

**MINUTES OF A MEETING OF CHOLMONDELEY & CHORLEY PARISH COUNCIL HELD ON  
21 NOVEMBER 2023 IN THE BOARDROOM, SCHOOL FARM, CHOLMONDELEY**

**PRESENT:** Councillor C Hopley Chairman  
Councillor C Crossley  
Councillor I Cundy  
Councillor A D Fennell  
Councillor S Aspinall  
Councillor R H Keys  
Councillor P Probin

**ALSO PRESENT:** Debbie Foulkes

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**26 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.

Councillor S Aspinall declared a personal and prejudicial interest in the Planning Application No. 23\3837N on the basis that she was the architect associated with the application.

No other declarations were made.

**27 MINUTES RESOLVED:** That the Minutes of the Meetings held on 27 June and 18 July 2023 be approved as correct records.

**28 BOROUGH COUNCILLOR JAMES PEARSON**

Councillor James Pearson was not in attendance.

**29 FINANCIAL MATTERS**

Although the Parish Council had approved the accounts, the Head of Challenge at PKF Littlejohn LLP, (the External Auditor) had received a challenge in respect of some aspects of the Governance Statement.

Full details were as follows:

- The changes required to the AGAR were on page 6 and it was an amendment to the figures, as notified by the Internal Auditor in his report and related to a transposition of the figures in Box 2. The figure of 3517 (for 31 March 2023) required amendment to 3157 (this was simply a transposition of the numbers of 5 and 1) on the original.
- Page 6 would require a further signature.

To comply with the challenge, the External Auditor had requested the following documents, which had now been sent:

- Detailed internal audit report

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- Explanation of significant variances
- Copy of the Asset Register
- Revised Public Rights Notice.
- The Clerk had used the version which was relevant for Councils not seeking exemption from audit.

The Parish Council was asked to authorise the correct version.

**RESOLVED: That the changes requested by the Head of Challenge at PKF Littlejohn LLP (External Auditor) be approved. Cholmondeley & Chorley Parish Council – 21 November 2023 222**

**30 NEIGHBOURHOOD PLAN – UPDATE REGARDING APPLICATION FOR FURTHER GRANT FOR 2023-24**

Members of the Steering Group were invited to update the Parish Council in respect of progress on the draft Neighbourhood Plan It was reported that Claire Farquharson (Chair of the Steering Group) had stood down as Chair but was continuing as a Member.

**31 AUTHORISATION OF PAYMENTS RESOLVED:**

That the following payments be approved.

C Jones – salary £340 Website support – Coderra £45.00 32 PLANNING APPLICATIONS  
There were no planning applications for consultation.

**33 CALENDAR OF MEETINGS – 2023-24**

Enclosed was calendar of meetings for 2023-24 and this was based on bi-monthly meetings, on the fourth Tuesday in the month.

**RESOLVED:** That meetings of the Parish Council be held on the following dates for the remainder of the Municipal Year.

- 16 January 2024
- 19 March 2024
- 21 May 2024 (Annual Meetings)

**34 NEWSLETTER**

Members are asked to suggest articles for the newsletter which had not been published for approximately 12 months.

The only suggestion was to include an item on the notice boards. 35 SHARED ITEMS Members were invited to share information or request items for inclusion on the next agenda.

There were no shared items. ....Chairman