

HANKELow PARISH COUNCIL

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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

MEETING OF THE PARISH COUNCIL

DATE: TUESDAY, 7 MAY 2024

TIME: 7.45 pm (or on the later rising of the Parish Meeting)

VENUE: HANKELow METHODIST CHAPEL
HANKELow

16 April 2024

To: Members of the Parish Council
G Foster (Chair), C Cope (Vice-Chair), I Jones, A Bellinger, T Muxlow, L Adams, I Parker

cc: Cheshire East Ward Councillor Rachel Bailey

NOTES FOR MEMBERS OF THE PUBLIC

Following adoption of Standing Orders (for the Regulation of Proceedings) at the meeting held on 2 July 2018, the Parish Council will no longer hold an informal forum prior to the start of the meeting.

The Standing Orders now provide for members of the public to raise issues under agenda item 4. A note of the subject heading of the issues raised will be included in the minutes, together with a note of any action to be taken by the Clerk.

Members of the public are encouraged to print off their own copies of the agenda from the village website (www.hankelowparishcouncil.org).

AGENDA

PART 1 – ANNUAL COUNCIL BUSINESS

1 ELECTION OF CHAIR

- 1.1 To elect a Chair to serve until the Annual Meeting in 2025.

1.2 The Chair will sign a Declaration of Acceptance of Office, following which the newly-elected Chair will chair the meeting.

2 ELECTION OF VICE-CHAIR

2.1 To elect a Vice-Chair to serve until the Annual Meeting in 2025.

2.2 The Vice-Chair 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.

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.

Members who are either directors or other category of persons who have shares in The White Lion Community Pub Ltd. are reminded that they have a disclosable pecuniary interest when The White Lion is referenced during a meeting.

5 MINUTES

To approve as a correct record, the Minutes of the Meeting held on 4 March 2024 and the Extra-Ordinary Meeting held on 9 April 2024.

6 FINANCIAL MATTERS

6.1 Audit Regulations

The Parish Council is asked to approve the accounts for 2023-24.

The Parish Council is asked to receive the Annual Internal Audit Report for the financial year 2023-24 and agree any actions required.

The Audit Regulations for this year are as follows:

(a) The AGAR must be approved and published before Monday 1 July 2024 at the latest.

- (b) The Parish Council must inform the electorate of a single period of 30 working days during which public rights may be exercised. This information must be published at least the day before the inspection period commences.
- (c) The inspection period must include the first 10 working days of July 2023.
- (d) A wet signature is still a requirement for the Annual Governance and Accountability Return

6.2 Accounts for Approval

- (a) To receive and approve the Annual Governance and Accountability Return (AGAR) Statement.

Page 3 is the Certificate of Exemption and the Parish Council is asked to confirm that it wishes to be regarded as exempt from external audit on the basis that its annual gross income is less than £25,000.

- (b) To receive and approve a copy of the ledger for 2023-24 showing the expenditure for the year.
- (c) To receive and approve the Fixed Assets List.

6.3 Annual Governance and Accountability Return 2023-24 (AGAR)

The AGAR must be approved in a specific order.

- Section 1 first (the Annual Governance Statement) and, secondly
- Section 2 (Accounting Statement)

The Minute numbers must demonstrate that they were considered in the correct order.

7 RISK MANAGEMENT PLAN

The Parish Council is asked to consider and approve the Risk Management Plan.

8 APPOINTMENT TO OUTSIDE BODIES/COMMITTEES

8.1 Outside Bodies

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

8.2 ChALC Meetings

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

9 REPORTS FROM LOCAL COMMUNITY GROUPS

- 9.1 Hankelow Amenities Group
- 9.2 Warm Spaces Hub

9 CALENDAR OF MEETINGS – 2024-25

The Parish Council is asked to approve the enclosed calendar of meetings for 2024-25

PART 2 – ORDINARY PARISH COUNCIL BUSINESS

10 PUBLIC QUESTION TIME

In accordance with the Parish Council’s Standing Order No. 1, members of the public are able to ask a question or to make a statement.

Each member of the public is entitled to ask one question or make a statement. Questions or statements must be addressed to the Parish Council as a whole and not to individual parish councillors.

11 MATTERS ARISING

To receive updates on any matters arising from the Minutes of the last meeting held on 4th March 2024 not elsewhere covered on the agenda.

Update on the speed camera battery replacement.

12 WHITE LION – DRAIN UPDATE

To receive an update on The White Lion drainage issues.

13 VILLAGE GREEN SUB-COMMITTEE UPDATE

To receive an update on activities undertaken by the Village Green Sub-Committee set up on 4th March 2024.

14 FINANCIAL MATTERS

14.1 Authorisation of Payments

Chris Cope	Defibrillator Replacements	£352.80	Cheque No. 639
TP Jones & Co LLP	Payroll Services	£79.20	Cheque No. 640

15 PLANNING MATTERS

To consider and resolve to agree the response to planning applications notified by Cheshire East Council.

16 TO RECEIVE A REPORT FROM THE CHESHIRE EAST BOROUGH COUNCILLOR

17 (ALL) MEMBERS REPORTS TO RAISE TO COUNCIL. (FORMERLY AOB)

18 DATE OF NEXT MEETING

1 July 2024, subject to the approval of the calendar at item 9. above.