

**CHOLMONDESTON & WETTENHALL PARISH COUNCIL
MINUTES OF MEETING HELD ON 26TH AUGUST 2020
WOODSIDE, DOUGLAS LANE, WETTENHALL CW7 4BH**

PRESENT

Cllrs Helen Moss (**HM**) (Chair), Philip Hollinshead (**PH**), Keith Gilby (**KB**), John Woodward (**JW**), Patrick Brunt (**PB**), and Heather Pope (**HP**)

IN ATTENDANCE

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

1. APOLOGIES

There were no apologies received.

2. MATTERS ARISING FROM MINUTES OF MEETINGS AND APPROVAL OF MINUTES (FROM 26/02/2020)

There were no matters arising from the minutes of the previous meeting held on 26th February 2020 and the minutes were approved and signed by the Chair.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. PUBLIC OPEN FORUM

There were no members of the public present at the meeting.

5. TO RECEIVE AN UPDATE FROM BOROUGH COUNCILLOR

Cllr Pochin was not in attendance at the meeting and no update had been received.

6. ANNUAL ACCOUNTS 2019-20

The Parish Council considered the following items as part of the scrutiny of the annual accounts for 2019-20.

a. Ledger 2019-20 and Receipts and Payments 2019-20

Members noted the ledger and receipts/payments for 2019-20. In total, the Parish Council received £4,536 in receipts and spent a total of £2,186.

b. Internal Audit Report 2019-20

The Parish Council's Internal Auditor (John Edwards) completed the internal audit of the Parish Council's finances. One matter was identified in the report: -

- That a payment of £476.16 made to a former Clerk of the Parish Council had not been minuted as having been approved by the Council at a meeting. The auditor, nevertheless, was assured that the payment had been made legally and properly

c. External Audit 2019-20

The external audit process for 2019-20 was outlined by the Clerk including consideration of the Annual Governance and Accountability Return and the Certificate of Exemption. It was confirmed that the completed documents needed to be submitted to the External Auditor (PFK Littlejohn) by 31st August 2020 at the latest and needed to be posted on the Parish Council website.

d. Annual Governance Statement 2019-20

Members **APPROVED** the Annual Governance Statement 2019-20 after the completing the various parts of the document.

e. Annual Accounting Statements 2019-20

Members **APPROVED** the Annual Accounting Statements for the 2019-20 financial year.

f. Certificate of Exemption 2019-20

Given that the Parish Council's income/expenditure were both below £25,000 in 2019-20, the Council could submit a Certificate of Exemption and therefore exempt itself from a limited assurance review, Members **APPROVED** this document.

7. PUBLIC HIGHWAYS ISSUES

Several issues were raised at the meeting including: -

- **KG** reported that a sign limiting 7.5 tonne vehicles from going through the parish from Tarporley Road was being put in place on the day after the meeting
- **KG** reported that the Highways department had inspected Long Lane and a further inspection will take place in October 2020
- **KG** reported that local firms had installed warning signals on their vehicles to keep away from Long Lane and firms were avoiding the area
- **KG** reported issues with Highways in Feb/March 2020 when members of the public threatened to sue Cheshire East Council over damage caused by potholes
- **KG** reported that issues about highways should be reported on the Parish Council website
- **JW** reported issue about traffic going past early in the morning and suggested collaboration with Church Minshull Parish Council on this matter

8. UPDATED ON SPEEDING/SPEED WATCH

It was reported that no-one was doing this work and therefore KG/HP agreed to liaise on the matter.

9. PLANNING APPLICATIONS

The Parish Council had no applications to consider but noted the application made on The Granary (Eaton Road) – no objections.

10. PARISH CLERK RECRUITMENT

It was **AGREED** that the position would be advertised and would be shared with ChALC.

11. FINANCES

There were no items to consider, but it was noted that the Council has around £5,000 in the bank.

12. DATE OF NEXT MEETING

Wednesday 16th September 2020 – 7.30pm – agreed as the Annual Meeting (location at St David’s Church in Wettenhall).

13. ITEMS FOR INFORMATION AND DISCUSSION ONLY

The following items were raised under this agenda item: -

- It was agreed to include a ‘correspondence’ item on the next agenda
- Power cuts in the local area – **KG** reported that the company had agreed to come to a future Parish Council meeting so that the public can report issues
- Boot and Slipper site – it was reported that the builder was waiting for a planning certificate from Cheshire East Council

There being no further business the Chairman declared the meeting closed 20.50pm.

Chairman.....