

**MINUTES OF A MEETING OF
CHOLMONDELEY & CHORLEY PARISH COUNCIL HELD ON 16th JANUARY 2024 IN SCHOOL
FARM, CHOLOMONDELEY**

PRESENT:	Councillor C Hopley	Chairman
	Councillor S Aspinall	
	Councillor C Crossley	Vice Chair
	Councillor A D Fennell	
	Councillor M Furse	
	Councillor A Gresty	
	Councillor S Langton	
APPOLOGIES:	Councillor P Probin	
	Councillor I Cundy	
	Clerk Carol Jones	

Note: Assistant Support Clerk (Debbie Foulkes) attended the meeting and took the Minutes.

43 DECLARATION OF INTERESTS

Members were asked to declare any disclosable pecuniary interest or non-pecuniary prejudicial 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.

Item 44 - Items to Share :- Debbie Foulkes Assistant Support Clerk - Personal and Prejudicial - Councillors will be discussing the appointment and contract for the Assistant Support Clerk during this item.

44 ITEMS TO SHARE

(The Assistant Support Clerks declarations of interest in relation to this item is set out in item 43 above)

RESOLVED:- The Appointment, salary and terms of contract for the Assistant Support Clerk be Agreed.

The following was discussed:-

- Advice was sought regarding the appointment for the Assistant Support Clerk from Jackie Weaver the Chief Officer for the Cheshire Association for Local Councils.
- The Assistant Clerk will be:
 - a) Employed on a temporary basis for three months and will be considered for a permanent position following that time.
 - b) Paid in accordance with the National Local Government for Councils (NALCs) Spinal point 21 at £16.02 per hour (salary pro rata of £1700) based on a working week of two hours.
 - c) The travel expenses will be 0.45 per mile as per Government guidelines.

45 MINUTES

Outstanding: That the Minutes of the Meetings held on 26 September 2023, 17 October 2023 and 21 November 2023 to be approved at the next Council Meeting.

RESOLVED: That the Minutes held on 9th January 2024 be approved as a correct account

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46 BOROUGH COUNCILLOR JAMES PEARSON

Councillor James Pearson was not in attendance.

47 PUBLIC QUESTION TIME

In accordance with the Parish Council's Standing Orders (i.e. its Constitution) members of the public were able to ask a question or make a statement, both of which must relate to matters which fell within the remit of the Parish Council.

There were no questions from members of the public.

48 FINANCIAL MATTERS

RESOLVED: That the following payments be approved:

£45.00	Coderra Ltd. Fee for website management.
£15.00	Coderra Ltd.– renewal of domain name.
£360.00	Coderra Ltd. hosting of website
£49.50	C Hopley– Reimbursement for purchase of wreath for Remembrance Sunday
£35.00	Flowers for services for outgoing Clerk

Councillors discussed the following:

- Assurance was sought regarding the submission of the 2022/23 AGR submission.

ACTION: The Assistant Support Clerk will contact PKF Little John to obtain assurance that all requirements have been met regarding the 2022/23 AGR submission.

- David Proctor from Coderra Ltd will be contacted to:
 - a) To reset the Councillors email passwords and during hand over to provide access to the Assistant Support Clerk to update the Parish website where relevant.
 - b) Confirm the yearly costs associated with providing support and a hosting service for the Parish web site.

RESOLVED: The follow ups regarding Coderra Ltd and assurance rearding the AGR 2022/23 submission was approved.

49 BUDGET 2024/25

The following points were discussed:

- The proposed and Approved Precept Amount for £3156 incorporated:
 - a) The External Auditor (PKF Little John) fees that relate to the 2022/23 AGR.
 - b) Appointment of the Assistant Support Clerks costs for 2024/25 and current Clerks Salary until the final handover.
 - c) Insurance and the Kings Coronation costs.

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RESOLVED: That the Precept for 2023/24 for 3156 had been submitted to Cheshire East Council

50 PLANNING MATTERS

There were no Planning Applications reported at this time.

51 FUTURE OF CHOLMONDELEY BOWLING CLUB

Councillors provided an update regarding the possibility of C&C Parish Council involvement with the Bowling Club and the parent organisation of Cholomondeley & Chorley Sports and Community Associate (CCSACA, a registered Charity).

RESOLVED:- As per the meeting that took place on 9th January 2024 in principle the Parish Council is prepared to support the Bowling Club organisation provided that the provisions had been met.

52 DRAFT NEWSLETTER

Councillors discussed the Newsletter and agreed that Councillor C Hopley and Councillor C Crossley to be responsible for the compilation of the Parish Newsletter.

RESOLVED:- Councillor C Hopley and C Crossley to be involved with the compilation of the Parish Newsletter.

53 PARISH COUNCIL VACANCIES

There were currently two Councillor Vacancies at the Parish Council and the vacancies will be dealt with accordingly.

13 DATE OF NEXT MEETING

- 12th March 2024
- Canceled May 2024 (to be reviewed at the next meeting)
- 04th June 2024

RESOLVED: That the proposed meeting dates have been Agreed.

.....Chairman

The meeting commenced at 7.30pm and concluded at 9.02pm