

**MINUTES OF THE ANNUAL MEETING OF HANKELOW PARISH COUNCIL  
HELD AT HANKELOW METHODIST CHAPEL, HANKELOW ON 7 MAY 2019**

<b>PRESENT:</b>	Councillor G Foster      Chair  Councillor I Jones Councillor A Lee Councillor D Smith
<b>IN ATTENDANCE:</b>	Seven members of the public, including Mr J Durrant, Chair of the Neighbourhood Plan Steering Group
<b>APOLOGIES</b>	Councillor C Fitzsimons

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**PART 1 – ANNUAL COUNCIL BUSINESS**

**1      ELECTION OF CHAIR**

The Parish Council was asked to elect a Chair to serve until the next Annual Meeting.

**RESOLVED:** That Councillor G Foster be elected as Chair to serve until the next Annual Meeting.

(Note: Councillor Foster signed a Declaration of Acceptance of Office).

**2      ELECTION OF VICE-CHAIR**

The Parish Council was asked to elect a Vice-Chair to serve until the next Annual Meeting.

**RESOLVED:** That Councillor I Jones be elected Vice-Chair to serve until the next Annual Meeting.

(Note: Councillor Jones signed a Declaration of Acceptance of Office).

**3      APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor C Fitzsimons.

**4      DECLARATION OF INTEREST**

Members who were either directors or other category of persons who had shares in the White Lion Community Pub Ltd. had a disclosable pecuniary interest in this item. Councillor Smith was invited to complete an application for dispensation, to be submitted to the Clerk prior to the meeting, and the Parish Council was asked to consider the request.

**RESOLVED:** That a dispensation be granted under S.33 of the Localism Act 2011 to Councillor Smith in respect of the White Lion Community Pub Ltd. on the basis that, having regard to all the relevant circumstances, the Parish Council considers that in the absence of the dispensation the number of persons prohibited from participating in discussion on the White Lion Community Pub Ltd. would be so great a proportion of the Council as to impede the transaction of the business.

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.

Councillors G Foster, A Lee, I Jones and D Smith each declared an interest in agenda item 12 (White Lion Community Pub Ltd) on the basis that they were shareholders in the company.

No other declarations were made at this point in the proceedings.

## 5 MINUTES

**RESOLVED:** That the Minutes of the meeting held on 4 March 2019 be approved as a correct record.

## 6 FINANCIAL MATTERS

### 6.1 Annual Governance and Accountability Return 2018-2019 (AGAR)

**RESOLVED:** The Annual Governance and Accountability Return (Part 2) was approved by the Parish Council, subject to any amendments that may be necessary following the Internal Audit.

### 6.2 Audit Regulations

6.2.1 With effect from the financial year 2017-18, the legislation had changed for Councils whose turnover is less than £25,000; those councils are able to opt out of an external audit. The Parish Council was asked to consider declaring itself exempt from external audit for the accounting period 2018-19.

6.2.2 In accordance with Paragraph 2.2 of the Financial Regulations, members noted that *"on a regular basis, at least once in each quarter, and at each financial year end, a member other than the Chairman (for 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 the verification. This activity shall, on conclusion be reported, including any exceptions, to and noted by the Council."* To ensure compliance with the Financial Regulations, members considered the appointment of a Parish Councillor to undertake this activity.

### **RESOLVED:**

- (i) That the Parish Council declare itself exempt from the requirement to submit to external audit with effect from the accounting period 2018-2019.
- (ii) That Councillor D Smith be appointed to verify bank reconciliations and review cheque book transactions produced by the RFO; and
- (iii) That the Clerk write to the Parish Council's bankers requesting that duplicate bank statements be forwarded to Councillor Smith, as a matter of routine.

### 6.3 Exercise of Public Rights

As the Parish Council had declared itself exempt from external audit, the accounts would be published on the Council's website and in the notice-board but would not be submitted for external audit. The exercise of public rights is from Monday, 17 June 2019 to Friday, 26 July 2019 and a notice will be displayed in the notice-board and uploaded on the website on 16 June 2019.

## 7 FIXED ASSET LIST

The Parish Council considered the list of fixed assets 2018-19 which detailed fixed assets in its possession on 31 March 2019, with a total value of £25,397.

**RESOLVED:** That the fixed asset list be approved.

**8 APPOINTMENT TO OUTSIDE BODIES**

**8.1 Outside Bodies**

The Parish Council was invited to appoint a representative to the Audlem Burial Board

**RESOLVED:** That Councillor G Foster be appointed to the Audlem Burial Board.

**8.2 Neighbourhood Plan Steering Group**

The Parish Council was invited to re-appoint members to the Neighbourhood Plan Steering Group and to review the Terms of Reference for the Group.

**RESOLVED:** (a) That Councillor C Fitzsimons be appointed to the Neighbourhood Plan Steering Group; and

(b) That the terms of the Steering Group be approved; and

(c) John Durrant to contact the existing Steering Group members to confirm their continued participation on the Group

**8.3 ChALC Meetings**

The Parish Council was invited to appoint a representative to attend ChALC meetings, as and when required.

