

**Minutes of the Ordinary Meeting at 7:30pm
Monday 12th September 2022.**

Councillors in attendance: Jo Butler (JB), Ian Pulley (IP), Victoria Coward (VC), Rachel Blood (RB)

Parish Clerk: Michelle Andrew (MA)

1.	Apologies for Absence Alex Baker (AB)									
2	Declarations of interest. None									
3	Public Forum No members of the public present									
4 Noted	Feedback and information sharing with Cheshire East Councillors Councillor Jos Saunders has suggested applying for a grant to fix / provide new equipment for the play park on the village field – see Minutes Item 16 for more information.									
5. Noted Noted Noted	PCSO comments The next PCSO surgery will be held on 15 th September 6-7pm. One resident attended the last surgery. PCSO is back to being able to enforce speeding on Macclesfield Road through the village. PCSO attended the site on 06/09/22 and caught 2 vehicles exceeding the speed limit.									
6. Noted	To agree as a true record, the minutes of the Ordinary Meeting of the Parish Council held on Monday 25th July 2022 Approved 3 FOR									
7. Approved	Finance a. Payments to be authorised by the council BACS <table border="1"> <tr> <td>Autela Payroll Services</td> <td>£ 51.61</td> </tr> <tr> <td>L Smallwood Cleaning</td> <td>£100.00</td> </tr> <tr> <td>M Andrew – Namesco SSL Certificate</td> <td>£ 68.39</td> </tr> <tr> <td>J Butler – Expenses (Commemorative flowers)</td> <td>£ 38.00</td> </tr> </table>	Autela Payroll Services	£ 51.61	L Smallwood Cleaning	£100.00	M Andrew – Namesco SSL Certificate	£ 68.39	J Butler – Expenses (Commemorative flowers)	£ 38.00	
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	Hall Hire Retainer Refund (Party 10/09/22)	£150.00
	Clerk Salary August	£179.82
	R Blood – Expenses (Commemorative Book)	£ 29.00
	PCC of Whaley Bridge (Magazine Advertising)	£ 70.00
	Total	£686.82
	4 FOR	
	Cheques	
	None issued or waiting to be cashed	
	b. Bank Statement Reconciliation	
Noted	Bank accounts at the end of July 2022	
	Current Acc	£30,658.36
	Renovation Acc	£37.24
	TOTAL =	£30,695.60
Noted	Bank accounts at the end of August 2022	
	Current Acc	£30,992.51
	Renovation Acc	£37.24
	TOTAL =	£31,029.75
Noted	Direct debits paid in July 2022	
	BT	£ 45.12
	Yu Energy Electricity	£ 38.90
	Yu Energy Gas	£ 49.74
	Water Plus	£ 6.08
Noted	Direct debits paid in August 2022	
	BT	£ 45.12
	Yu Energy Electricity	£ 56.12
	Yu Energy Gas	£ 13.41
	Water Plus	£ 61.20
Noted	c To update council on online access to banking progress	
	Online banking access has been finalised and Clerk now has access. Compensation of £200 was received into the Councils bank account for the process taking so long.	
	A further complaint was made when the address on the councils bank account was showing as that of one of the councillors and not the village hall. This has been rectified and compensation of £50 was received.	

<p>8.</p> <p>Approved</p> <p>Action</p>	<p>To begin discussions regarding the Budget 2023/24 and precept request.</p> <p>Clerk will complete a 'Budgeting for Clerks & Finance Staff' course at a cost of £30 – 4 FOR</p> <p>Clerk will then begin the 2023/24 budget for further discussions at the next meeting.</p>	
<p>9.</p> <p>All Noted</p>	<p>To inform council on progress with the Audit</p> <p>External auditor contacted clerk for clarity on a number of points.</p> <ul style="list-style-type: none"> - Explanation on why Section 2 Boxes 2 & 3 were amended on the AGAR form for 20/21 - Clerk informed auditor and council that this was due to an error with the precept entered on last years submission. - Based on previous External Audit Report, auditor was expecting changes to Box 3 & 6 for the 2021 figures by £76 and this was not done – Clerk explained that they were not aware this change was required. - Answer for Section 2 Box 11 was not consistent with the prior years response – Clerk explained this was an error with the previous years submission. - Conclusion from auditor that AGAR was not accurately completed before submission for review due to the £76 not being amended. This will now be passed to an engagement lead for review. 	
<p>10.</p> <p>Noted</p>	<p>To update council on review of Financial Regulations</p> <p>The Financial Regulations, along with the Standing Orders of the Council have now been published on the Website.</p>	
<p>11.</p> <p>All Noted</p> <p>Approved</p>	<p>To note any correspondence received</p> <p>Remittance Advice from Cheshire East Council for the second instalment of the 2022/23 Parish Precepts Payment.</p> <p>ICO (Information Commissioners Office) Data Protection renewal fee is due and payment will be collected by Direct Debit on or before 01/10/22.</p> <p>Water Plus are moving the Water Plus account to monthly billing. Payment will continue to be taken via direct debit.</p> <p>Office of Police & Crime Commissioner inviting council to complete survey on proposed refresh of Police & Crime Plan.</p> <p>Clerk has been copied into an email from resident to Traffic Management Officer of Cheshire Police asking for a meeting in the village about traffic calming measures.</p> <p>Email from SAAA (responsible for appointing external auditors to all opted-in smaller authorities) informing council that the next 5 year appointing period runs from 2022-23 until 2026-27 and advising council of their option to opt-out and to appoint their own auditor. Council decided to remain opted-in – 4 FOR</p>	

