

PARISH of ODD RODE

Minutes of a Meeting of the Parish Council held at Newfield House, Brook Lane, Astbury on Wednesday 15th May 2019 at 7.30pm.

Present Cllrs Clowes (Chair), C Harwood, Moller, Cook, Shaw, S Harwood, Connolly, Meakin, R Griffiths and B Griffiths.

Mr G. Roberts (Clerk) and CEC Cllr P Redstone in attendance.

<u>Item No.</u>	<u>Detail</u>	<u>Action</u>
1444.	<u>Declarations of acceptance of office</u> All members signed their declarations of acceptance of office at the beginning of the meeting.	
1445.	<u>Election of Chairman</u> Cllr Moller proposed, Cllr S Harwood seconded and it was unanimously RESOLVED to elect Cllr Clowes as Chairman of the Council, Cllr Clowes signed his declaration of acceptance of office.	
1446.	<u>Election of Vice-chairman</u> Cllr Clowes proposed, Cllr Shaw seconded and it was unanimously RESOLVED to elect Cllr C Harwood as Vice-chairman of the Council, Cllr Harwood signed his declaration of acceptance of office.	
1447.	<u>Apologies for Absence</u> Apologies for absence were received from Cllr Lawton, Cllr Robinson & Cllr Cope.	
1448.	<u>Public Forum</u> There were no members of the public present.	
1449.	<u>Declarations of interest</u> None.	
1450.	<u>CEC report</u> Cllr Redstone was welcomed and congratulated on his election. He gave a brief report on CEC matters including the change in membership, probable change in governing structure and the upcoming SAPD meeting. Cllr Clowes stated he would email Cllr Redstone about issues at Rode Heath play park.	
1451.	<u>Minutes of a meeting held on 17th April 2019</u> Cllr S Harwood proposed, Cllr R Griffiths seconded and it was unanimously RESOLVED to pass the minutes of the meeting held on the 17 th April 2019 as a true and correct record.	

1452. **Matters arising from the Meeting of 17th April 2019**
a) Playing fields – Cllr Clowes reported that the outstanding issues re Rode Heath play park had not been resolved.
- b) Purchase of new minibus - The Clerk reported that the CEC grant of £26,184 had not been received to date. He also reported that four suppliers had been asked to tender, that an invitation to tender was put on the Council website and on Contract Finder. It was agreed to extend the deadline to 21st May to allow time for all to tender. The Community Transport Committee would look at the tenders and make a recommendation to the next Council meeting.
1453. **Co-option of councillors**
Following the elections, there is one vacancy in the Rode Heath ward and one in the Scholar Green ward due to insufficient nominations. Cllr Shaw proposed, Cllr Clowes seconded and it was unanimously RESOLVED that residents be invited, in *On The Rode*, to apply using the Council's application form (deadline for return 12th July) and that the full Council co-opt on the 17th July (if candidates come forward).
1454. **General Power of Competence**
Cllr Shaw proposed, Cllr B Griffiths seconded and it was unanimously RESOLVED that, under the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 (SI 2012/965) that, at this precise moment, the Parish Council is eligible to adopt the general power of competence by having 13 out of 15 seats filled by elected councillors (greater than the two-thirds requirement) and that the Clerk is suitably qualified by holding the degree in Local Policy from the University of Gloucester and has successfully completed the relevant training in the exercise of the general power, and to adopt the General Power of Competence.
1455. **Code of Conduct**
Cllr Meakin proposed, Cllr Cook seconded and is was unanimously RESOLVED to adopt the new Code of Conduct for members.
1456. **Membership of Committees, Working Groups & Council representatives**
The membership of the following bodies and appointments of representatives was proposed, seconded and unanimously RESOLVED:
- a) Planning Committee - Cllr Clowes, Cllr Connolly, Cllr R Griffiths, Cllr Lawton, Cllr Moller, Cllr Robinson, Cllr Shaw.
- b) Community Transport Management Committee – Cllr Clowes, Cllr C Harwood, Cllr S Harwood, Cllr Lawton, Cllr Shaw.
- c) Grants Committee – Cllr Clowes, Cllr Cook, Cllr B Griffiths, Cllr S Harwood, Cllr Lawton, Cllr Meakin.
- d) Police & Community Support Officer cluster meetings - (open to all members to attend but those named as regular

- attendees) – Cllr Clowes, Cllr B Griffiths, Cllr R Griffiths, Cllr Meakin.
- e) Policy, Procedures & Personnel Working Group – Cllr Clowes, Cllr C Harwood, Cllr B Griffiths, Cllr Moller.
 - f) Newsletter Working Group – Cllr Clowes, Cllr S Cope, Cllr C Harwood, Cllr S Harwood, Cllr Lawton, Cllr Shaw.
 - g) Parish Environmental Enhancement Projects – Cllr Clowes, Cllr Cook, Cllr C Harwood, Cllr Lawton, Cllr Meakin.
 - h) Neighbourhood Development Plan Steering Group – Cllr Clowes, Cllr Lawton, Cllr Moller, Cllr Robinson.
 - i) Office Working Group – Cllr Clowes, Cllr Cook, Cllr C Harwood, Cllr S Harwood, Cllr Lawton.
 - j) Scholar Green Village Hall – Cllr Shaw.
 - k) Mount Pleasant Village Hall – Cllr Lawton (subject to confirmation)
 - l) Rode Heath Village Hall - Cllr S Harwood.
 - m) YPCC – Cllr S Harwood.
 - n) Cheshire Association of Local Councils – Cllr Lawton, Cllr Moller and 1 vacancy.