**RESOLVED:** That Councillors D Smith and C Fitzsimons be appointed as representatives to attend ChALC meetings on alternate dates.

**9 CALENDAR OF MEETINGS – 2019-20**

**RESOLVED:** That the calendar of meetings for 2019-20 be approved.

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**PART 2 – ORDINARY PARISH COUNCIL BUSINESS**

**10 PUBLIC QUESTION TIME**

There were no questions from members of the public.

**11 AUTHORISATION OF PAYMENTS**

**RESOLVED:** That the following payments be authorised:

£285.60	Came and Company – insurance renewal with effect from 1 June 2019. Note that since this renewal was authorised, the Parish Council has been advised that the renewal amount is £294.17 (the amount specified is last year's premium) and the Clerk has made arrangements for an additional £8.57 to be paid to ensure the premium applies from 1 June 2019.
£72.00	T P Jones and Co (Payroll Service).
£73.44	Cheshire Association of Local Councils affiliation fee 2019-20

12 **PLANNING MATTERS**

**12.1 Planning Applications**

**19/2029N – PROPOSED EXTENSIONS AND ALTERATIONS  
THE WHITE LION, AUDLEM ROAD, HANKELOW**

**RESOLVED:** That the following comments be submitted to Cheshire East Council in respect of planning application No. 19/2029N:

The Parish Council is supportive of the planning application that has been proposed as the application falls within the priorities identified within Cheshire East's own Local Plan, as follows:

1. **Strategic Priority 2 is to maintain settlements as sustainable communities and Policy SD1 sets out the details:**

- Attempts should be made to meet local community needs
- To provide local jobs
- To promote well-being, social cohesion and integration.

There are suggested minimum distances to services such as a "local meeting place/community centre" and to a "public house". The White Lion Public House will be promoted as a focal point for community group meetings and for local activities to take place.

2. **Policy EG2 – Rural Economy**

This Policy includes as priorities:

- To provide employment opportunities
- To create rural tourism facilities
- To expand business opportunities
- To retain community services such as shops, pubs and village halls.

Of particular note:

1. When The White Lion Pub was proposed to be demolished, the application for demolition was refused.
2. When the local community has been consulted over The White Lion Pub through the neighbourhood plan questionnaire, there has been a strong level of support for a community centre and, more specifically, the restoration of the pub has attracted local community funds to secure its future.

3. **Policy SE7 – Historic Environment**

This Policy includes the preservation of buildings of "local distinctiveness". It is worth pointing out that CE has designated The White Lion as an "asset of community value". The pub occupies the most prominent site in the village overlooking the village green.

**19/2099N – OUTLINE APPLICATION FOR CLASSIC CAR SHOWROOM  
LAND ADJACENT TO THE WHITE LION PUBLIC HOUSE, AUDLEM ROAD, HANKELOW.**

**RESOLVED:** That the following comments be submitted to Cheshire East Council in respect of planning application No. 19/2099N:

The Parish Council is supportive of this application in principle. Based upon the information submitted in this outline planning application, the Parish Council considers that the application provides business and employment opportunity to the rural economy.

The Parish Council is aware that this planning application and application No 19/2029N (Proposed Extensions and Alterations, The White Lion Pub) have been prepared following

consultation between the pub company and Memory Lane Classics seeking to ensure that the two buildings on the same site will be harmonious in scale and architecture. Consequently, the two projects, when completed, will work together to ensure mutual benefit.

However, the Parish Council reserves its position on this outline planning application until such time as a more detailed proposal is submitted on which the Parish Council can submit its final comments and determination.

**13. NEIGHBOURHOOD PLAN UPDATE**

Mr John Durrant, Chair of the Neighbourhood Plan Steering Group, had provided an update on the activities of the Group. A copy of the Neighbourhood Plan Steering Group Report is attached to the Minutes.

**14. DIGITAL ARCHIVE RECORDS**

It had previously been noted that there were a large number of old photographs of Hankelow and the Parish Council considered whether there was some form of public repository in which the photographs could be stored. It was determined that Cheshire Archives have a facility to store local information.

**RESOLVED:** That, in the first instance, John Durrant contact Cheshire Archives to see whether the storage of historic photographic information was a possibility.

**15. SHARED INFORMATION**

The Parish Council considered a request from a resident, Mr N Young, to remove the weeds from around the duck house on the island in the middle of Hankelow duck pond and to refurbish the duck house with a coat of paint and any minor repairs needed.

**RESOLVED:** The Clerk write to Mr Young to advise that due to nesting birds around the duck pond it was not possible to undertake this work at the current time but that the work would be undertaken in the Autumn.

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

**17. CLERK'S APPOINTMENT**

Members signed various letters to the bank associated with the appointment of the new Clerk, Paula Cottrell, with effect from 1 March 2019.

.....Chair

The meeting commenced at 7.55 pm and concluded at 8.55pm