

NOTES OF A MEETING HELD ON WEDNESDAY 20th JULY 2022 AT 7.30 PM

Councillors: Ian Walton (Chairman), Pam Brook, John Bunting, Colin Ford, John Gilding, Jonathon Roberts and Peter Sherlock

Councillor Hugo Deynem - Cheshire West and Chester Council.

Parish Clerk - Gaynor Hawthornthwaite

Before the meeting commenced, Councillor Walton was thanked for organising the residents' meeting and for his contribution at that meeting.

1. APOLOGIES FOR ABSENCE

Councillors Jane Challoner and Mark Gilson.

2. DISCLOSURE OF INTERESTS

Councillor Ford declared a personal interest in planning application 22/02147/FUL - Land at Apple Tree Cottage and would not take part in any discussions or comment on the application.

Councillor Gilding declared a personal interest in planning application number 22/02545/TPO - 5 Kingswood Park and would not take part in any discussions or comment on the application.

3. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 22ND JUNE 2022

These were unanimously approved as a correct record and are to be signed by the Chairman.

Open Forum

There were no members of the public in attendance at the meeting.

4. SAFETY AND SECURITY

No items reported.

5. ENVIRONMENTAL MATTERS

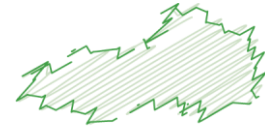
No items reported.

6. HIGHWAYS

No items reported.

7. COMMUNITY

No items reported.



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8. PLANNING APPLICATIONS

- **22/02499/FUL: Pingot Lane - Update on current status and agree actions arising**

Following discussion about this application, it was agreed, by unanimous decision, that the Parish Council will submit an objection to this planning application.

Action – Councillor Walton to send the PC’s response to the Clerk to submit to CW&C.

The Parish Council will consult with other parish councils in the Sandstone Ward about similar planning applications, with a view to submitting a written summary to the CW&C Chief Executive.

Action – Councillor Walton to consult with other Sandstone Ward parish councils.

- **22/02147/FUL** - Land at Apple Tree Cottage – Any comments to be submitted to the Clerk before 3rd August
- **22/02177/FUL** - Rookery Cottage – Any comments to be submitted to the Clerk before 3rd August
- **21/03731/FUL** - Holdens Lodge – Any comments to be submitted to the Clerk before 26th July
- **22/02545/TPO** - 5 Kingswood Park - Any comments to be submitted to the Clerk before 2nd August
- **22/02499/FUL** - Land to Rear of Plum Tree Farm – Any comments to be submitted to the Clerk before 3rd August
- **22/01911/FUL** - Rangeway Bank Farm – There were no PC comments.

9. FINANCE

Approval of the Risk Assessment and Retention of Documents policy

Prior to the meeting, the amended Retention of Documents and Data Processing Policies had been circulated for reviewing.

The Data Processing and Risk Assessment policies were approved.

Approval of Internal Auditor for 2022/23

It was agreed that, for consistency, JDH Business Services should again be asked to complete the Manley PC internal audit for 2022/23.

Review Current financial position

The MPC bank account balance as at 1st June 2022 was £16321.74

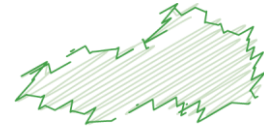
In accordance with the PC’s financial regulations a financial report and July Budget Monitoring Report, with details of the budget and forward planning, had been circulated prior to the meeting

Quarterly Audit Checks

In accordance with the Financial Regulations, the Clerk provided Councillor Gilding with all the current 2022/23 financial paperwork at the meeting so that a quarterly audit check on the financial accounts could be completed.

Approval of the following payments:

- Clerk’s August net Salary (£190.68)



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It was agreed that from 18th August 2022, the PC should amend the monthly standing order for the Clerk's salary to a net amount (£190.68) and set up an account with HMRC for the tax payments due on the Clerk's salary with effect from September 2022 (2nd quarter).

It was noted that the clerk had made a payment to HMRC on 17th July of £137.80 for the tax due on the Clerk's salary for the first quarter 2022/23.

The following were approved for online payments:

- Room Hire Manley Village Hall – PC Meeting 20th July 2022 - £24.00 – Manley Village Hall
- Reimbursement to the Clerk for payment of Printer Cartridge for PC Printer £43.22 and 5 Reams of A4 Paper £11.95 (£35.86 cost split between 3 parish councils) totalling £55.17

10. CLERK'S REPORT AND CORRESPONDENCE

The Clerk reported on the following:

The following Bulletins and Circulars had been received since the June 2022 meeting:

Chalc

- Weekly Bulletins and Training Dates
- Town and Parish Online Connections Event: New Kerbside Recycling Service 26th July 6pm to 7pm
- Civility and Respect Project Newsletter
- Delamere Forest Neighbours Newsletter July 2022

11. DATE OF NEXT PC MEETING

The next PC meeting is to be held on **Wednesday 21st September 2022 at 7.30 pm**

ANY OTHER BUSINESS

No items reported.

The meeting closed at 8.30 pm.