The Council may appoint other councillors to these bodies, e.g. those who were not at the Annual Council meeting.

1457. Internal auditor's report for 2018/19

Cllr Shaw proposed, Cllr Meakin seconded and it was unanimously RESOLVED to receive and adopt the report. Regarding the two items raised, the Clerk had responded to the internal auditor explaining that the insurance policy was in a zip file and, in error, only 9 pages printed off (a full copy was sent with the response). Members were given a copy of the policy documents showing fidelity cover is £250,000 (more than bank balances plus next precept instalment). Regarding petty cash, every payment out of and into petty cash was authorised and minuted by full Council and receipts/member claim forms were supplied in the documentation given to audit. Every member was given a copy of the petty cash book at this meeting and it was signed by the Chairman. It will be signed by the Chairman at the year end from this year onwards.

1458. Appointment of Internal Auditor for 2019/20

Cllr Shaw proposed, Cllr Meakin seconded and it was unanimously RESOLVED to appoint JDH Business Services Ltd as internal auditor for the year 2019/20.

1459. 2018/19 accounts Section 1) Annual Governance Statement for 2018/19,

Cllr S Harwood proposed, Cllr R Griffiths seconded and it was unanimously RESOLVED to approve the AGAR Section 1) Annual Governance Statement for 2018/19. The Chairman and Clerk signed the Statement.

1460. 2018/19 accounts Section 2) the accounting Statement for 2018/19.

The Clerk had circulated to all councillors prior to the meeting, the signed (by himself as RFO) statements as well as a copy of the detailed receipts and payments for 2018/19 and bank reconciliation (with end year bank account statements).

Cllr Meakin proposed, Cllr K Moller seconded and it was unanimously RESOLVED to approve the AGAR Section 2) the accounting Statement for 2018/19. The Chairman signed the Statements.

1461. Renewal of Council's Insurance

Cllr C Harwood proposed, Cllr Connolly seconded and it was unanimously RESOLVED to renew the Council's insurance with Zurich Municipal and motor insurance through Bollington Insurance Brokers.

1462. Accounts and Expenses

Cllr Shaw proposed, Cllr R Griffiths seconded and it was unanimously RESOLVED to approve the following:

<i>HMRC (PAYE + NIC)</i>	<i>£715.14</i>
<i>May payment</i>	
<i>Mr G Roberts</i>	<i>£1,937.04</i>
<i>May salary & expenses £77.05 as below</i>	
<i>Expenses from petty cash:</i>	
<i>Paper, folders, note pads £14.90</i>	
<i>B Lawton expenses meal for bus</i>	
<i>2 volunteers who missed annual meal £25.15</i>	
<i>M Cook expenses ink for poster & questionnaires £37.00</i>	
<i>Superannuation</i>	<i>£676.69</i>
<i>May payment</i>	
<i>Newfield Holdings Ltd</i>	<i>£1,548.00</i>
<i>Office rent Jan to May</i>	
<i>JDH Business Services Ltd</i>	<i>£234.60</i>
<i>Internal audit for 2018-19</i>	
<i>Netwise</i>	<i>£300.00</i>
<i>Annual website fee</i>	
<i>08 Direct</i>	<i>£11.99</i>
<i>Freephone number 1 month</i>	
<i>Giff Gaff</i>	<i>£5.00</i>
<i>1 mobile monthly £5.00 .</i>	
<i>Zurich Insurance</i>	<i>£745.37</i>
<i>Annual Council insurance</i>	
<i>Bollington Insurance Brokers Ltd</i>	<i>£702.96</i>
<i>Minibus Insurance</i>	
<i>ATOS Fuel Genie</i>	<i>£87.05</i>
<i>Diesel for minibus</i>	

Regarding the website, it was agreed to get the domain name transferred to the Council and to set up member emails using the same domain.

1463.

Item from Cllr Cook

Cllr Cook outlined a proposal to site fenced off toddler's play equipment and benches at Mount Pleasant Village Green. She was consulting with residents and ANSA would obtain prices.

The meeting restated its policy of not giving more than 12% of capital costs towards play areas. It was agreed that no decision could be made by the Parish Council without full details of the proposals, full costings, full details of consultations undertaken (including results) and confirmation of who would be responsible for maintenance and liability. Cllr Cook was asked to provide this information for the next meeting to consider. The Council offered to help with consultation.

1464.

Reports & Updates

A) Report from committees & working groups – The dates, times and agendas were agreed for the first meetings of PEEP, Planning, Office WP, Community Transport, Newsletter WP and Policy, Procedures & Personnel WP.

B) PCSO – a written report had been received.

C) Village Halls – The Council's representatives reported on the village halls.

1465.

Items for future meetings

In light of the recent accident, it was agreed to remind Cllr Wardlaw and Cllr Redstone of the need to improve the Sandbach Road/A50 junction.

Cllr Moller informed the meeting of his actions regarding the demolition of outbuildings with asbestos roofs in Mount Pleasant.

Cllr Meakin raised the highways problems caused by parked cars belonging to participants and onlookers during the Killer Mile.

Cllr C Harwood noted that only one side of Mill Mead had been cut.

Cllr Clowes reminded members that they must talk through the Chair.

1466.

Correspondence

Invitation to SAPD meeting with CEC Planning – it was agreed that councillors should go as well as the Clerk.

1467.

Conclusion

The meeting concluded at 8.50 pm.

Signed _____

Dated _____