

HASSALL PARISH COUNCIL MEETING
HELD TUESDAY 8th AUGUST 2017, SANDBACH LIBRARY

PRESENT Cllr J Stark (Vice chairman) Cllr Eric. Smith (Vice-Chairman)
Cllr G. Whitmarsh
Cheshire East Councillor John Wray
Clerk to the Council: Mrs S. Davies
To be co-opted: Mr Richard Holt; Mr Graham Garner

1. APOLOGIES FOR ABSENCE

Cllr R Price.

2. DECLARATIONS OF INTEREST

None

3. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE ANNUAL GENERAL MEETING OF 9th MAY 2017

The minutes of the meeting of 9th May 2017 were approved as a correct record by members present.

4. VACANCIES:

4.1 Introductions of the Candidates

Each candidate introduced themselves to the Council. Since there were two candidates present and three vacancies, there was no selection process required. The Council introduced themselves to the candidates.

4.2 To co-opt Mr Richard Holt

Resolved: The Council resolved to co-opt Mr. Richard Holt.

Mr. Holt signed his Office of Acceptance in the presence of the Clerk.

4.3 To co-opt Mr. Graham Warner

Resolved: The Council resolved to co-opt Mr. Graham Warner.

Mr. Warner signed his office of Acceptance in the presence of the Clerk.

5. MATTERS ARISING FROM THE PREVIOUS MEETING ON THE 9th May 2017

5.1 Speed Mitigation Measures for Day Green

The clerk provided an update provided by Simon Wallace of Cheshire East Highways. The traffic survey results were presented and it was felt that further information is required. Questions were raised relating to the promised work to mitigate the speed of traffic.

Action: The clerk to draft a letter to Cheshire East Highways.

6. CLOSURE OF THE MOTORWAY BRIDGE ACROSS ALSAGER ROAD AND THE SALT LINE INCLUDING THE LACK OF COMMUNICATION

Disappointment was expressed regarding the lack of communication between Highways England and the Parish Council regarding the closure of the motorway bridge for a duration of eight months especially given the impact to many of Hassall Parish's residents. It was noted that residents have received letters.

7. AN INVITATION TO A MEETING WITH CHESHIRE EAST HIGHWAYS

The clerk informed that Cheshire East Highways representatives have offered to attend the meeting of 14th November 2017. A list of topics to be discussed needs providing beforehand.

8. FINANCIAL MATTERS

8.1 Results of the Internal Audit

The results of the Internal Audit were presented to the Council and the clerk outlined how each issue could be resolved. The drafting of Financial Regulations was considered paramount. The budget requires more regular review and the Council's reserves need to be reviewed. Questions were also raised regarding the level of reserves (this will be put on to the September agenda for review and allocation).

8.2 Query from the External Auditor and response

Queries from the external auditor have been received:

An explanation in the decrease in staff costs between 2015/2016 and 2016/2017 was supplied. The decrease is predominantly due to the previous clerk being paid for the period October 2014 to March 2015 during the 2015/2016 tax year.

The external auditor also asked for an explanation of the money held in reserve. The clerk responded that £2000 was held for an unexpected election, £2000 for a potential SID purchase and £1000 for environmental work (lengthsman).

8.3 To review the Council's bank mandate with HSBC

The mandate was discussed. It was resolved to renew the mandate to include the clerk and all parish councillors as bank signatories.

8.4 To approve Payments and Receipts and the spending against budget to date

The clerk presented the payments and receipts since the last meeting of the 9th May. These are shown in Appendix 1.

Resolved: Payments and receipts were approved by those present.

9. TRAINING REQUIREMENTS

Induction 4th October evening Congleton

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

Items raised were:

- Cllr Whitmarsh – raised regarding the verges and gullies in Day Green
- Cllr Holt – raised the issue of a blocked gully
- Gritting – Cllr Whitmarsh raised that with the increase of traffic on Roughwood Lane, that the hill up to the junction should be added to the gritting schedule.

Action: the clerk to write to Cheshire East Highways.

11. ITEMS OF CORRESPONDENCE

The clerk informed the Council of various correspondence including:

- Janie raised a letter regarding broadband provision broadband – Cllr Holt has heard of some update but may only be to the box. It was agreed that the issue should be on the agenda for next time.

- The clerk informed of a meeting on the 26th September, 7:30pm, Brereton Primary School for Brereton Rural Parishes to meet Sergeant Claire Lloyd. It was agreed that Mr. Graham Warner and the clerk attend.
- A request has been received for a donation to the Air Ambulance Service and it was agreed that this be put on the agenda for the following month.
- The clerk gave the date of the ChALC annual general meeting – Thursday, 19th October, 2017.

12. ITEMS FROM MEMBERS OF THE PUBLIC

None

13. DATE OF NEXT MEETING: 12th September 2017

The meeting concluded at 9:00

Chairman: Cllr Janie Stark

Appendix 1

HASSALL PARISH COUNCIL – FINANCES 8th AUGUST 2017

Payments 8th August 2017

20/07/2017	Cheque	100354	Insurance	Insurance premium	£257.60
08/08/2017	Cheque	100355	Sue Davies	Clerk pay quarter 1	£312.58
08/08/2107	Cheque	100356	HMRC	Clerk tax quarter 1	£78.00
08/08/2017	Cheque	100357	JDH Business Services	Internal Audit 2016/2017	£114.00
08/08/2017	Cheque	100358	S Davies	Leaving gift for E Smith	£17.50

Note the payment of 20/7/17 for the Insurance is retrospective

No income received since the previous meeting.

Spending against budget 2017/2018 to date (including payments above of the 8th August).

Item	2017/2018 Precept	2017/2018 Budget	2017/2018 Spending to 8 th August 2017	2017/2018 Variance (Percentage)
Administration:				
Hall Hire	£180.00	£180.00	£0.00	0.0
Insurance	£275.00	£275.00	£257.60	93.7
Stationery/ink/postage inc newsletter	£300.00	£300.00	£43.20	14.4
ChALC Membership	£90.00	£90.00	£78.40	87.1
Contribution to Clerk SLCC sub	£40.00	£40.00	£0.00	0.0
Website Costs/ domain/email	£200.00	£200.00	£0.00	0.0
Website development (grant received)	£0.00	£533.00	£0.00	0.0
Audit costs	£50.00	£50.00	£0.00	0.0
Staff Costs:				
Clerk's Salary and tax	£1,020.00	£1,020.00	£390.58	38.3
Payroll Costs	£50.00	£50.00	£31.50	63.0
Training Costs:	£100.00	£100.00	£35.00	35.00
Miscellaneous/Other	£250.00	£250.00	£17.50	7.00
Tree Planting				
Bulb planting				
Leaving gift for E Smith (S137)			£17.50	
Speed Indicator Device (SID)	£1,500.00	£1,500.00	£0.00	0.00
TOTAL	£4,055.00	£4,588.00	£853.78	

Bank Balance 30th June 2017 : £6828.24