subsequent to the meeting on 25 July 2017 but Members had not requested an extraordinary meeting to consider the application. The deadline date for observations was 25 August 2017.

17/3957N Land adjacent Hankelow Manor, Hankelow Lane
Variation of condition 2 on application 14/5608N – infill development of
Two x two-storey detached residential dwellings

93 THE WHITE LION PUBLIC HOUSE ACTION GROUP

It was reported that the Parish Council's Expression of Interest was submitted to Cheshire East Council on 21 August 2017 and this would now trigger the 6-month moratorium period which would conclude on 24 January 2018.

This meeting was an opportunity for the Action Group to report progress and to advise the Parish Council if it planned to re-form itself into a group which could be regarded as eligible. A group could not be an unincorporated collection of local people or a neighbourhood planning forum. Under the Regulations, eligible groups were:

- Parish Council in whose area the asset lies.
- A body with a local connection which is constituted in one of the following ways:
 - A company limited by guarantee
 - An Industrial or Provident society
 - A Community Interest Company (CIC)
 - Any other body which is registered as a charity including a Charitable Incorporated Organisation

The White Lion Action Group had not met recently, and it was agreed that this item be deferred to a future meeting.

94 CONSULTATION – CEC LOCAL FLOOD RISK MANAGEMENT

The Parish Council was invited to comment on CEC's Local Flood Risk Management Strategy. Comments were requested by 27 September 2017.

This had been issued to Members on 16 August to allow sufficient time to consider the document.

RESOLVED: That no observations be made in respect of Cheshire East Council's Flood Risk Management Strategy.

95 SHARED INFORMATION

Parish Councillors were invited to share information which was not available at the time of publication of the agenda. This was also an opportunity for Councillor Rachel Bailey, the Ward Councillor, to report on Cheshire East Council matters of interest; and for Parish Councillors who were appointed as representatives on outside bodies to report on any recent meetings.

- Councillor Bailey made reference to the recent closure of Brookfield Golf Club which was to be the subject of a planning application.

The population of the village was increasing as a result of the developments currently taking place and the loss of not only The White Lion as a sociable gathering place, but also Brookfield Golf Club would leave a significant void in the village. Members expressed their profound disappointment at the loss of these two facilities.

- Councillor Bailey reported on the CEC scheme for the regeneration of Crewe; and stated that the CEC budget for 2017-2018 would balance.

96 DATE OF NEXT MEETING

6 November 2017

97 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 owing to the confidential nature of the business to be transacted and the public interest would not be served in disclosing that information.

98 CLERK’S CONTRACT OF EMPLOYMENT

As part of the audit of the accounts for 2016-2017, the Internal Auditor recommended that the Clerk be issued with a contract of employment. A draft contract, which was based on the National Association of Local Councils’ Model Contract was submitted.

RESOLVED: That the contract of employment for the Clerk be approved, without amendment.

(Noted: In due course a copy would be signed by the Chairman and Clerk.)

Draft

.....Chairman

The meeting commenced at 7.40 pm and concluded at 8.55 pm