

Manley Parish Council

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**MINUTES OF A MEETING HELD ON WEDNESDAY 4TH JANUARY 2023 AT 6.00 PM
AT MANLEY VILLAGE HALL**

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

Parish Clerk - Gaynor Hawthornthwaite

There was one member of public in attendance who was welcomed to the meeting.

1. APOLOGIES/NON-ATTENDANCE

Cheshire West and Chester Ward Councillor Hugo Deynem and Manley Parish Councillors John Bunting, Peter Sherlock and Jane Challoner.

2. DISCLOSURE OF INTERESTS

None declared.

3. APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 14TH DECEMBER 2022

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

Public Speaking Time/Open Forum

There were no items reported.

4. SAFETY AND SECURITY

No items reported.

5. ENVIRONMENTAL MATTERS

No items reported.

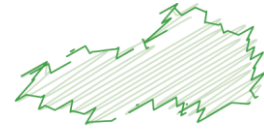
6. HIGHWAYS

No items reported.

7. COMMUNITY

7.1 Review Ward Members Budget Award funding application for a gazebo at the Village Hall and approve any surplus expenditure as a non-budgeted item.

It was agreed that the PC should make an application for funding from the Ward Members Budget Award Scheme for a gazebo at the Village Hall. The application is for £750, which would be split 50:50 between the Ward Member's budget and the PC. The PC approved the £375 for the gazebo as a non-budgeted item of expenditure.



8. PLANNING APPLICATIONS

8.1 Pingot Lane Planning applications - update and decide further Parish Council action

There has been no update on these applications.

9. Review of the PC Policy Documents

The following policy documents were reviewed and approved with no amendments.

It was noted that in accordance with the Risk Assessment that all councillors should only use the manleypc email address for Manley PC correspondence.

- Risk Assessment
- Standing Orders
- Financial Regulations and Financial Processes
- Privacy Notice
- Assets Register
- Retention of Documents
- Data Processing
- Member Code of Conduct – last reviewed in April 2022. The PC await any confirmation from CW&C about any changes.

Review Level of Fidelity Insurance

There was no change to the level of Fidelity Insurance as detailed in the Insurance policy.

Action – Councillor Roberts to check all the manleypc email addresses.

10. FINANCE

Review of Current Financial Position

The MPC bank account balance as at 1st December 2022 was £14694.18

Approval of 2023/24 budget and 2023/24 Precept

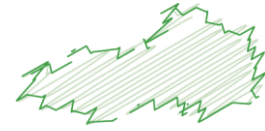
Budget 2023/24 and 3-Year Budget

Following the amendments that were agreed at the December meeting, the amended 2022/23 budget and the 3 Year Budget Forecast were all circulated at the meeting and were reviewed and approved.

In the 3-year budget forecast the PC agreed to include a minimum reserve fund of £11,500 for potential capital projects, as follows:

- Flower Troughs - £1000
- Village Lawn Equipment - £3000
- Village Signage - £1500
- Environmental Projects - £1000
- Emergency Assistance Fund - £2000
- Contested Election Reserve - £3000

TOTALS £11,500



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2023/24 Precept

Based on the discussions about the 2023/24 budget and 3 year budget and an increase in inflation, as well as the cost of running the Parish Council, it was agreed that the precept for 2023/24 should be increased by 9% and that the Precept requested for 2023/24 should be **£5700**.

This was unanimously agreed. The 9% increase would mean that the average household (Band D) will see an increase from £14.49 to £15.82. In terms of property bands, the increase would be 89p for Band A and £2.66 for Band H. Altogether this will reduce the PC's deficit to about £260 next year.

Action – Clerk to return the completed 2023/24 Precept Request Form to CW&C.

The following invoices were approved for a Bacs payment:

- Room Hire at Village Hall – PC Meeting 4th January 2023 - £30.00 – Manley Village Hall
- Payroll for last 3 months Invoice No: 07280 - £60.00 – Rose Rowland and Co Limited

It was noted that a payment of £158.20 is due to HMRC by 20th January 2023 for the tax due on the Clerk's salary for Quarter 3.

10. CLERK'S REPORT AND CORRESPONDENCE

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

Chalc

- Weekly Bulletins and Member Briefings
- Training courses
- A year in review

- Police and Crime Commissioner - Budget Consultation 2023/24
- PCSO December Update
- PCC and CWaC Borough, Town and Parish Council meeting, Monday 16th January 2023

11. DATE OF NEXT PC MEETING

The date of the next meeting is **Wednesday 1st February 2022 at 6.00 pm**

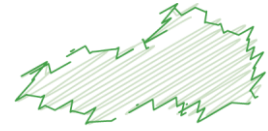
ANY OTHER BUSINESS

Councillor Brook reported the following:

- The two large oaks trees on one of the Parish field boundaries has recently shed a large limb which may be due to the weight of the ivy. It was agreed that a quotation should be obtained to sever the ivy stems on the trees, which would allow it to die back on the trunk.

Action – Councillor Brook to obtain a quotation from the tree surgeon who completed some tree work for Manley Parish Council on the road boundary of the playing field - opposite the village hall.

- The front fence on both sides of gate on the parish field, particularly on the left-hand side, requires some repair.
- There is a pot hole on Moss Lane/Top Road which is resulting in a big puddle when it rains.



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- The PC had followed up the clearing of the footpath near to Manley Knoll, (opposite the school gates) with CW&C, but there has been no response yet.

Action – PC to follow up again with CW&C Highways.

- Quarry Lane has not yet been swept for the half marathon which has been arranged for 15th January 2023. It was noted that the sweeping is usually completed by the Marathon organisers.

The meeting closed at 7.10 pm