

**MINUTES OF CHOLMONDESTON & WETTENHALL PARISH COUNCIL
ANNUAL MEETING HELD AT ST DAVIDS CHURCH ON 17TH MAY 2023**

PRESENT

Cllrs John Woodward (**JW**), Heather Pope (**HP**), and Philip Hollinshead (**PH**)

IN ATTENDANCE

Dr M Bailey (Parish Clerk) (**MB**)

Members of the public

PART ONE - ANNUAL PARISH COUNCIL BUSINESS

156. ELECTION OF CHAIR

Cllr John Woodward took the chair and asked for nominations for Chair up to the Annual Parish Council meeting in May 2024.

Members nominated and appointed Cllr John Woodward as Chair for the 2023/24 Council Year.

157. ELECTION OF VICE-CHAIR

The Chair asked for nominations for Vice-Chair up to the Annual Parish Council meeting in May 2024.

Members nominated and appointed Cllr Heather Pope as Vice-Chair for the 2023/24 Council Year.

158. APOLOGIES FOR ABSENCE

There were no apologies for absence.

159. DECLARATIONS OF INTEREST

There were no declarations of interests were made by Members at the meeting.

160. REGISTRATION OF INTERESTS

Parish Councillors were invited to complete their Registration of Members Interest forms following the recent council elections.

161. MINUTES – 22nd MARCH 2023 (PARISH COUNCIL MEETING)

The minutes of the Parish Council meeting held on 22nd March 2023 were presented to Members for approval.

The Council **RESOLVED** to approve the minutes.

162. MATTERS ARISING

The following matters were raised at the meeting from the above minutes.

- Neighbourhood Planning – Cllr Pope reported that she had spoken to Cllr Richard Strachan from Darnhall PC about the Neighbourhood Plan in Darnhall. It was reported that the Plan takes a lot of work and is seen as an ‘insurance policy’ against excessive development. The NP must be considered during the planning process. It was noted that quotes

could be gathered to do a NP, but the starting point is to gather a group of around 20 interested people. A NP must reflect CEC policies. It was agreed to look at other NPs elsewhere and to get information from CE Planning.

- Planning – it was reported that the application on land adjacent to Long Lane had been held up by surveys on the land, which may take around 12 months to complete.
- Former Boot and Slipper site – work is nearing its completion.

163. ELECTIONS – 4TH MAY 2023

Members noted the outcome of the 2023 Parish Council elections.

163.1 Local Election Results and Vacancies

Following the elections on 4th May 2023, three candidates were returned unopposed for Cholmondeston and Wettenhall Parish Council, leaving four vacancies on the council.

In response to this situation, the Parish Council agreed to co-opt interested individuals.

As a result, at the September 2023 meeting the Parish Council, anyone interested in being co-opted will be nominated and seconded by current parish councillors, after which a vote will be taken. The successful candidates will then each be asked to sign a Declaration of Acceptance of Office. In the meantime, these vacancies will be advertised.

In total, two candidates were elected for Cholmondeston and one for Wettenhall. This means there is one vacancy for Cholmondeston and three for Wettenhall.

163.2 Borough Council Elections

The Parish Council noted that Becky Posnett had been elected as the Borough Councillor for the ward of Bunbury on Cheshire East Council.

164. STANDING ORDERS

The Parish Council **APPROVED** the Council's Standing Orders for 2023/24.

165. FINANCIAL MATTERS

Members considered the following financial matters.

165.1 Appointment of Responsible Financial Officer

Members **APPROVED** the appointment of the Parish Clerk as RFO for the 2023/24 financial year.

165.2 Appointment of an Internal Auditor

Members **APPROVED** the appointment of John Edwards as the Internal Auditor for the 2023/24 financial year.

165.3 Ledger (1.4.22-31.3.23)

Members noted the ledger for the period 1.4.22-31.03.23.

165.4 Budget Monitoring Report (Quarter 4 – April 2022-Mar 2023)

Members noted the budget monitoring report for the fourth quarter of the 2022/23 financial year. Also attached was a summary of receipts and payments for the same period.

165.5 Assets Register 2022-23

Members noted the Assets Register for 2022/23.

165.6 Risk Assessment 2022-23

Members noted the risk assessment for 2022/23.

165.7 External Audit 2022-23 (AGAR)

Members considered the 2022-23 Annual Governance and Accounting Return (AGAR).

Members **APPROVED** the Annual Governance Statement and the Accounting Return.

Members **APPROVED** the Certificate of Exemption as applied to the 2022/23 External Audit process.

165.8 Payments for Authorisation

The following payments were presented to Members for approval.

Mark Bailey	£500.00 (Clerk Salary Apr-June 2023)
HMRC	£125.00 (Tax Months 1-3 2023/24)
ChALC	£127.65 (Membership 2023/24)
Shires Accountants	£61.80 (Submission of pension declaration)
Zurich Municipal	£175.80 (2023/24 Insurance Policy)

Members **RESOLVED** to approve these payments.

166. DATES OF MEETINGS

Members **AGREED** the following list of dates of meetings up to the next Annual Meeting of the Parish Council in 2024: -

20th September 2023

13th December 2023

20th March 2024

22nd May 2024 (Annual Meeting)

PART TWO – ORDINARY PARISH COUNCIL BUSINESS

167. PUBLIC FORUM

No issues were raised by members of the public present at the meeting.

168. BOROUGH COUNCILLORS REPORT

Cheshire East Councillor Becky Posnett attended to update the meeting on issues affecting Cheshire East Council. The following points were raised.

- Reported that she had been elected on 4th May 2023
- Looking to get along to as many parish council meetings as possible.
- Asked that any issues are emailed to her.

169. HIGHWAY MATTERS/SPEED WATCH

No further issues were raised – will ask that speed checking is done on the main road.

170. PLANNING MATTERS

No issues were raised by those present.

171. COMMUNICATION/SHARED INFORMATION

No issues were raised by those present.

172. DATE OF NEXT MEETING

Wednesday 20th September 2023 – 7.30pm – St David’s Church (subject to agreement of agenda item 11 above).

There being no further business the Chair declared the meeting closed 8.19pm.

Chair.....