

Cuddington Parish Council

**Minutes of the statutory meeting of the Council for the Parish of Cuddington
held on Monday 18th April 2016 at the Village Hall,
Norley Road, Cuddington, at 7.30pm.**

PRESENT:– Cllr Nixon - Chairman, Cllr Brooks, Cllr Chivers, Cllr Faulkner, Cllr Jones, Cllr Kerrigan, Cllr Lees and Cllr Shepherd.

Also present were: CWaC Cllr Tonge, Mrs J Chrimes - Clerk to the Council, Mrs Nicola Brown editor of the Round Tower newsletter.

During public forum Cllr Tonge advised members of matters affecting the village.

The meeting commenced at 7.30pm.

132. Apologies. CWaC Fifield, Cllr Chrimes and Cllr Vincent.

133. Declaration of Interest. There was none.

134. Minutes. Subject to an amendment, minute number 127d: add “with a further contingency of £1,270.00” it was proposed by Cllr Chivers and seconded by Cllr Faulkner **RESOLVED** that the minutes of the statutory meeting held on 21st March 2016, were accepted as an accurate record and duly signed by the Chairman.

135. Matters arising. Cllr Brooks advised members that to date she has received no report from the Cemetery committee Clerk or Chairman following a request made on 12th April 2016 in readiness for the Parish Annual Assembly scheduled on 20th April 2016, Cllr Brooks also reported that a proposal to have annual holiday of payments was not carried during a recent Joint Cemetery committee meeting.

The Clerk reported that Cllr Tonge is liaising with Mark Simmons, Senior Locality officer in relation to S106 money, which has been submitted for approval from the Capital Strategy Group, but due to annual leave he is unable to update the Council further.

136. Correspondence from local residents. The meeting received and noted correspondence in relation to the proposed car park at Mere Lane.

137. Planning Applications.

APP Number	Location	Proposal	PC Comments
16/01255/FUL	Bryn Farm Warrington Road	Car wash (retrospective)	No objections
16/01106/FUL	8 Lindsay Walk	Part single storey and part two storey extension to front.	No objections

b) Planning decisions and notices. Notices of decisions: Approval – 16/00917/FUL

Noted: Cllr Tonge left the meeting.

138. Financial Matters. The Clerk reported on the recent problem with Barclays banking telephone service, and that an action to transfer money internally had not been carried out leading to the community account becoming overdrawn on 24th March 2016. Currently the clerk is waiting for the Business Manager to contact her. It was **RESOLVED** that, having established what the current problem is, the Council may adopt modern banking methods such as online banking which includes internal electronic transfers.

It was proposed by Cllr Brooks and seconded by Cllr Kerrigan and **RESOLVED** that: a) the expenditure and income statements are accepted as a true record, b) Payments listed on the finance document be accepted, and funds to cover payments authorised shall be transferred by telephone from the business saver account to the community account by the clerk.

	BBF	£77,698.85
Payments authorised:	Mar-16	£5,030.19
		£72,668.66

Receipts

Barclays Bank - Interest earned 07.12.2015-06.03.2016	£8.13	£72,676.79
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Accounts

Barclays Community Account	-£2,061.80	
Barclays Business Saver Account	£62,962.89	
NS & Inv. Account 138 073 109	£11,775.70	£72,676.79

Payments authorised 18th April 2016

Cq No:	To whom paid	Particulars of payment	Statutory Provision	Inv. No.	Amount
102253	Colin Coles	Reimbursement for Survey Monkey NHP	(LGA1972, s145)	1	£300.00
Bacs	Employee	Salary April 2016	(LGA1972, s112)	2	£1,831.26
Bacs	Employee	Reimbursement TP & Internet April 2016	(LGA1972, s111)	3	£35.00
102254	Prism Design and Print	Round Tower Newsletter April issue inc NHP leaflet Issue	(LGA 1972, s142)	4	£463.00
102255	CSPPFA Ltd	Room Hire - March 2016	(LGA 1972, s111)	5	£25.50
102256	Cheshire Community Action	Membership Fees 2016-2017	(LGA1972,s111)	6	£50.00
102257	Mid Cheshire Footpath Society	Membership Fees 2016-2017	(LGA1972,s111)	7	£8.00
102258	ChALC	Affiliation Fees 2016-2017	(LGA1972,s111)	8	£1,446.31
102259	Graphish	Design & Print of Housing Needs Survey	(LGA1972, s145)	9	£590.00
102260	Viking Direct	Office Supplies	(LGA 1972, s111)	10	£125.68
					£4,874.75

c) Internal Auditor. It was proposed by Cllr Brooks and seconded by Cllr Kerrigan and **RESOLVED** that: Mr David Frith is invited to carry out the internal audit 2015/2016.

d) Annual Return Statements for external audit 2015/2016. It was proposed by Cllr Faulkner and seconded by Cllr Jones and **RESOLVED** that: the Council approve the Annual Governance Statement for 2015/2016 and also the Accounting Statements for 2015/16. The Clerk and Chairman duly signed them in the presence of the Council.

- 139. Neighbourhood Plan.** Cllr Kerrigan reported delivery of the Round Tower Supplement and the Housing Needs Survey to every household in the Parish, road show dates have now been scheduled for April. Thanks were given to volunteers and Councillor’s who helped with delivery.
- 140. Village Plan Implementation Group.** The notes received from the Village Plan implementation Group with information contained therein, were received and noted. It was further noted that the Council have previously committed to support the implementation groups and appreciate all their hard work. The Council advised Cllr Faulkner that they look forward to considering an outline of any potential costings in order for them to progress. The Clerk advised the meeting that there is an unspent balance of £943.11 from 31st July 2015. Noted: In relation to minute number 128/2016 the £300.00 for equipment to monitor traffic on Ash Road was not now required.
The Clerk will contact the webmaster to invite him to the next working group, with regards to improving the village website with links as appropriate. The working group will carry out a presentation and put forward proposals at the next statutory meeting.
- 141. Flea Moss Pit.** Noted: that further to minute number 129/2016, Moss haselhurst have been appointed as Solicitor. The closing date for sealed bid informal tenders is 26th May 2016.
- 142. Written reports from other meetings.** There were none.
- 143. Village Maintenance.** Correspondence was received from Collections Manager, Royal Mail advising the Council that they have found a potential location for a post box to be installed on a pedestal in Weaverham Road, the Council will reply to Royal Mail urging them to reinstall a post box in School Lane/Chester Road due to post box at Define Wines being removed.
Information on the removal of the bus shelter in School Lane will be sought from CWaC highways department.
- 144. Correspondence and any other business.**

From	Date	Action/Venue/Information
CWaC	26 th April	Temporary road closure – Moorland Ave.
CWaC	26 th April	Temporary road closure – The Coppice.

There being no further business the meeting closed at 9.45pm

Date.....

Signed..... Chairman