

**Minutes of the Ordinary Meeting at 7:30pm
Monday 18th September 2023.**

Councillors in attendance: Derek Heiron (DH), Charlie Blood (CB), Victoria Coward (VC), Jo Butler (JB), Ian Pulley (IP), Rachel Blood (RB), Alex Baker (AB), Jos Saunders (CE-JS)

Parish Clerk: Michelle Andrew (MA)

1.	Apologies for Absence.	
Noted	All Parish Councillors present.	
2.	Declarations of interest.	
Noted	Councillor AB has submitted a quote to the Clerk from his company for replacement fascia boards for the village hall.	
3.	Public Forum.	
	No members of the public present	
4.	Feedback and information sharing with Cheshire East Councillors.	
All Noted	<p>Cheshire East Councillor CE-JS shared how there is still no real progress with Cheshire East and ANSA regarding the play park on the village field. She pointed out how the attempts to get new equipment for the park had been ongoing for 2 years now. Councillor JB also brought to Council's attention how Crewe had recently received a new playpark as part of their 'Pockets Park Project', which is being led in partnership with Cheshire East Council and ANSA Environmental Services.</p> <p>CE-JS shared that details of a consultation on car parking charges in Cheshire East will soon be shared with local residents and Councils. Councillors pointed out an immediate issue about how the machines will likely require payment via a mobile app however mobile signal in some areas of Cheshire East is poor so the mobile app will not always work.</p> <p>CE-JS shared that a new banding system for SEND that aims to be more flexible to the needs of each individual child has been successfully trialled in a number of schools in the area and is now being extended to further schools.</p> <p>CE-JS mentioned the green bin waste collection charges that are being brought in from January 2024.</p> <p>RB spoke of the closure of the B5470 between Whaley Bridge and Kettleshulme which is due to be closed for 4 weeks from September 25th. She expressed how the children at St James' school would have issues getting into school on time as the diversion was very long and traffic would be even worse than usual due to the road closure.</p>	

<p>5.</p> <p>All Noted</p>	<p>PCSO comments.</p> <p>PCSO was not in attendance at the meeting. Clerk received email sharing that she plans to continue attending the village with a speed gun.</p>																													
<p>6.</p> <p>Approved</p>	<p>To agree as a true record, the minutes of the Ordinary Meeting of the Parish Council held on Monday 17th July 2023.</p> <p>Approved 5 FOR.</p>																													
<p>7.</p> <p>Approved</p> <p>Noted</p> <p>Noted</p>	<p>Finance.</p> <p>a. Payments to be authorised by the council.</p> <p>BACS</p> <table border="1" data-bbox="336 837 1265 1144"> <tr> <td>Clerk Salary August</td> <td>£ 197.22</td> </tr> <tr> <td>Clerk Salary September</td> <td>£ 197.42</td> </tr> <tr> <td>HMRC PAYE – Q2</td> <td>£ 148.00</td> </tr> <tr> <td>L Smallwood – Cleaning & Supplies – Aug & Sept</td> <td>£ 106.65</td> </tr> <tr> <td>Mottram Gardens – Gardener – Aug & Sept</td> <td>£ 80.00</td> </tr> <tr> <td>PKF Littlejohn LLP – External Audit</td> <td>£ 252.00</td> </tr> <tr> <td>Gas Point Services – Boiler Service</td> <td>£ 135.00</td> </tr> <tr> <td>Total</td> <td>£ 1,116.29</td> </tr> </table> <p>7 FOR</p> <p>Cheques None issued or waiting to be cashed.</p> <p>b. Bank Statement Reconciliation.</p> <p>Bank accounts at the end of July 2023</p> <table data-bbox="336 1552 746 1659"> <tr> <td>Current Acc</td> <td>£ 6,927.13</td> </tr> <tr> <td>Reserve Acc</td> <td>£25,091.57</td> </tr> <tr> <td>TOTAL =</td> <td>£32,018.70</td> </tr> </table> <p>Bank accounts at the end of August 2023</p> <table data-bbox="336 1771 746 1879"> <tr> <td>Current Acc</td> <td>£ 7,456.96</td> </tr> <tr> <td>Reserve Acc</td> <td>£25,121.44</td> </tr> <tr> <td>TOTAL =</td> <td>£32,578.40</td> </tr> </table>	Clerk Salary August	£ 197.22	Clerk Salary September	£ 197.42	HMRC PAYE – Q2	£ 148.00	L Smallwood – Cleaning & Supplies – Aug & Sept	£ 106.65	Mottram Gardens – Gardener – Aug & Sept	£ 80.00	PKF Littlejohn LLP – External Audit	£ 252.00	Gas Point Services – Boiler Service	£ 135.00	Total	£ 1,116.29	Current Acc	£ 6,927.13	Reserve Acc	£25,091.57	TOTAL =	£32,018.70	Current Acc	£ 7,456.96	Reserve Acc	£25,121.44	TOTAL =	£32,578.40	
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<p>8.</p> <p>All Noted</p>	<p>To update Council on progress with the External Audit.</p> <p>Clerk shared with Councillors that Auditors had emailed asking for a further breakdown of payment variances. Clerk sent this information, and the Audit has now been complete.</p> <p>The External Auditors Report has been received stating ‘Sections 1 and 2 of the AGAR are in accordance with Proper Practices and no other matters have come to our attention giving cause for concern’.</p> <p>Clerk has published the ‘Notice of Conclusion of Audit’ on the website along with the Certified AGAR 2022/23.</p> <p>VC has placed a copy of the ‘Notice of Conclusion of Audit’ on the Council’s noticeboard.</p>																	
<p>9.</p> <p>Noted</p> <p>Approved Action</p>	<p>To assess the Risk Assessment for the Village Hall in preparation for upcoming events.</p> <p>Councillors reviewed the Risk Assessment and deemed that no amendments or additions were required.</p> <p>Approved 7 FOR.</p> <p>Clerk will now up-issue the Risk Assessment to 2023/24.</p>																	
<p>10.</p> <p>Noted Action</p>	<p>To discuss issues arising from the impending closure of the B5470 between Kettleshulme & Whaley Bridge.</p> <p>Discussed above – Point 4.</p> <p>RB will contact Derbyshire County Council on behalf of the Parish Council to express concerns over the closure and to find out how the buses will be running during the period of closure.</p>																	
<p>11.</p> <p>Noted</p>	<p>To note any correspondence received.</p> <p>Clerk has received an email from JDH Business Services Ltd to share their new portal for submitting documents in preparation for the 2023/24</p>																	

