

CHOLMONDELEY & CHORLEY PARISH COUNCIL

www.cholmondeley-chorley.co.uk

Carol Jones
Clerk

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Parish Councillors are summoned to

THE ANNUAL MEETING OF THE PARISH COUNCIL

DATE: TUESDAY, 26 JULY 2022

TIME: 7.30 PM

VENUE: CHOLMONDELEY BOWLING PAVILION

Signed: 

Date of Issue: 21 July 2022

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

Copy: Borough Councillor W S Davies

A G E N D A

1 APOLOGIES FOR ABSENCE

Apologies for absence should be notified to the Clerk prior to the meeting.

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 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 – ANNUAL COUNCIL (22 JUNE 2022)

To approve as a correct record the Minutes of the Annual Meeting held on 22 June 2022.

4 BOROUGH COUNCILLOR'S REPORT (GUIDE TIME: 20 MINUTES)

Councillor W S Davies (Ward Councillor) to report on Cheshire East Council matters.

5 PUBLIC QUESTION TIME

Members of the public are able to address the Parish Council or ask a question.

Each member of the public is entitled to ask one question or make a statement. Questions or statements must be addressed to the Parish Council as a whole and not to individual parish councillors. This is not an opportunity for engaging in debate with Members.

6 FINANCIAL MATTERS

6.1 Internal Audit Report

At the meeting held on 21 June 2022, the Parish Council reviewed the Internal Auditor's report.

The following two issues were raised in respect of the audit for 2021-22, although there were other issues included in the report from previous years, which were either still outstanding, or had been partially implemented.

- Recommendation 1: VAT Re-claim. (2021-22)

In view of the Auditor's comments about the duplication of some of the data on the VAT reclaim form submitted for audit, the Clerk will carry out a rationalisation of the VAT re-claims and submit information to the next meeting.

The Clerk has been in contact with HMRC about the non-payment of VAT re-claims and will update the Parish Council at the next meeting. In the meantime, the previous VAT reclaim forms are being re-submitted digitally to HMRC using the Government Gateway facility. These are for the periods 2017-2018 (£196.48); 2018-2020 (£107.14); and 2020-2022 (£769.12).

- Recommendation 2: Transparency Code.

This was introduced in 2014 (copy enclosed) and *inter alia* requires that the Council publishes a list of all items of expenditure above £100, by 1 July in the year immediately following the accounting year to which it relates.

- Recommendation 2: 2019/20 – Contract of Employment for the Clerk (see item 13 below)

6.2 Financial Statement

To receive a Receipts and Payments Statement for the period 1 April – 31 May 2022

6.3 Authorisation of Payments

£50.00 Hire of Cholmondeley Bowling Club for meeting 26 July 2022.

6.4 Outstanding Matters - Quotations

At the previous meeting, the Clerk was asked to seek quotations for (1) an Automated External Defibrillator; and (2) a lockable notice-board.

The Clerk apologises to Members as she has not yet sought quotations, but will attempt to submit information prior to the meeting.

7 NEIGHBOURHOOD PLAN STEERING GROUP

Parish Council Members of the Steering Group to report (a) progress in respect of preparing a bid for a further grant from Locality UK; and (b) Update on progress on the draft Plan.

8 PLANNING APPLICATIONS

There are no planning applications for consultation.

9 OUTLOOK FESTIVAL – JULY 2022

As Members aware, some residents complained about the noise nuisance during the Outlook Festival which was held over a weekend in early July.

The organisers of the Festival contacted the Parish Council to acknowledge the difficulties following over 100 complaints. A full explanation was provided and they reported that they have arranged a Local Residents Feedback meeting to be held on 13th September at 7.00 pm (location to be confirmed) to discuss the various issues and any other points which the local community may raise.

10 NEWSLETTER

Members are asked to (a) make suggestions for articles to be included in the next newsletter; and (b) agree a date for publication.

11 DATE OF NEXT MEETING

27 September 2022

12 EXCLUSION OF PRESS AND PUBLIC

The Parish Council is asked to **RESOLVE** that in accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the following item owing to the confidential nature of the business to transacted, and the public interest would not be served in disclosing that information.

13 Clerk's Contract of Employment

As noted in item 4.1 above, one of the outstanding issues is the Contract of Employment for the Clerk. This is now enclosed and the Council is asked to approve it.