<p>12.</p> <p>Noted</p>	<p>To consider Planning applications received</p> <p>Application received 27/07/22 – NP/CEC/0722/0904. As no meeting was due to be held before the required response date, this was emailed to councillors for consideration. There were no objections to the application and this was corresponded to Peak District National Park Authority via email on 17/08/22.</p>	
<p>13.</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>	<p>Reports from Community Events working party.</p> <p>The community events working party will be meeting regularly with a number of events planned for the coming months.</p> <p>The Kett 100 Christmas Party will take place on Saturday 3rd September. Ideas for this will be sought from the Parish Council with it being the first year that the council has taken charge of the organisation.</p> <p>The Christmas Fare will take place on Saturday 26th November.</p> <p>Other events may include a Soup Day and a Quiz.</p> <p>CRTA was not signed up for this year due to ongoing uncertainty surrounding COVID 19. Plans to resume this for next year.</p>	
<p>14.</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>	<p>To discuss maintenance of the hall and garden.</p> <p>Fire Doors have become very difficult to shut. Quotes will be sought to replace these.</p> <p>Some of the lights on the walk down the side of the hall are not working. These will be checked and replaced.</p> <p>Further quotes will be sought for replacement fascia boards with the aim to have the work carried out before the end of the year.</p> <p>The wall and ceiling upstairs in the hall has cracks showing. Quotes for remedial work and repainting will be sought with the aim of having the work carried out next year.</p> <p>Discussions about a tree being planted on the village field in remembrance of HRH Queen Elizabeth II. A willow tree was suggested. Prices will be sought.</p>	
<p>15.</p> <p>All Noted</p>	<p>To discuss hall lettings.</p> <p>a Recent bookings of the hall</p> <p>Yoga, WI and WB Band continue to use the hall. Choir practise will begin weekly on Tuesday evenings except when the hall is being used by the WI. There has been interest from an animal therapy group who would like to look around the venue. There has been an enquiry about using the hall for running a craft club for local residents. Councillors suggested helping resident apply for a Cheshire East PACP grant.</p>	

	b To arrange access to the hall for non-regular users during September and October.	
Noted	Events will be put on Whatsapp closer to the time and councillors will arrange access.	
16.	To discuss applying for a National Lottery Community Fund grant with a project for upgrading the play park on the village field.	
Approved	Councillors suggested forming a sub-committee to look at options for the play park – 4 FOR.	
Noted	Options discussed included applying for a grant / purchasing the field and park to hold in trust.	
Noted	Councillors hope to discuss these options further with Cheshire East Councillor JS and plan to invite her to a meeting of the sub-committee.	
Noted	A public consultation was suggested to be able to gain the thoughts and ideas of as many people as possible who would benefit from improvements to the field and play park.	
17.	Update on progress in trying to acquire grit bins for the village.	
Noted	Councillor AB has emailed the forms across to Cheshire East Council however has not received a response.	
Action Action	Clerk will try emailing these forms now to see if a response can be sought. Councillors would also like Clerk to enquire about whether Cheshire East will fill grit bins should the Parish Council purchase their own or whether the Parish Council will also need to fill them.	
18.	To further discuss Flooding Issues in the village.	
Noted	No further updates to report.	
19.	Update on obtaining an SSL Certificate (Secure Sockets Layer) for the Kettleshulme.org website.	
Noted	A 1 year certificate has been obtained by the Clerk. The website now features a secure padlock.	
Noted	Councillor VC has also been trying to set up an online payment page / link on the Parish Council website for residents to be able to purchase event tickets online. VC will update again at the next meeting.	
20.	Update on the renewal of the Gas and Electricity contracts for the village Hall	
Noted	Clerk has switched the Gas and Electricity for the village hall to Opus Energy on a 3 year fixed tariff.	
Approved	Councillor JB will be added as a secondary contact on the account. 3 FOR	

21.	<p>Items for future meetings</p> <p>None</p>	
<p>20.</p> <p>Noted</p> <p>Noted</p>	<p>Items for information</p> <p>Clerk informed council that she has been updating the website over the past month and making the minutes / agendas / financial information easier to navigate.</p> <p>Councillor IP informed council that the Defib machine on the side of the village hall has been subject to a recall. He booked an online collection for this to be taken away and a replacement brought in the interim, however they did not show to collect. He will try again. There will be a short period of time (1 day) when the defib will not be available until the temporary replacement can be installed. The issue with the recalled unit is that it may report 'battery low' when in use when the battery is actually not low.</p>	
<p>20.</p> <p>Noted</p> <p>Approved</p>	<p>Date and time of the next meeting</p> <p>Monday October 17th 2022 @ 7.30pm.</p> <p>The meeting scheduled for November will be moved to December 5th due to Councillors JB, IP and VC all being unable to attend on the originally scheduled date of November 21st – 4 FOR.</p>	

The meeting concluded at 9:10 pm.