<p>Action Approved Noted Action All Noted</p> <p>Action All Noted</p>	<p>internal audit. Clerk will sign and return the engagement letter for this. Approved 7 FOR. ICO renewal email has been received. Clerk will check into how this is usually paid. Remittance Advice received from Cheshire East Council for the second instalment of the precept. This was received into the bank 07/09/23. Clerk received national data collection survey from NALC about the May 4th local elections. Clerk will complete survey with VC. Emails from Disley, Rainow, Poynton and Cheshire East Councils inviting Chair JB to their Civic Services. JB is unable to attend, and these have been regretfully declined. JB has been contacted by the WI asking whether the Council can purchase a projector screen to be fitted inside the hall. Councillors decided that they are happy to carry out the fitting should the WI wish to purchase a screen themselves. JB will find out further what they require. JB has completed the Flexibus consultation on behalf of Kettleshulme & Lyme Handley Parish Council. JB tried to join a Cheshire East Council Facebook group which asked her to confirm which Parish she resides in. She shared with Councillors that Kettleshulme was not an option she could select. JB has received CRTA event booklets to distribute to residents.</p>	
<p>12.</p> <p>Noted</p>	<p>To consider Planning applications received.</p> <p>Notice received that planning application – NP/CEC/0723/0784 – has been granted subject to conditions.</p>	
<p>13.</p> <p>All Noted</p>	<p>Reports from Community Events working party.</p> <p>A meeting will be arranged soon to organise upcoming events including the Seniors Christmas Party and the Christmas market style fare. A CRTA blues band event has been arranged for Friday 13th October and tickets are now on sale.</p>	
<p>14.</p> <p>All Noted</p>	<p>To begin discussions for the D-Day 80th Anniversary Celebration on 6th June 2024.</p> <p>An event will take place on Saturday 8th June. Like previous events, this will be a picnic in the park style event. The community events working party will discuss further at their next meeting.</p>	
<p>15.</p> <p>Noted All Noted</p>	<p>To discuss maintenance of the hall and garden.</p> <p>a. Fascia board quotes. AB left the room so Councillors could discuss the quotes received. 3 Quotes have now been received for the full work which are as follows ...</p> <ul style="list-style-type: none"> - High Class Roofing £9,400 + VAT - S. Maney Roofing Contractors £9,650 (Not VAT registered) 	

<p>Approved All Noted</p> <p>Noted</p> <p>All Noted</p> <p>Noted</p> <p>Noted</p>	<p>- ARC Baker £9,600 (Not VAT registered)</p> <p>As the quotes were all very similar, Councillors voted to go with ARC Baker as they have received good reviews about the quality of work – 6 FOR. As ARC Baker is not VAT registered, Councillors expressed that the Council could purchase the materials and ARC baker could carry out the work. This would bring the cost down of the work as the council could claim back the VAT on materials.</p> <p>AB returned to the room and Councillors asked if he could revise his quote to split labour and materials. Revised quote to be brought to the next meeting.</p> <p>b. Replacement doors quotes. Quotes being sought.</p> <p>c. Replastering / decorating hall. IP suggested that it would be worth looking into panelling the main hall instead of replastering as this would be more long lasting and it may be possible to also add a thin layer of insulation behind the panels. This idea would likely need further investigation and IP suggested also replacing the radiators at the same time. Estimated that the hall would require closing for 1 month to carry out all of the work. Quotes to be sought.</p> <p>d. Creating storage upstairs. Quotes will be sought.</p> <p>e. Hall floor repair. 1 quote was received to sand and seal the hall floor at £1,850 and the stage at £400.</p>	
<p>16.</p>	<p>Updates on improvements to the playground on the village field.</p> <p>No updates.</p>	
<p>17.</p> <p>Noted</p>	<p>To discuss hall lettings.</p> <p>The hall has been booked for the Goyt Valley Challenge this month to be used as a pitstop.</p>	
<p>18.</p>	<p>Update on ownership paperwork for the village hall.</p> <p>No updates.</p>	
<p>19.</p> <p>All Noted</p>	<p>Update on Drainage Issues in the village.</p> <p>Cheshire East Highways came to meet with AB for a walk around the village to view the drains that needed flushing or maintenance. These were then flushed a few weeks later and the storm drains have also been cleared out.</p> <p>A road sweeper came through the village earlier this month also. AB was informed that the drains on Side End verges will need further work including some digging out.</p> <p>AB will keep in contact with highways about these issues.</p>	

20.	Items for future meetings.	
Noted	To look into having the hall revalued.	
21.	Items for information	
	None.	
22.	Date and time of the next meeting	
Noted	Monday 16 th October 2023.	

The meeting concluded at 9.07 pm.