

# CHOLMONDELEY & CHORLEY PARISH COUNCIL

www.cholmondeley-chorley.co.uk

Carol Jones  
Clerk

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## Parish Councillors are summoned to a MEETING OF THE PARISH COUNCIL

**DAY/DATE:** TUESDAY, 5 OCTOBER 2021

**TIME:** 7.30 PM

**VENUE:** CHOLMONDELEY BOWLING PAVILION  
CHOLMONDELEY

Enquiries to:

Clerk: Carol Jones

Phone:

01270 812065  
Issue date:  
30 September 2021

Signed



To: Councillors C Hopley (Chairman), A D Fennell, S Aspinall, I Cundy, A Gresty, R Keys,  
S Langton and P Probin

Copy: Borough Councillor W S Davies

### Notes for Members of the Public

Please note that this is a face-to-face meeting and the number of attendees is limited owing to Covid-19 guidance, especially in view of the recent increase in cases.

Members of the public wishing to ask a question or make a statement under the Public Question Time slot, are asked to submit them in writing to the Clerk ([carol.jones@cholmondeley-chorley.co.uk](mailto:carol.jones@cholmondeley-chorley.co.uk)) by 3.00 pm on the day of the meeting. These will be read out at the meeting and written responses will be provided.

# A G E N D A

**Note for Councillors:**

Owing to the current petrol shortage, the Clerk is unable to attend in person but has created the following Zoom link so that if one Member could take their laptop to the meeting, the Clerk will be able to participate to offer advice virtually.

<https://us02web.zoom.us/j/85671181427>

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**1 APOLOGIES FOR ABSENCE**

Councillor Alan Gresty

**2 DECLARATION OF INTERESTS**

Members to declare any disclosable pecuniary interest or non-pecuniary interest which they have 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.

Whilst the Clerk can advise on the Code of Conduct and its interpretation, the decision to declare, or not, is the responsibility of the Parish Councillor, based on the particular circumstances.

**3 MINUTES**

To approve the Minutes of the Meeting held on 27 July 2021.



**4 PUBLIC QUESTION TIME**

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

**5 CO-OPTION TO THE PARISH COUNCIL**

As Members are aware, there are currently three vacancies on the Parish Council (two for Cholmondeley and one for Chorley).

The vacancies have been advertised in accordance with the regulations and the Parish Council can now co-opt to the vacancies.

There is currently one candidate (Martyn Furse) who is expected to be available at the meeting.

Mr Furst will be asked to make a brief oral presentation indicating why he wishes to become a parish councillor. Members will then be able to ask questions of him; these should not be of a personal nature.

It will then be for a Member to propose the nomination, and for it to be seconded, following which a vote will be taken. This should be by show of hands, but Members can request a secret ballot if wished.

If co-opted, Mr Furse will be asked to sign a Declaration of Acceptance of Office and will then be able to participate fully in the meeting.

**6 CODE OF CONDUCT**

The Parish Council is asked to comment on the enclosed Draft Code of Conduct which has been forwarded to all town and parish councils in Cheshire East.

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This is submitted for consultation purposes and the Parish Council is invited to make any comments; the Code of Conduct will be approved at Cheshire East Council's full Council meeting on 18 November 2021. Following that, all town and parish councils will be asked to adopt the Code.

**7 NEWSLETTER**

The Clerk has drafted a newsletter (enclosed) and Members are invited to suggest other articles for inclusion.

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Claire Farquharson (Chair of the Steering Group) will be asked to provide an update the Neighbourhood Plan article.

**8 BUDGET – 2021-2022**

At its meeting in November 2021, the Parish Council will be asked to approve a budget for the year 2022-23. Although the Borough Council requests notification of precept amounts by the third Friday in January, which would be 21 January 2022, the Clerk can request an extension to 28 January 2022 to allow the Parish Council to finalise its budget at the meeting on 21 January 2022.

A first draft of a proposed budget will follow under separate cover.

**9 FINANCIAL MATTERS**

**9.1 Authorisation of Payments**

£320.00	C M Jones – salary payment 1 July – 30 September 2021.
£80.00	HMRC – Tax on Clerk's salary (£40.00 each for quarters 2 and 3 of the financial year)
£50.00	Cholmondeley Bowling Club. The Chairman has negotiated a price reduction for hire of the hall. The £50 requested is to cover the July meeting, and this October meeting..

**9.2 Ratification of Payment**

To ratify payment of £210.00 to Coderra Ltd. in respect of its work on updating the website. This was approved at the meeting on 27 July 2021, up to a maximum limit of £250.00.

**9.3 Financial Statement**

To receive a receipts and payments statement for the period 1 April – 23 August 2021.

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**9.4 Neighbourhood Plan Grant**

To report that Groundwork UK has authorised a grant of £6,010.00 and this was deposited in the Parish Council's account on 29 September 2021. All receipts of spend must be retained to enable Groundwork UK to carry out an audit.

Members of the Steering Group may wish to update the Parish Council in respect of the next steps to be undertaken.

**10 PLANNING**

There are no planning applications for consultation.

**11 WEBSITE ADMINISTRATION**

The Clerk invited David Proctor (Coderra Ltd) to the meeting, but has not yet received a response. A further invitation can be issued, but it would be helpful if Members could set out the purpose of his attendance.

**12 COMMUNITY GOVERNANCE REVIEW**

**Decision required:** To submit observations on the proposals by 28 November 2021.

Cheshire East Council is holding a 12-week consultation on proposals for the governance arrangements for town and parish councils in the borough. The consultation started on 6 September 2021 and will conclude at midnight on 28 November 2021.

Members can, therefore, defer submitting observations until the meeting to be held on 23 November 2021.

As reported at the Parish Council meeting held on 26 November 2019, this is part of a borough-wide review and will consider a range of issues, including town and parish boundaries, number of town and parish councillors, grouping of parishes and warding.

The draft recommendations can be found using this link. [Community Governance Review draft recommendations report](#) makes a series of proposals, and maps showing proposed changes can be found via [this link](#).

**13 REPORT OF BOROUGH COUNCILLOR W S DAVIES**

Councillor Davies to report on Cheshire East Council matters of interest.

**14 DATE OF NEXT MEETING**

**23 November 2021**