

# HANKELow PARISH COUNCIL

www.hankelow.eu

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Parish Councillors are summoned to the Annual Meeting of the Parish Council

The meeting will commence at the conclusion of the Annual Parish Meeting.

**DATE: MONDAY 13 MAY 2013**

**TIME: 7.30 PM (or on the later rising of the Parish Meeting)**

**VENUE: SCHOOL ROOM, HANKELow METHODIST CHAPEL**



Signed: \_\_\_\_\_

Date of Issue: 7 May 2013

**Note:** Prior to the start of the meeting, members of the public will be able to address the Parish Council.

## A G E N D A

### 1 ELECTION OF CHAIRMAN

- 1.1 To elect a Chairman to serve until the Annual Meeting in 2014.
- 1.2 The Chairman will sign a Declaration of Acceptance of Office, following which the newly-elected Chairman will chair the meeting.

### 2 ELECTION OF VICE-CHAIRMAN

- 2.1 To elect a Vice-Chairman to serve until the Annual Meeting in 2014.
- 2.2 The Vice-Chairman will sign a Declaration of Acceptance of Office.

### 3 APOLOGIES FOR ABSENCE

### 4 DECLARATIONS OF INTEREST

Members to declare any non-pecuniary or disclosable pecuniary interest which they have 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.

To: Councillors G Foster (Chairman), C Ainley, G Cope, I Jones and A Lee

Copy: Borough Councillor R A Bailey

Whilst the Clerk can advise on the Code of Conduct and its interpretation, the decision to declare, or not, is the responsibility of the Parish Councillor, based on the particular circumstances.

## 5 MINUTES

- 5.1 To approve as a correct record, the Minutes of the Meeting held on 4 March 2013. ...
- 5.2 To receive the Minutes of the Annual Parish Council meeting held on 14 May 2012. These were approved at the July 2012 meeting and are not available electronically.

## 6 MATTERS ARISING (not detailed elsewhere on the agenda)

To consider any matters arising from the Minutes of the previous meeting.

### 6.1 Update on Road Sign “Old School Lane”

To report that the sign has been ordered by Cheshire East Highways and it is expected to be available in the near future. The Officer has been unable to give an indication of the date of installation.

## 7 FINANCIAL MATTERS

### 7.1 End-of-Year Accounts – 2012-2013

The Parish Council is asked to approve the accounts for the financial year 1 April 2012 – 31 March 2013. These will be submitted to the internal auditor after approval. The following documents are enclosed:

- Annual Return (copies of Sections 1 and 2 enclosed) ...

The Parish Council is asked to approve the accounts and to acknowledge its responsibility for ensuring a sound system of internal control. The Chairman will be asked to sign Sections 1 and 2 of the Annual Return on behalf of the Parish Council.

- Balance sheet to 31 March 2013 ...
- Assets List ...

The Parish Council is asked to review the assets list and make amendments as appropriate. The valuation placed on last year’s annual return was £11,250. The current schedule, taking account of the new interactive vehicle speed signs, amounts to £17,430. For this reason the assets box on the annual return has not yet been completed.

### 7.2 Authorisation of Payments

£tba	Mr I Jones – reimbursement for purchase of battery charger for the Mini 300 speed control signs
£100.00	Payable to the Chairman (S.15(5) of the LGA 1972)
£65.10	Cheshire Association of Local Councils – annual affiliation fee
£140.00	The Food Store - duck feed – annual fee
£65.00	HM Revenue & Customs – tax on the Clerk’s salary for the first quarter of the new tax year.
£105.00	Mrs C M Jones. Reimbursement for payment of £40 to Hibberts LLP (re. registration of the Village Green) and £65.00 for an underpayment of tax in the tax year 2012-2013.

## 8 ANNUAL REPORT

To receive a draft Annual Report for the period 2012-2013. The report outlines the activities of the Parish Council during the last year. This also features as an item on the agenda for the Parish Meeting.

**9 SPEED WATCH**

The Parish Council is invited to consider the use of the data which is downloaded from the new Mini 300 speed control signs.

**10 APPOINTMENT TO OUTSIDE BODIES**

The Parish Council is invited to appoint a representative(s) to the following outside bodies.

- Audlem Burial Board
- Cheshire Association of Local Councils (various meetings)  
There are several meetings throughout the year.
- Police Cluster meetings
- Nantwich Local Area Partnership
- Town and Parish Councils Annual Conference  
(organised by Cheshire East Council)

**11 CALENDAR OF MEETINGS – 2013-2014**

To approve a calendar of meetings for the next municipal year. ...

**12 CHESHIRE COMMUNITY ACTION – COMMUNITY PRIDE COMPETITION**

To consider arrangements for the Community Pride Competition.

**13 PLANNING**

**13.1 The Local Plan**

Cheshire East Council is conducting the next consultation stage of the Local Plan. A document entitled “Possible Additional Sites proposed by Developer and Land Interests” has been issued. The consultation is to be carried out between 3 and 30 May 2013.

A site which has been identified in the plan identified is land at Audlem Road to the north of Audlem. The site is 5.53 hectares and the indicative proposal is for 95 new homes

**14 BOROUGH COUNCILLOR'S REPORT**

Borough Councillor Rachel Bailey to report on Cheshire East matters of interest.

**15 CORRESPONDENCE**

Cheshire East Council

- BBC Children-in-Need – Committee volunteers wanted
- Frequently-Asked-Questions – pot-holes

Cheshire Association of Local Councils

- NALC Update on Parish Council borrowing

**16 SHARED INFORMATION**

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

Note: Decisions cannot be taken under this item.

**17 DATE OF NEXT MEETING**

**1 July 2013**

**18 EXCLUSION OF PRESS AND PUBLIC**

The Parish Council is invited to **RESOLVE** 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, for the reasons given, and the public interest would not be served by disclosing the information.

**19 INSURANCE REVIEW**

The Parish Council's insurance premium is due for renewal on 1 June 2013. The Clerk has conducted an insurance review and sought two quotations, which, with the current provider, gives Members a choice of three.

With the exception of AON, the current provider, two of the companies have agreed that their quotations can be discussed in the open forum. However, as the current provider has not given such permission, it is suggested that in the interests of fairness, all three be discussed in the closed part of the meeting.

The decision made, and the quotation accepted will be reported in the Minutes.

**(Documents to follow under separate cover.)**