

**MINUTES OF HANKELOW PARISH COUNCIL MEETING
3 MAY 2022
HANKELOW METHODIST CHURCH**

PRESENT: Councillor G Foster (Chair)
Councillor C Cope (Vice-Chair)
Councillor I Jones
Councillor C Fitzsimons
Councillor A Postlethwaite

IN ATTENDANCE: One member of the public was in attendance

PART 1 – ANNUAL COUNCIL BUSINESS

1. ELECTION OF CHAIR

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

RESOLVED: That Councillor G Foster be elected as Chair to serve until the next Annual meeting

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

2. ELECTION OF VICE-CHAIR

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

RESOLVED: That Councillor G Foster be elected as Chair to serve until the next Annual meeting

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

3. APOLOGIES FOR ABSENCE

There were no apologies for absence.

4. DECLARATION OF INTEREST

Members were asked 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 business 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 the proceedings in relation to any discussion surrounding The White Lion Community Pub Limited on the basis that they were shareholders in the company.

There were no other declarations of interest.

5. MINUTES

RESOLVED: That the Minutes of the meeting held on 7 March 2022 be approved as a correct record.

6. FINANCIAL MATTERS

6.1 Internal Audit

The accounts had been audited by the internal auditor and the auditor's report for the financial year 2021-22 was attached. There were no recommendations from the Auditor in relation to the accounts.

6.2 Annual Governance and Accountability Return (AGAR)

The Annual Governance and Accountability Return (Form 2) was submitted. 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 external audit.

6.3 Section 1 – Annual Governance Statement 2021-22

The order in which the sections were to be approved was specific. Section 1 (Annual Governance Statement) was authorised first. Members considered each of the nine questions posted in Section 1, following which it was

RESOLVED: That the Parish Council approve Section 1 of the Annual Governance Statement 2021-22 confirming that it was satisfied that there was a sound system of internal control.

6.4 Section 2 – Accounting Statement 2021-22

The Parish Council was asked to approve Section 2 – Accounting Statement 2021-22.

RESOLVED: That the Accounting Statement for 2021-22 be approved.

6.5 Notice of Electors' Rights

The period during which electors may inspect accounting records was 13 June – 22 July 2022.

7.0 RISK MANAGEMENT STRATEGY:

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

RESOLVED: That the Risk Assessment / Management Schedule be approved, with the following observations/actions:

- (a) It should read 'shelter' rather than 'bus shelter'. PC to make amendment.
- (b) The defibrillator will need checking. Councillor Cope agreed to look into any arrangements for the check, noting any guidance on the St John Ambulance website.
- (c) Councillor Fitzsimons to undertake a check of the cheque book counterfoils before cheques are authorised.

8.0 APPOINTMENT TO OUTSIDE BODIES/COMMITTEES

8.1 Outside Bodies

RESOLVED: That Councillor G Foster continue her appointment on the Audlem Burial Board

8.2 ChALC Meetings

RESOLVED: That any Parish Councillor who wishes to attend meetings of ChALC may do so.

9.0 CALENDAR OF MEETINGS 2022-23

RESOLVED: That the calendar of meetings for 2022-23 be approved.

PART 2 – ORDINARY PARISH COUNCIL BUSINESS

10. PUBLIC QUESTION TIME

A member of the public asked about progress with the review of governance where it was noted that two additional Parish Councillors for Hankelow had been recommended. It was noted that the governance review was ongoing and as soon as any information was confirmed the Parish Council would give this issue further consideration.

11. WHITE LION DRAINAGE - DRAINAGE

Councillor Cope was thanked for progressing this matter. Following his meeting with Andrew Williams, solicitor, Councillor Cope had circulated a copy of a standard Deed of Easement which is a standard legal agreement which could be prepared by the solicitor to support the drainage requirements.

RESOLVED: Having considered the feedback from Councillor Cope and the content of the Deed, the Parish Council agreed

- (a) To proceed with a retrospective Deed, to take account of the following:

- A break clause/or review to be implemented which takes account of the fact that should The White Lion Community Pub Limited be sold on to another entity or was not a pub in the future.
 - A peppercorn rent of £100 be charged to The White Lion Community Pub Limited for the drainage arrangements.
 - It was important to note that trees should not be planted in future within three metres of the drain
 - The White Lion Community Pub Limited to cover the legal fees in drafting the Deed.
- (b) Councillors Cope and Jones to arrange to meet with representatives from The White Lion Community Pub Limited to discuss the document and its content.

12. **CHESHIRE EAST – HIGHWAYS WINTER MAINTENANCE TOP UP SCHEME – SURVEY RESPONSE**

The Parish Council considered the correspondence from Cheshire East Council associated with the purchase of additional top-up gritting by Parish Councils.

RESOLVED: That the Parish Council respond to the survey advising Cheshire East:

- (a) That the Council has already set its precept for this year and no allocation has been made for any additional top up gritting work
- (b) The Parish Council believes that this work should be undertaken by Cheshire East.
- (c) If top-up gritting becomes a future requirement, that Cheshire East should advise about this well in advance of the Parish Council determining its forthcoming annual budget commitments.

13. **MUSIC FESTIVAL – 20 AUGUST 2022**

The Parish Council considered a request from The White Lion Ltd to hold a music festival on Saturday, 20 August 2022 on Hankelow Green.

RESOLVED: The Parish Council agreed to the request. It was agreed that the Clerk would write to The White Lion Community Pub Limited to confirm the Council's agreement but requesting that the area be tidied up after use and that customers not be allowed to take glass drinks onto the Green.

14. **FINANCIAL MATTERS**

14.1 **Authorisation of Payments**

RESOLVED: The Parish Council approved the following payments:

£72.00	T P Jones and Co (payroll service)
£103.68	Cheshire Association of Local Councils (affiliation fee for 2022-23)

15. SHARED INFORMATION

15.1 **Repair work to the Shelter**

The Parish Council commented on the excellent quality of the workmanship undertaken by James Shenton in carrying out the repairs to the shelter. It was agreed that the Clerk would write to James to formally thank him for his effort and in doing so the Council would also pass on their thanks to all of the family for the general support that they provide within the Parish.

16. DATE OF NEXT MEETING

4 July 2022

The meeting closed at 8.45pm

SignedChair