

# DRAFT MINUTES OF A MEETING OF CHOLMONDELEY & CHORLEY PARISH COUNCIL

HELD ON :19 November 2024

## IN CHOLMONDELEY SCHOOL FARM, CHOLMONDELEY

**PRESENT:** Councillor S Aspinall  
Councillor I Cundy Vice Chair  
Councillor A D Fennell  
Councillor C Hopley  
Councillor S Langton

**APOLOGIES:** Councillor C Crossley Chairman  
Councillor P Probin

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### 31. Declarations of Interest

Members were reminded to declare any disclosable pecuniary or non-pecuniary interests related to items on the agenda.

**Outcome:** No declarations were made.

### 32. Approval of Minutes

**RESOLVED:** The minutes of the Parish Council meeting held on **9 July 2024** were reviewed and approved as a correct record.

### 33. Borough Councillor's Report

Councillor James Pearson was not in attendance.

### 34. Public Participation

There were no public contributions during this session.

### 35. Matters Arising from Previous Minutes

#### 35.1 Highway Concerns (Agenda Item 22):

Councillors discussed concerns related to road safety, signage, and maintenance, including:

- Addressing "Chorley" signage, dangerous bends, and road markings with the Ward Councillor.
- Encouraging residents to use **Fix My Street** to escalate issues.
- Exploring options for improved road safety measures, such as red markers and chevrons.

These matters will be brought to the Ward Councillor's attention at the next available opportunity, as well as raised during the next Police Cluster meetings.

#### 35.2 Governance - Internal Control Objective (Agenda Item 25):

The Clerk confirmed communication with the Internal Auditor to correct an error in Table "N" of the control objectives.

#### 35.3 Planning Applications Notification (Agenda Item 26):

The Clerk confirmed the Parish Council is now on Cheshire East's notification list for relevant planning applications.

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### 35.4 Parish Council Vacancies (Agenda Item 28):

There are **11 seats** total (Cholmondeley: 6, Chorley: 5), with **5 vacancies** (Cholmondeley: 2, Chorley: 3). Councillors agreed to explore co-opting new members.

### 35.5 Internet Café Proposal (Agenda Item 29):

The Clerk contacted the Community Development Officer, confirming funding eligibility would be for charities/community groups. Land ownership limitations prevent funding for community play areas.

## 36. Regular Reports and Updates

### 36.1 Police Update

Cllr. C. Hopley attended a police cluster meeting, reporting minimal crime activity in the ward.

## 37. Authorisation of Payments

**RESOLVED:** Payments from **1 July to 31 October 2024** were reviewed and approved:

Invoice date	Account name	Ref for payment	Reason for payment	Amount £
06/09/2024	Transfer to 08256241	Transfer to reserve Account	Transfer to reserve account (to gain interest)	1578.00
16/09/2024	D Foulkes	July/August/September	Payroll Charges	346.62
16/09/2024	HMRC Cumbernauld	120PY003255612503	HMRC payment	83.40
16/09/2024	AVOW	AVOW	Payroll Charges	12.58
29/10/2024	Transfer to 08256241	Transfer to reserve Account	Re: HMRC Tax	111.03
				<b>682.60</b>

**Note: Bank statements are provided to Councillors regularly.**

## 38: Income Update

Councillors noted income from **1 July to 31 October 2024**, totalling **£5,437.24**, including interest, precept payments, and grant funding:

Date	Payment Type	Details	Paid in £
31/07/2024	interest		10.58
30/08/2024	interest		9.56
06/09/2024	Cheshire East	8202761 (precept)	1578.00
27/09/2024	automated cr	groundwork (Neighbourhood Plan)	3701.00
30/09/2024	interest		11.73
29/10/2024	RE: Tax Refund	8202761	111.03
31/10/2024	interest		15.34
			<b>5437.24</b>

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**39. Precept and Budget Approval**

- **Precept Increase:** Approved increase from £3,156 to £3,300 for 2025/26.
- **Clerk's Pay Adjustment:** Hourly rate adjusted to **£16.65** in line with the Local Government Services Pay Agreement.
- **Budget:** Forecasted budget for 2024/25 was reviewed and approved.

**40. Governance**

- **Internal Audit Report:** Awaiting correspondence from auditors.
- **Scheme of Delegation:** Approved.
- **Persistent Communications Policy:** Approved.

**41. Neighbourhood Plan Update**

Councillor I. Cundy provided an update. A grant application for the Neighbourhood Plan has been submitted and approved. The Steering Group will meet on **26 November** and will host an open evening at a later date to gather resident input.

**42. Planning Applications**

- **Application 24/2277N:** Single-storey extension at Bank House Barns, Chorley.  
**Outcome:** No further comments were made.

**43. Parish Council Newsletter**

Councillors discussed:

- Drafting a newsletter for distribution in the New Year. Including information on hardship trusts and planning a fundraising event.

**44. Shared Items**

**44.1 First Aid Training:**

Training provided by the British Red Cross was well received. Covered use of defibrillators, choking aid, and locating AEDs. Future training on mental health and wellbeing for farmers is being considered.

**44.2 Grant Applications:**

Councillors explored funding for a new defibrillator and maintenance of the current one. Plans include adding a plaque to recognise Parish Council contributions.

**44.3 Notice Board Project:**

Councillors proposed purchasing long-lasting recycled notice boards, potentially with planters.

**44.4 Other:**

A resident has kindly offered to donate a piano to the Parish Council. Councillors will explore potential locations within the community where the piano could be utilised effectively.

**45. Date of Next Meeting**

The next meeting is scheduled for **18 March 2025**.

**RESOLVED:** That the above meeting dates are confirmed.

.....Chairman