**FINAL MINUTES OF THE ANNUAL MEETING OF MANLEY PARISH COUNCIL HELD ON WEDNESDAY 17th MAY 2017 IN MANLEY VILLAGE HALL AFTER THE CLOSE OF THE ANNUAL PARISH MEETING**

**PRESENT:** Councillors: Ian Walton (Chairman),Pam Brook (from 8.25 pm),Jane Challinor, Colin Ford, Chris Fryar,

Nigel Gilding, Peter Sherlock

Councillor Eleanor Johnson (CW&C Borough Councillor)

Gaynor Hawthornthwaite (Clerk)

There were no members of the public in attendance.

Councillor Walton welcomed Colin Ford to the meeting who had expressed an interest in being co-opted onto the Parish Council and had been invited to the meeting. It was agreed that Colin should be co-opted as a Manley Parish Councillor. Colin accepted the position of a Manley Parish Councillor and is to sign and

return the Declaration of Acceptance and Disclosure of Interests Forms to the Clerk.

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| **1.** | **APOLOGIES FOR ABSENCE**  Apologies were received from Councillors K Bone and S Frood. |
| **2.** | **ELECTION OF CHAIRMAN FOR THE COMING YEAR**  Councillor Walton was elected as Chairman for 2016/17. This was unanimously agreed. Councillor Walton accepted the position of Chairman and signed the Declaration of Acceptance of Office form. |
| **3.**  **4.** | **ELECTION OF VICE CHAIRMAN FOR THE COMING YEAR**  Councillor Gilding was elected as Vice Chairman for 2016/17. This was unanimously agreed. Councillor Gilding accepted the position of Vice Chairman and signed the Declaration of Acceptance of Office form.  **DISCLOSURE OF INTERESTS** |
| **5.** | There were no interests declared.  **APPROVAL OF MINUTES OF A MEETING HELD ON 22ND MARCH 2017**  These were agreed as a correct record and signed by the Chairman. |
| **6.** | **SAFETY AND SECURITY** |
|  | **6.1 Neighbourhood Watch Update**  Councillor Walton reported that the group met two weeks ago. Discussions are ongoing relating to the processes and ways of working with the Police and the Police and Crime Commissioner. The ways in which information could be disseminated and reported back to the co-ordinators to communicate to the community on-line and also to vulnerable residents is also being considered.  Councillor Walton is considering liaising with Chalc to publicise the Neighbourhood Watch Scheme changes that are taking place. |
| **7.** | **ENVIRONMENTAL MATTERS**  **7.1 Fracking Update**  INEOS and iGas have confirmed that they will keep the community informed well in advance of any activities, and it is probable that some seismic data acquisition will occur in the next 12 to 18 months. The latest situation on the PEDLs and discussions with INEOS and iGas are available on the Parish Council website. |
| **8.** | **HIGHWAYS**  Councillor Walton has arranged to meet with Andy Hamman from CW&C Highways on 25th May to review and discuss the options on New Pale Road. Andy is also preparing a report on the Dark Ark Lane – Manley Road junction.  Councillor Sherlock asked if the visibility at the crossroads and the need to keep hedges cut back could also be mentioned.  **Action: Councillor Walton to follow up with CW&C Highways** |
| **9.**  **10.** | **COMMUNITY**  **9.1 Fibre Optic Broadband Coverage**  It was agreed that Andrew Arditti from Connecting Cheshire should be invited to attend a Parish Council meeting to provide the PC with more information on Broadband coverage.  **Action – Councillor Walton to follow up with Andrew Arditti**  **9.2 Playing Field**  After discussion about the condition of the grass on the playing field, it was agreed that as the field is too dry at the moment to mow plough, it should be left for the time being and that fertiliser should be applied at a later date.  **9.3 Allocation of Expenditure on Village Hall Defibrillator**  The purchase of the defibrillator, which is located in Manley Village Hall, was a three-way split between Manley PC/Mouldsworth PC and Manley Village Hall Committee. As the replacement pads were purchased by Mouldsworth PC in February 2016, it was agreed the Manley PC and the Village Hall Committee should purchase the replacement pads this year (a 50/50 split).  **Action: Councillor Walton to contact Manley Village Hall Committee**  **PLANNING**  The following planning applications had been received by the PC:   * **17/0715/FUL – Badgers Lodge, Dark Art Lane, Manley: Construction of replacement garage and basement level annexe**   There were no comments from the PC.   * **17/01745/FUL – 1 and 2 Claim Farm Cottages, New Pale Road, Manley: Proposed implement store and workshop.**   There were no comments from the PC.   * The Forest Holidays planning application was refused at a Planning meeting held on 4th April. It was agreed that a letter of thanks should be sent to John Crawford.   **Action – Councillor Walton to write to John Crawford.** |
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| **11.** | **FINANCE**   * **Review of Current Financial Position**   The PC account balance as at 18th April 2017 was £16,900.13. The 2017/2018 Precept of £4409 was  received from CW&C on 6th April 2017.   * **Approval of Annual Audit Return** * Completion of Section 1 – Annual Governance Statement 2016/17:  The PC considered points 1-8 of the Statement in Section 1, which was approved and signed by the Chairman and the Clerk/Responsible Financial Officer. * Completion of Section 2 – Accounting Statements 2016/17: The PC considered the Statement in Section 2, which was approved and signed by the Chairman and the Clerk/Responsible Financial Officer. * **Approval of Accounts – 2016/2017**   The end of year accounts were approved and the internal auditor’s report was received and noted.  **RESOLVED/- Clerk to return the completed Audit Return to the external auditor and to arrange to display the 2016/17 Accounting Statements and the Exercise of Public Rights Accounts on the noticeboards and website.**  Ch Cheques were approved and signed for:   * Cheshire Community Action Membership - £20.00 * Mid Cheshire Footpath Membership - £8.00 * Chalc Affiliation Fee - £187.60 * Manley Youth Room Bookings - £104.50 * Data Protection Registration Renewal – ICO - £35.00 * Insurance Renewal – (from 01.06.17) - £163.32 * Land Registry Search – Ownership of the Village Hall Land - Land Registry - £4.00 |
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| **12.** | **CLERK’S REPORT AND CORRESPONDENCE**  The Clerk reported that currently hard copies of planning applications are received by the PC and  asked whether this should continue. It was agreed that hard copies are no longer required and  that should a hard copy be requested, this could be obtained from CW&C Planning. It was also agreed that the hard copies currently on file could now be destroyed.  **Action – Clerk to notify CW&C Planning that hard copies are no longer required and to destroy the**  **hardcopies that are currently on file.**  The following correspondence had been circulated and noted since the March 2017 meeting:  **Cheshire West & Chester Council**   * Electoral Review of Cheshire West and Chester: Warding Arrangements – Comments by 5th June 2017   **Cheshire Police**   * Police & Crime Commissioner and Chief Constable’s Updates * Newsletters   **Chalc**   * Newsletters and Bulletins |
| **13.** | **DATE OF NEXT MEETING**  The next meeting to be held is on **Wednesday 26th July 2017 at 8.00 pm.**  Councillor Sherlock sent his apologies for this meeting. |
|  | **ANY OTHER BUSINESS**  The following items were reported:   * Councillor Gilding mentioned that he had received a request from the residents of Kingswood about a donation towards the unadopted road in Kingswood Park.   **Action – Clerk to note as an agenda item for the next meeting.**   * Councillor Brook, and suggested that following the successful village event that Harry Gorse held recently the PC may wish to consider supporting the event if it is held next year.   **Action – Councillor Walton to follow up with Harry Gorse**   * Councillor Brook also mentioned that the publication of the Village Magazine is now to be on an annual basis. * The bench for the Memorial Garden is to be purchased by Councillor Sherlock. |
|  | The meeting closed at 9.15 pm  Signed . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Date . . . . . . . . . . . . . . . . . |