

**MINUTES OF A MEETING OF
CHOLMONDELEY & CHORLEY PARISH COUNCIL HELD ON 26 SEPTEMBER 2023
IN THE BOARDROOM, SCHOOL FARM, CHOLMONDELEY**

PRESENT: Councillor C Hopley Chairman
Councillor I Cundy
Councillor A D Fennell
Councillor S Aspinall

APOLOGIES: Councillor C Crossley
Councillor R H Keys
Councillor P Probin

15 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.

16 MINUTES

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

17 BOROUGH COUNCILLOR JAMES PEARSON

Councillor James Pearson was not in attendance.

18 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
- 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.

19 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.

20 AUTHORISATION OF PAYMENTS

RESOLVED: That the following payments be approved.

C Jones – salary £340
Website support – Coderra £45.00 – Website support

21 PLANNING APPLICATIONS

There were no planning applications for consultation.

22 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.

- 21 November 2023
- 16 January 2024
- 19 March 2024
- 21 May 2024 (Annual Meetings)

23 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.

24 SHARED ITEMS

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

25 DATE OF NEXT MEETING

28 November 2023 (An additional meeting was arranged for 17 October 2023)

.....Chairman