

**MINUTES OF THE ANNUAL MEETING OF HANKELOW PARISH COUNCIL
HELD IN HANKELOW METHODIST CHAPEL SCHOOL ROOM, HANKELOW
ON 12 MAY 2015**

PRESENT: Councillor G Foster In the Chair

 Councillor C Ainley
 Councillor G Cope
 Councillor I Jones
 Councillor A Lee

Note: Having been elected to the office of parish councillor on 7 May 2015, each Member signed their Declaration of Acceptance of Office prior to the start of the meeting.

1 ELECTION OF CHAIRMAN

RESOLVED: That Councillor G Foster be elected Chairman of the Parish Council to serve until the next Annual Meeting.

2 ELECTION OF VICE-CHAIRMAN

RESOLVED: That Councillor G Cope be elected Vice-Chairman of the Parish Council to serve until the next Annual Meeting.

3 DECLARATIONS OF INTEREST

Members were invited to declare any non-pecuniary or disclosable pecuniary interest which they had 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.

No declarations were made.

4 MINUTES – 3 MARCH 2015

RESOLVED: That the Minutes of the Meeting held on 3 March 2015 be approved as a correct record and signed by the Chairman.

5 VACATION OF OFFICE THROUGH NON-ATTENDANCE (The 6-month rule)

Members were reminded that under S.85(1) of the Local Government Act 1972, “.... if a member of a local authority fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the authority, he shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the authority.”

The effect of this provision was that the Member automatically ceased to hold office as soon as the six-month period expired if that Member’s Council had not formally approved the councillor’s absence before that date.

A full explanation was provided on the agenda. It was also noted that the responsibility for ensuring that a member of council did not vacate his or her office through continuous failure to attend meetings rested entirely with the individual councillor.

6 ELECTIONS – 7 MAY 2015

6.1 Local Elections - Results

At the elections on 7 May 2015, there were five candidates for the five seats on the Parish Council, namely Colin Ainley, Geoff Cope, Gin Foster, Ian Jones and Tony Lee. All were returned unopposed.

6.2 Borough Council Elections

It was noted that Rachel Bailey had been re-elected as the Ward Councillor for Audlem.

7 FINANCIAL MATTERS

7.1 End-of-Year Accounts – 2014-2015

The Parish Council was asked to approve the accounts for the financial year 1 April 2014-2015 acknowledging its responsibility for ensuring a sound system of internal control. These would be submitted to the internal auditor after approval.

RESOLVED: That the accounts for 2014-2015 be approved.

7.2 Appointment of Internal Auditor – 2015-2016

The Parish Council was asked to approve the appointment of Allan Davenport as internal auditor for 2015-2016.

RESOLVED: That Allan Davenport be appointed as internal auditor for 2015-2016.

7.3 Authorisation of Payments

RESOLVED: That the following payments be authorised:

£65.28	Cheshire Association of Local Councils – annual affiliation fee
£25.00	Mrs C M Jones – reimbursement for fee to CCA for entry into the Community Pride Awards.
£45.02	Mr I Jones – reimbursement for materials for refurbishment of notice-board
£140.00	The Food Store - duck feed – annual fee
£65.00	HM Revenue & Customs – tax on the Clerk's salary for the first quarter of the new tax year.
£60.00	Thirsk Community Care – payroll service
£270.00	Hankelow Methodist Chapel – fee for hire of school-room for meetings 2014-2015

7.4 Insurance Arrangements

At the Annual Council meeting in May 2014, the Council agreed to a 3-year long-term agreement with Came & Company for insurance cover commencing 1 June 2014.

RESOLVED: That payment to Came & Company (payable to 'Broker Network') in the sum of £265.00 be approved.

8 APPOINTMENT TO OUTSIDE BODIES/COMMITTEES

8.1 Outside Bodies

The Parish Council was invited to appoint representatives to outside bodies.

RESOLVED: That appointments be made as follows:

- Audlem Burial Board
Councillor G Foster
- Audlem Public Hall Annexe Committee
Malcolm Lees who had been appointed in July 2014 as a trustee.
- Cheshire Association of Local Councils – Crewe & Nantwich Area Meetings.
Councillor G Foster

- Police Cluster meetings
Councillor C Ainley

8.2 Neighbourhood Plan Steering Group

The Parish Council was invited to appoint members to the Steering Group.

RESOLVED: That Councillors G Foster, I Jones and A Lee be appointed as the Parish Council Members of the Neighbourhood Plan Steering Group. (The Steering Group would appoint volunteer members at its first meeting in the new municipal year.)

9 CALENDAR OF MEETINGS – 2015-2016

The Council was asked to approve its calendar of meetings for 2015-2016.

RESOLVED: (a) That the following dates be approved for Parish Council meetings in 2015-2016; and

(b) That, owing to the unavailability of the Chapel on 3 November, arrangements be made for the meeting to be held at Brookfield Golf Club.

<u>2015</u>	<u>2016</u>
7 July	5 January
1 September	1 March
3 Nov	3 May

10 NEIGHBOURHOOD PLAN STEERING COMMITTEE

The Steering Group was invited to report progress on preparation of the Neighbourhood Plan. A copy of the Group's Minutes of one of its meetings was submitted. It was noted that although minutes of the meetings had been forwarded to the Clerk these had been issued to an e-mail address no longer in use.

The next stage in the process was to deliver questionnaires to each household in the parish.

11 CONFIRMATION OF TREE PRESERVATION ORDERS (TPOs) (MINUTE 81)

At the meeting held on 3 March 2015, the Council was informed that on 12 February 2015 the Borough Council had made TPOs on several trees in the parish. This Order had now been confirmed as no objections were received by the deadline date of 21 April 2015.

12 OUTSTANDING MATTERS

The following were outstanding resolutions of the Parish Council:

- White Lining – Longhill Road – Measurements taken by Mr C Foster and Councillor C Ainley had now been provided to Cheshire East Highways.
Response from Cheshire East Highways was awaited.
- Confirmation of permissive path route – Hankelow to Audlem.
Response from Morris Care awaited.
- Adoption of triangle at Hall Lane (Minute 84)
Response from Cheshire East Highways awaited

During discussion of this item, Members agreed that the road was, in fact, already adopted and although the Clerk had been asked to request CE Highways to consider adopting the triangle, this had been a misunderstanding of the term 'adopt'. No further action was, therefore, required.

- Moles – Village Green
The Clerk had contacted ‘Suddenstrike’ of Nantwich, a company which was registered with the British Pest Control Association.

The company made its first visit on or around 2 April 2015 to set the traps and it was understood that one mole had been killed. The invoice had not yet been received.

13 STANDING ORDERS

An early copy of Standing Orders for the Regulation of Proceedings of the Council had been provided with the agenda for the March meeting.

The Parish Council was invited to consider adopting the Standing Orders.

RESOLVED: That the Parish Council decline to adopt Standing Orders.

14 SHARED INFORMATION

Parish Councillors were able to share information.

15 DATE OF NEXT MEETING

7 July 2015

Approved

.....Chairman

The meeting commenced at 7.45 pm and concluded at 8.25 pm