

**MINUTES OF A MEETING OF HANKELOW PARISH COUNCIL  
HELD ON 6 JULY 2020  
(REMOTE MEETING)**

**PRESENT:** Councillor G Foster Chair  
Councillor I Jones  
Councillor D Smith  
Councillor C Fitzsimons

**IN ATTENDANCE:** Councillor Rachel Bailey.

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Members of the Parish Council observed one minute's silence at the start of the meeting in remembrance of Councillor Tony Lee who had recently died.

**76. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**77. 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 business and in respect of disclosable interests to leave the meeting prior to the discussion of that item.

There were no declarations of interest.

**78. MINUTES OF THE MEETING HELD ON 2 MARCH 2020**

**RESOLVED:** The Minutes of the meeting held on 2 March 2020 were approved as a correct record.

**79. PUBLIC QUESTION TIME**

In accordance with the Parish Council's Standing Order No 1, members of the public were able to ask a question or to make a statement. No members of the public were in attendance at the remote meeting and no questions had been sent through to the Clerk prior to the meeting.

**80. INSURANCE COVER**

Members noted and ratified the action that had been taken in renewing the Parish Council's insurance and the three year term insurance arrangements.

## 81. FINANCIAL MATTERS

### 81.1 Annual Governance and Accountability Return 2019-20 (AGAR)

**RESOLVED:** The Annual Governance and Accountability Return (Part 2) was approved by the Parish Council.

### 81.2 Audit Regulations – Exemption from External Audit

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 2019-20.

**RESOLVED:** That the Parish Council declare itself exempt from the requirement to submit to external audit with effect from the accounting period 2019-20.

### 81.3 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 but would not be submitted for external audit. The exercise of public rights had been delayed to the coronavirus but needed to be displayed on or before 1 September 2020 for at least 30 working days. The Clerk to make the appropriate arrangements.

### 81.4 Fixed Assets List

The Parish Council considered the list of fixed assets 2019-20 which detailed fixed assets in its possession on 31 March 2020, with a total value of £25,717.

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

## 82. NOTICE OF CASUAL VACANCY

The Parish Council gave consideration to the casual vacancy that had arisen following the death of Tony Lee and took the decision to advertise the vacancy at this time. It was noted that, due to coronavirus, reference would need to be made in the advert to the fact that if an election were to be called it would not currently take place until May 2021. That means that there will be no one filling the vacancy until this time. However, if an election is not called, the Parish Council may take a decision to co-opt an applicant on to the Parish Council.

**RESOLVED:** That the Clerk draft the advert and forward to the Chair for placing on the noticeboard.

83. **PAYMENTS**

The Parish Council noted and ratified the payments that had been made since the last meeting as follows:

March-June	Payment of Clerk's salary	£275.52
5 April 2020	T P Jones, Payroll service	£ 72.00
6 April 2020	K Shenton, tree felling	£600.00
6 April 2020	HMRC, Tax on Clerk's salary	£138.00
28 May 2020	Came and Co – PC insurance	£290.64
28 May 2020	CHALC Subscription	£ 73.44

84. **RISK ASSESSMENT/MANAGEMENT STRATEGY**

The Parish Council is required to review its risk assessment/management arrangements annually. It is important that the Parish Council is able to demonstrate that it has effective risk management processes in place. The Risk Assessment/Management Strategy was considered and agreed.

**RESOLVED:** That the Strategy as presented be approved.

85. **LITTER BIN – LONGHILL LANE**

At the last meeting of the Parish Council, it was agreed that an additional litter bin be purchased to be located on the lay-by (on Longhill Lane between the junction with Monks Lane and Santosha Kennels) but it was considered important to check whether Cheshire East would empty the bin before a decision was taken to purchase another bin. The Clerk had checked with Cheshire East who had confirmed that they would empty the bin. It was noted that the share of the monies from the Clean Streets grant monies had now been allocated to the Parish Council (the shared contribution payment having been received from Audlem Parish Council)

**RESOLVED:** Councillor Smith to make the appropriate purchase arrangements for the new bin.

86. **Woodlands Trust – Planting of Trees**

The Parish Council had previously given consideration to the planting of trees around the Parish and it had been noted that the Woodlands Trust provided saplings and made recommendations on the most appropriate place for them to be planted.

**RESOLVED:** That Councillor Jones take responsibility for completing the application to the Woodlands Trust on behalf of the Parish Council.

**87. CALENDAR OF MEETINGS**

The calendar of Parish Council meetings for the remainder of 2020-21 were approved.

**88. UPDATE REPORT ON HANKELOW NEIGHBOURHOOD PLAN**

The Parish Council noted the update report provided by John Durrant on progress with the Neighbourhood Plan.

**89. SHARED INFORMATION**

Councillor Rachel Bailey attended the meeting and provided an update on Cheshire East activities at this time.

The Parish Council recorded its thanks to ADCA and Roger Milne for the hard work and effort that they had shown within the parish and the surrounding areas during the coronavirus. It was agreed that the Parish Council would further consider at its next meeting how they may wish to show their appreciation for the work of ADCA and all the individuals who have helped during this time.

**90. DATE OF NEXT MEETING**

Monday, 7 September 2020 at 7.30pm.

.....Chair

The meeting commenced at 7.30 pm and closed at 9.00pm