

CHOLMONDELEY & CHORLEY PARISH COUNCIL

www.cholmondeley-chorley.co.uk

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Clerk

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Parish Councillors are summoned to

A MEETING OF THE PARISH COUNCIL

DATE: TUESDAY, 17 OCTOBER 2023

TIME: 7.30 PM

VENUE: BOARD ROOM, SCHOOL FARM, CHOLMONDELEY

Signed: 

Date of Issue: 15 October 2023

To: Parish Councillors
(Councillors S Aspinall, I Cundy, C Crossley, A D Fennell, C Hopley, R H Keys and
P J Probin)

Copy: Cheshire East Borough Councillor James Pearson

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 OF MEETING – 26 SEPTEMBER 2023

To approve as a correct record the Minutes of the meeting held on 26 September 2023.

4 BOROUGH COUNCILLOR JAMES PEARSON

Councillor James Pearson to report on Cheshire East Council matters of interest, and to up-date the Parish Council on matters relating to the parish.

Enclosed is a copy of Cheshire East Council's newsletter which is a new publication.

5 FINANCIAL MATTERS Statement of Accounts

5.1 Receipts and Payments Statement – to be tabled.

5.2 Revision to AGAR

As reported at the previous meeting the Head of Challenge at PKF Littlejohn LLP, the External Auditor has received a challenge in respect of some aspects of the Governance Statement. The following changes need to be made and as the AGAR has already been approved, it is not clear if PKF Littlejohn will accept a revised document where numbers themselves can be revised without changing the date of approval, or if the whole document needs to be approved again. The Clerk will report to the meeting. In the meantime, an amended AGAR is enclosed. This incorporates some changes made by the Internal Auditor, but those changes only related to the transposition of some of the numbers.

The changes required to the AGAR are on page 6 and it is only an amendment to the figures, as notified by the Internal Auditor in his report (further copy enclosed for reference). As an incorrect version is on the website, the Parish Council is asked to approve this amendment which is a revision to Box 2 on page 6. The figure of 3517 (for 31 March 2023) requires amendment to 3157 (this was simply a transposition of the numbers 5 and 1) on the original. Page 6 will require a further signature.

To comply with the challenge, the External Auditor requested the following documents, which have now been sent but must be uploaded onto the website.

- Detailed internal audit report
- 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 is asked to authorise the correct version.

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

Members of the Steering Group are invited to update the Parish Council in respect of progress on the draft Neighbourhood Plan.

7 AUTHORISATION OF PAYMENTS

To approve any payments requiring authorisation. These will be reported to the meeting.

8 PLANNING APPLICATIONS

The Parish Council is asked to comment on the following planning application by 8 November 2023.

Application No. 23/3655NN – 3 Bank House Barns, Nantwich Road, Chorley, CW5 8JR

Single storey extension with bedroom, dressing room and specially equipped en-suite bathroom. External staircase and garden office pod.

9 CALENDAR OF MEETINGS – 2023-24

Enclosed is a calendar of meetings for 2023-24 and this is based on bi-monthly meetings, on the fourth Tuesday in the month. The Parish Council is asked to consider if this should revert to the third Tuesday in the month.

10 NEWSLETTER

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

At the previous meeting, it was suggested that an article on the new notice-boards be included.

11 SHARED ITEMS

Members are invited to share information or request items for inclusion on the next agenda.

12 DATE OF NEXT MEETING

28 November 2023 (subject to agreement of the calendar).