

**MINUTES OF THE ANNUAL MEETING OF
CHOLMONDELEY & CHORLEY PARISH COUNCIL HELD ON 23 MAY 2023
IN CHOLMONDELEY BOWLING PAVILION**

PRESENT: Councillor C Hopley Chairman
Councillor I Cundy
Councillor C Crossley
Councillor R Keys
Councillor P Probin

IN ATTENDANCE: A D Fennell Candidate for co-option
Borough Councillor James Pearson

APOLOGIES: Councillor S Aspinall

1 ELECTION OF CHAIRMAN

The Parish Council was invited to elect a Chairman of the Parish Council to serve until the next Annual Meeting of the Council.

RESOLVED: That Councillor C Hopley be elected as Chairman of the Parish Council to serve until the next Annual Meeting of the Council.

2 ELECTION OF VICE-CHAIRMAN

The Parish Council was invited to elect a Vice-Chairman of the Parish Council to serve until the next Annual Meeting of the Council.

RESOLVED: That Councillor C Crossley be elected Vice-Chairman of the Parish Council to serve until the next Annual Meeting of the Council.

3 ELECTIONS – 4 MAY 2023

3.1 It was reported that Councillors S Aspinall, I Cundy, C Crossley, R H Keys, C Hopley and P Probin, had been elected unopposed, at the elections held on 4 May 2023 as follows:

Cholmondeley (6 seats)

Chorley (5 seats)

Christine Crossley
Roger H Keys
Philip J Probin

Sarah Aspinall
Isobel (Izzy) Cundy
Chrisopher (Kit) Hopley

3.2 Co-option

Former Councillor Antony Fennell was in attendance and had expressed a willingness to be co-opted onto the Parish Council. He had been out of the country during the nomination process and had, therefore, been unable to complete his nomination papers during the prescribed period.

RESOLVED: That Antony D Fennell be co-opted onto the Parish Council to represent the Cholmondeley parish.

4 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.

No declarations were made.

5 MINUTES – 28 MARCH 2023

RESOLVED: That the Minutes of the Meeting held on 28 March 2023 be approved as a correct record

6 NEIGHBOURHOOD PLAN

A grant of £3,059.00 had been received from Groundwork UK and the only spend had been £513.00 for the completion of the wildlife survey (by Cheshire Wildlife Trust. The balance owing to Groundwork UK was, therefore £2,546.00. As the money allocated had not been spent before 31 March 2023, a requirement of the grant., the unspent portion must be returned to Groundwork UK.

The breakdown of the grant was as follows:

Planning Advice (CCA)	£1,140.00
Wildlife Survey (balance to complete)	£513.00
Public Meeting	£50.00
Refreshments	£65.00
Publicity for the Plan	£1,291.00
	<u>£3,059.00</u>

RESOLVED: That a sum of £2,546.00 be approved for reimbursement to Groundwork UK, being the unspent portion of the grant of £3,059.00

7 ANNUAL ACCOUNTS – 2022-23

7.1 The accounts had not yet been finalised; the Clerk would be submitting them to the Internal Auditor for auditing during June. Following the audit, the Parish Council would need to sign them off so that they could be published by no later than 30 June 2023.

The Parish Council was required to approve Section 1 (Annual Governance Statement) first, and the Minutes must indicate the order in which they had been approved; Section 2 (Accounting Statement) must be approved after Section 1 and as with Section 1, the Minutes must indicate that. The full AGAR must be published on the website by 30 June 2023.

RESOLVED: That an extra-ordinary meeting of the Parish Council be held on 20 June 2023 to enable the accounts to be approved.

7.2 Exemption from External Audit

Members were reminded that as a Parish Council with a turnover less than £25,000, it was able to opt out of external audit.

The Parish Council had opted out of external audit in the previous four years (known as exemption from a limited assurance review under S.9 of the Local Audit (Smaller Authorities) Regulations 2015) and was now asked to consider opting-out for 2022-23.

RESOLVED: That the Parish Council opt out of an external audit for 2022-23, in accordance with S.9 of the Local Audit (Smaller Authorities) Regulations 2015.

8 REVIEW OF RISK MANAGEMENT ARRANGEMENTS

The Council was required to review its risk management arrangements once a year. A schedule was submitted for consideration and approval subject to any amendments which Members might wish to make.

RESOLVED: That the risk management arrangements be approved, subject to recognition of potential injury to the public as a result of assets not being maintained.

9 NEIGHBOURHOOD PLAN STEERING GROUP

The Parish Council was asked to appoint Members to the Neighbourhood Plan Steering Group.

RESOLVED: That Councillors S Aspinall, I Cundy, C Hopley, R Keys, and P Probin be appointed to the Neighbourhood Plan Steering Group.

10 CALENDAR OF MEETINGS – 2023-24

A draft calendar of meetings was submitted but in view of clashes with public holidays for some dates, this would be re-submitted to a future meeting of the Council.

The practice of holding meetings on the fourth Tuesday in the months of January, March, May, July, September and November, would continue subject to any bank holidays falling on any of those dates.

Chairman

