

HANKELOW PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF HANKELOW PARISH COUNCIL HELD AT HANKELOW METHODIST CHAPEL, HANKELOW ON 7 MAY 2024

Present: Cllr Gin Foster, Cllr Chris Cope, Cllr Ian Jones, Cllr Ian Parker, Cllr Tom Muxlow, Cllr Andy Bellinger

In attendance: Abbi Miller (Clerk & RFO), three members of the public

PART I – ANNUAL COUNCIL BUSINESS

24/01 ELECTION OF CHAIR

The Parish Council was asked to elect a Chair to serve until the next Annual Meeting.

RESOLVED: It was proposed by Cllr Foster, seconded by Cllr Jones and unanimously carried that Cllr Cope be elected as Chair of the Parish Council to serve until the next Annual Meeting.

The Chair will sign a Declaration of Acceptance of Office, following which the newly-elected Chair will chair the meeting.

24/02 ELECTION OF VICE-CHAIR

The Parish Council was asked to elect a Vice-Chair to serve until the next Annual Meeting.

RESOLVED: It was proposed by Cllr Jones, seconded by Cllr Cope and unanimously carried that Cllr Muxlow be elected as Vice Chair to serve until the next Annual Meeting.

The Vice Chair will sign a Declaration of Acceptance of Office.

24/03 APOLOGIES FOR ABSENCE

Apologies received from Cllr L Owens and Cheshire East Ward Cllr Rachel Bailey

24/04 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 disclosable interests to leave the meeting prior to the discussion of that item.

Councillors G Foster and I Jones each declared an interest in agenda item 12 (White Lion Community Pub Ltd) on the basis that they were shareholders in the company.

24/05 MINUTES OF LAST MEETING

RESOLVED: It was proposed by Cllr Jones and seconded by Cllr Foster and agreed that the minutes of the meeting held on 4 March 2024 and the minutes of the Extra-Ordinary meeting held on 9th April 2024 be approved as a true and correct record and were signed by the Chair.

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24/06 FINANCIAL MATTERS

24/06.01 Audit Regulations

The Parish Council was asked to approve the accounts for the financial year 1 April 2023-24.

RESOLVED: This was approved by the Council.

The Parish Council had received the Annual Internal Audit Report for FY 2023-24 with the conclusion that the Council's system of internal control is in place, adequate for the purpose intended subject to recommendations.

RESOLVED: The Parish Council will consider all recommendations and action those deemed appropriate for the Council.

24/06.02 Notice of Electors' Rights

Recommended Dates from PKF Littlejohn LLP are to commence from Monday 3rd June 2024 to Friday 12th July 2024. This covers 30 working days and to include the first 10 days of July 2024.

24/06.03 Accounts for Approval

Section 1 – Annual Governance Statement

The order in which the sections were to be approved was specific. Section 1 (Annual Governance Statement) must be authorised first and the minutes must demonstrate this.

RESOLVED: That the Parish Council approve Section 1 of the Annual Governance Statement 2023-24 confirming that it was satisfied that there was a sound system of internal control. This was signed by the Chair and the Clerk.

Section 2 – Accounting Statement 2023-24

The Parish Council was asked to approve Section 2 – Accounting Statement 2023-24

RESOLVED: That the Accounting Statement for 2023-24 be approved. This was signed by the Chair and the Clerk

Section 3 – Certificate of Exemption

RESOLVED: As the Parish Council had declared itself exempt from external audit, the accounts would be published on the Council's website but would not be submitted for

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external audit. This was signed by the Chair and the Clerk. Clerk to submit to PKF Littlejohn, the external appointed auditor.

24/07 RISK MANAGEMENT/RISK ASSESSMENT

The Parish Council considered a schedule for risk assessment and management of the risks.

RESOLVED: The Risk Management/Risk Assessment schedule was approved

24/08 APPOINTMENT TO OUTSIDE BODIES/COMMITTEES

24/08.01 Outside Bodies

The Parish Council was invited to appoint a representative to the Audlem Burial Board.

RESOLVED: That Councillor G Foster be appointed to the Audlem Burial Board.

24/08.02 ChALC

The Parish Council was invited to re-appoint members to attend meetings of ChALC.

RESOLVED: It was agreed that Parish Councillors would attend these meetings as and when required.

24/09 CALENDAR OF MEETINGS – 2023-24

RESOLVED: It was proposed by Cllr Foster and seconded by Cllr Cope that the calendar of meetings for 2024-25 be approved.

PART 2 – ORDINARY PARISH COUNCIL BUSINESS

24/10 PUBLIC QUESTION TIME

In accordance with the Parish Council's Standing Order No. 1, members of the public are able to ask a question or to make a statement.

A member of the public raised the issue of trucks transporting soil along Longhill Lane into Brookfield Farm and queried whether this in contravention of Planning Application 23/4302N.

ACTION: Clerk to confirm position of Planning Application with Cheshire East Planning Team.

24/11 MATTERS ARISING

Cllr Jones is checking the rechargeable batteries on the speed camera.

24/12 WHITE LION – DRAIN UPDATE

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The Parish Council expressed that they would still like to have the issue of the drain addressed amicably, and happy to have further discussions with the Directors. It was agreed that this should remain as a standing agenda item to keep the issue open for discussions.

24/13 VILLAGE GREEN SUB-COMMITTEE UPDATE

The Parish Council would like to remind Parishioners that as the Village Green is public land, planting should be advised and authorised by the Parish Council.

24/14 FINANCIAL MATTERS

24/14.01 Authorisation of Payments

RESOLVED: The following payments were authorised:

Payment to	Details	Cheque No.	Amount
Chris Cope	Defibrillator Replacements	639	£352.80
TP Jones & Co LLP	Payroll Services	640	£79.20
Hiscox Insurance	Annual Insurance Renewal	641	£425.81
Account-ant	Internal Audit Fee	642	£120.00
ChALC	Annual Membership Renewal	643	£114.00
The Feed Store	Duck Food	644	£200.00

24/15 PLANNING MATTERS

There were no new Planning Applications.

24/16 TO RECEIVE A REPORT FROM THE CHESHIRE EAST WARD COUNCILLOR

Cllr Rachel Bailey was not in attendance.

24/17 DATE OF NEXT MEETING

Date of next Parish Council Meeting is Monday 1st July 2024.
Hankelow Chapel, 11 Old School Lane, Hankelow, CW3 0JN

The meeting closed at 21:10 pm

.....Chair

