

**MINUTES OF THE ANNUAL MEETING OF HANKELow PARISH COUNCIL
HELD AT HANKELow METHODIST CHURCH, HANKELow ON 2 MAY 2017**

PRESENT: Councillor G Foster Chairman
Councillor C Ainley
Councillor G Cope
Councillor I Jones
Councillor A Lee

1 ELECTION OF CHAIRMAN

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

(Note: Councillor Foster signed a Declaration of Acceptance of Office.)

2 ELECTION OF VICE-CHAIRMAN

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

(Note: Councillor Cope signed a Declaration of Acceptance of Office.)

3 DECLARATIONS OF INTEREST

Members were invited to declare any non-pecuniary or disclosable pecuniary interest (DPI) which they had in any item of business on the agenda, the nature of that interest, and in respect of DPIs to leave the meeting prior to the discussion of that item.

No declarations were made.

4 MINUTES

RESOLVED: That the Minutes of the meeting held on 6 March 2017 and the extra-ordinary meeting held on 6 April 2017, be approved as correct records.

5 FINANCIAL MATTERS

5.1 End-of-Year Accounts – 2016-2017

The Parish Council was asked to approve the accounts for the financial year 1 April 2016-31 March 2017, for submission to the Internal Auditor, and thereafter to BDO LLP the External Auditor.

5.2 SECTION 1 ANNUAL GOVERNANCE STATEMENT

The Council was required to confirm that it was satisfied that there was a sound system of internal control. A copy of Section 1 was submitted.

RESOLVED: That the Annual Governance Statement for 2016-2017 (Section 1 of the Annual Return) be approved.

5.3 SECTION 2 ACCOUNTING STATEMENT

The Council was asked to approve the accounts for the financial year 2016-2017. The following documents were submitted.

- Accounts Ledger for 2016-2017 (cash book)
 - Balance sheet to 31 March 2017
 - Copy of the completed Section 2 of the Accounting Statement
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RESOLVED: That the accounts for 2016-2017 be approved for issue to Weaver Financial Ltd (Internal Auditor), following which the Annual Return and associated documents would be forwarded to BDO LLP, the external auditor.

5.4 Authorisation of Payments

(A) RESOLVED: That the following payments be approved:

£100.00	Councillor G Foster (Chairman's allowance) S.15(2) of the Local Government Act 1972.
£71.40	Cheshire Association of Local Councils – affiliation fee 2017-18
£20.00	G Cope – reimbursement for nettle-cutting.
£60.00	J Harron – payroll service
£1,440.00	C Ainley – reimbursement for providing initial funding for the surveyor's report on The White Lion.
£150.00	The Feed Store – wild duck food

(B) Note: The request for the following payments was declined:

Mrs C M Jones - £84.20 reimbursement for payment of tax to HM Revenue & Customs. No evidence of payment was provided at the meeting.

Came & Company insurance premium – due on 1 June 2017. Payment information had not yet been provided by the company.

5.5 The White Lion

(A) It was noted that a cheque for £1,440.00 (£1,200 net and £240.00 VAT) had been issued to Brooker & Co. for the survey carried out on The White Lion.

That report was now available and had already been issued to Members under separate cover.

There was some discussion about whether this report could be made available to the general public. One opinion was that the survey had been commissioned by the Parish Council and it was for the Parish Council to decide on its circulation, notwithstanding that members of the public had made donations to fund the survey.

On balance, it was **AGREED** that the report be passed to the White Lion Action Group for the decision as to its dissemination.

(B) It was reported that a sum of £2,000.00 had been deposited in the Parish Council's account. This amount comprised donations made by residents towards The White Lion 'Fighting Fund'. A subsequent donation of £25 had been received, but not yet deposited.

This fund was subject to local government regulations in respect of the management of the Parish Council's finances. It could be ring-fenced for spending on matters relating to The White Lion, but any remaining balance could not be returned to donors.

6 APPOINTMENT TO OUTSIDE BODIES/COMMITTEES

6.1 Outside Bodies

RESOLVED: (a) That Councillor G Foster be appointed to represent the Parish Council on Audlem Burial Board; and

(b) That the Parish Council decline to appoint a member to the Audlem Public Hall Annexe Committee.

6.2 Membership of the Neighbourhood Plan Steering Group

RESOLVED: That Councillors C Ainley, G Cope, G Foster, I Jones and A Lee be appointed as Members of the Neighbourhood Plan Steering Group.

7 CALENDAR OF MEETINGS – 2017-2018

RESOLVED: That the following calendar of meetings for 2017-2018 be approved.

<u>2017</u>	<u>2018</u>
3 July	2 January (Tues)
4 September	5 March
6 November	1 May (Tuesday - Annual Meetings)
	Note: The first Monday in May was 7 May and was a public holiday)

8 PLANNING MATTERS

There were no planning applications for consultation.

9 NEIGHBOURHOOD PLAN STEERING GROUP

It was reported that Cheshire Wildlife Trust (CWT) was in the final stages of preparing the Ecological report but required planning application Nos. for planning applications on Hall Lane.

The Clerk had been asked to provide this for Dr Giles (CWT) to enable the report to be completed.

10 SHARED INFORMATION

There were no items.

11 DATE OF NEXT MEETING

3 JULY 2017¹

.....Chairman

The meeting commenced at 8.10 pm and concluded at 8.45 pm

¹ Subsequently re-arranged to 25 July 2017