

HASSALL PARISH COUNCIL ANNUAL GENERAL MEETING
HELD TUESDAY 9th MAY 2017, SANDBACH LIBRARY
(FOLLOWING ON FROM THE ANNUAL PARISH MEETING)

PRESENT Cllr Eric. Smith (Chairman) Cllr J Stark (Vice chairman)
 Cllr R. Price Cllr G. Whitmarsh
 Cheshire East Councillor John Wray
 Clerk to the Council: Mrs S. Davies
 Members of the Public

1. APOLOGIES FOR ABSENCE

None

2. DECLARATIONS OF INTEREST

None

3. NOMINATIONS FOR AND ELECTION OF A CHAIRMAN TO SERVE UNTIL MAY 2018

Cllr Janie Stark was nominated by Cllr Eric Smith and seconded by Cllr Roy Price. There were no other nominations.

Resolved: Cllr Stark was elected as Chairman to serve until May 2018.

4. NOMINATIONS FOR AND ELECTION OF A VICE-CHAIRMAN TO SERVE UNTIL MAY 2018

Cllr Eric Smith was nominated by Cllr Janie Stark and seconded by Cllr Roy Price. There were no other nominations.

Resolved: Cllr Eric Smith was elected as Vice-Chairman to serve until May 2018.

5. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING OF 14th MARCH 2017

The minutes of the meeting of 14th March 2017 were approved as a correct record by members present.

6. VACANCIES -RESIGNATION OF CLLR EILEEN SMITH AND DISCUSSION REGARDING THE RESPONSES TO THE LETTER DELIVERED TO ALL HOUSEHOLDS

It was agreed that Cllr Eileen Smith should be bought some flowers as a thank you.

It was noted that there has been some interest in the vacancies and the clerk has collected contact details.

7. MATTERS ARISING FROM THE PREVIOUS MEETING ON THE 14th MARCH 2017

7.1 Speed Restrictions for Day Green

The clerk provided an update provided by Simon Wallace of Cheshire East Highways. The traffic survey has not yet been completed.

7.2 Replacement of Perspex in the Parish Board

It was reported that the Perspex has now been placed in the noticeboard.

7.3 Update on the Cheshire Railings.

The clerk circulated a report that she has begun. It was agreed that the clerk should complete the report and write to Cheshire East Highways to clarify the situation.

Action: The clerk to progress

7.4 Drain and Gully Problems in the Parish

Cllr Price has been trying to log the gullies but this has proved a mammoth task. It was questioned if the interactive mapping used by Cheshire East shows the drains and gullies. It was agreed that a letter be written to Cheshire East.

Action: Cllr Price, Cllr Stark and the Clerk to progress

7.5 Parish Council Logo

Cllr Eric Smith reported that the LOGO is now in use. It was agreed that an explanation of the pictures used be written for the website.

Action: Cllr Smith and the Clerk.

8. ENVIRONMENTAL ISSUES

8.1 Bulb planting

Deferred

8.2 Tree Planting in the parish

Deferred

8.3 Tree Charter – to decide whether to sign up

Deferred

8.4 Other ideas for environmental improvement

Deferred

9. TO REVIEW THE CLERK'S PAY AND HOURS

Resolved: It was resolved that the Clerk's pay be increased to 14 hours a month which includes one hour a month to maintain the website. It was further resolved that the pay be increased in line with NALC guidelines for her pay scale. (SP18)

10. FINANCIAL MATTERS

10.1 Transparency Fund

The Clerk reported that the application to the Transparency Fund had been successful with funding received to allow the Clerk time to bring the website up to working order.

It was agreed that a further application be submitted to claim the costs of the Clerk's hour a month maintaining the website during 2017/2018.

Action: The Clerk to progress the application.

10.2 Internal Audit Update

The clerk updated the Council and informed that the accounts are due to be deposited with the internal auditor the following day.

10.3 To approve the Asset Register dated 31st March 2017

The clerk circulated the Asset Register dated 31st March 2017.

Resolved: It was resolved to approve the Asset Register as a correct record of the Assets.

10.4 To receive and approve the Financial Report for the 2016/2017 financial year.

The clerk presented the Financial Report and Summary dated 31st March 2017.

Resolved: To approve the Financial Report.

10.5 To receive and approve the Annual Governance Statement for the 2016/2017 Financial Year.

The Annual Governance Statement for the 2016/2017 Financial Year was reviewed by the Council and was duly signed by the Chair and Clerk.

Resolved: To approve the completed Annual Governance Statement.

10.6 To receive and approve the Accounting Statement for the 2016/2017 financial year.

The Accounting Statement for the 2016/2017 Financial Year was reviewed by the Council and was duly signed by the Chair and clerk/RFO.

Resolved: To approve the completed Annual Governance Statement.

10.7 To approve Payments and Receipts

The clerk presented the payments and receipts (from April 1st, 2017). These are shown in Appendix 1.

11. To review the Standing Orders and write Financial Regulations

It was agreed that a draft of the financial regulations be drawn up by the clerk in consultation with Cllr Stark. It was further agreed that subsequent to this, the Standing Orders be reviewed.

12. PLANNING APPLICATIONS

17/0044C Creation of a garden Room from Existing Porch, 1, Day Green Cottages, Hassall Road, CW11 4XU

Approved with conditions

13. ITEMS OF INTEREST FROM PARISH MEMBERS AND FROM CHESHIRE EAST CLLR WRAY

Items raised were:

- Cllr Wray informed of the Organic Food Waste review.
- Cllr Wray informed of the sign cleaning program and that Hassall Parish Council should receive notification.

14. ITEMS OF CORRESPONDENCE

The clerk informed the Council of various correspondence including:

- The current bus service review

DATE OF NEXT MEETING: 11th July 2017

The meeting concluded at 9:00

Chairman: Cllr Janie Stark

Appendix 1

Hassall Parish Council - Payments and Receipts

Annual General Meeting of the 9th May 2017

Receipts since 1st April 2017

HASSALL PARISH COUNCIL - RECEIPTS April 2017 TO 31st MARCH 2018								
Minute Reference	Date	Type of Transaction	Received From	Details	Total Amount	Precept	VAT reclaims	Grant Money (other than NP)
	05/04/2017	BACS	Cheshire East Council	1st Installment of the Precept	£2,000	£2,000		
	26/04/2017	BACS	HMRC	VAT reclaim up to March 2016	131.34		131.34	
TOTAL					2131.34	2000	£131	0

Payments to be approved:

Date	Type of Transaction	Cheque Number	Recipient	Details	Total Amount	VAT	Net Amount
09/05/2017	Cheque	100350	ChALC	Annual Affiliation	£78.40	£0.00	£78.40
09/05/2017	Cheque	100351	Shire Pay Services	Q1 payroll + HMRC set-up	£31.50	£0.00	£31.50
09/05/2017	Cheque	100352	ChALC	Training - clerk Powers and precept course	£35.00	£0.00	£35.00
09/05/2017	Cheque	100353	Sue Davies	Reimbursement of Ink Cartridges	£38.40	£6.40	£32.00
09/05/2017	Cheque	100353	Sue Davies	paper	£4.80	£0.80	£4.00