

**MINUTES OF CHOLMONDESTON & WETTENHALL PARISH COUNCIL
ANNUAL MEETING HELD AT ST DAVIDS CHURCH ON 22nd MAY 2024**

PRESENT

Cllrs John Woodward (**JW**), Heather Pope (**HP**), Ian Greaves (**IG**), Philip Hollinshead (**PH**)

IN ATTENDANCE

Dr M Bailey (Parish Clerk) (**MB**)
Members of the public

PART ONE - ANNUAL PARISH COUNCIL BUSINESS

212. ELECTION OF CHAIR

Cllr John Woodward took the chair and asked for nominations for Chair up to the Annual Parish Council meeting in May 2025.

Members nominated and appointed Cllr John Woodward as Chair for the 2024/25 Council Year.

213. ELECTION OF VICE-CHAIR

The Chair asked for nominations for Vice-Chair up to the Annual Parish Council meeting in May 2025.

Members nominated and appointed Cllr Heather Pope as Vice-Chair for the 2024/25 Council Year.

214. APOLOGIES FOR ABSENCE

Cllrs Peacock and Lane submitted their apologies.

215. DECLARATIONS OF INTEREST

There were no declarations of interests were made by Members at the meeting.

216. MINUTES – 22nd MARCH 2024 (PARISH COUNCIL MEETING)

The minutes of the Parish Council meeting held on 22nd March 2024 were presented to Members for approval.

The Council **RESOLVED** to approve the minutes.

217. MATTERS ARISING

The following matters were raised at the meeting from the above minutes.

- Neighbourhood Planning – Cllr Richard Strachan attended from Darnhall PC to provide advice on the potential for a Neighbourhood Plan. RS reported that it involves a lot of work, and a lot of volunteers are required to write the Plan. The Darnhall Plan took six years to complete. The Plan provides the framework for the Parish Council to comment/object to planning applications, which must be considered in terms of determining an application. There are some financial implications, but that can be covered by grants. The main resource required is time. Some other

issues covered by the Plan include design standards. The whole Plan is based on consultation – must provide evidence of this. The consultation is not easy and started off with a public meeting. This was followed up with a questionnaire which was presented at the Darnhall/Cheshire Shows. Need to consult with statutory consultees – including asking Cheshire Wildlife Trust to do a survey of the area. Darnhall did not have a requirement to build a certain number of houses. Darnhall PC worked with Cheshire Community Action and got a grant from the Groundwork Trust. The community must write the Plan, but advisors can provide some guidance. Must pass the basic requirements task early in the process to see if it aligns with the Local Plan and the National Planning Policy Framework. Would need to be reviewed on a regular basis. In terms of the process, a vision is created from consultation, backed up with objectives and then policies are developed. Need people involved with a range of skills – including drafting documents, dealing with finances, and developing engagement approaches. Members agreed to examine Plans from similar areas and **AGREED** to have a discussion at the next meeting.

- Maintenance (old Boot and Slipper site) – work has begun, and Members agreed that the area is looking good.
- Village Green – it was **AGREED** to ask for the bench to be sent to HP’s address. It was also **AGREED** that the bench would be fixed via the ground maintenance contractor. It was **AGREED** to fix it with a metal stake and with a chain. In terms of a bin, it was **AGREED** to erect a sign to say that litter should be taken home with visitors.
- Hedges – the Chair reported that a letter had been sent to a property on Long Lane asking for the hedges to be cut back. The response to this was to refuse the request. It was requested that a message is put onto the website to ask residents to maintain their hedges to avoid any risk to traffic and public safety. It was **AGREED** to contact Cheshire East Council enforcement and provide evidence of any issues. It was further agreed to send the information to the local Cheshire East Councillor.
- Vacances – it was **AGREED** to co-opt Patrick Brunt onto the Parish Council. Forms need to be completed by all Members.

218. STANDING ORDERS

The Parish Council **APPROVED** the Council’s Standing Orders for 2024/25.

219. FINANCIAL MATTERS

Members considered the following financial matters.

219.1 Appointment of Responsible Financial Officer

Members **APPROVED** the appointment of the Parish Clerk as RFO for the 2024/25 financial year.

219.2 Appointment of an Internal Auditor

Members **APPROVED** the appointment of John Edwards as the Internal Auditor for the 2024/25 financial year.

219.3 Ledger (1.4.23-31.3.24)

Members noted the ledger for the period 1.4.23-31.03.24.

219.4 Budget Monitoring Report (Quarter 4 – April 2023-Mar 2024)

Members noted the budget monitoring report for the fourth quarter of the 2023/24 financial year. Also attached was a summary of receipts and payments for the same period.

219.5 Assets Register 2023-24

Members noted the Assets Register for 2023/24.

219.6 Risk Assessment 2024-25

Members noted the risk assessment for 2024/25.

219.7 External Audit 2023-24 (AGAR)

Members considered the 2023-24 Annual Governance and Accounting Return (AGAR).

Members **APPROVED** the Annual Governance Statement and the Accounting Return.

Members **APPROVED** the Certificate of Exemption as applied to the 2023/24 External Audit process.

219.8 Payments for Authorisation

The following payments were presented to Members for approval.

Mark Bailey	£500.00 (Clerk Salary Apr-June 2024)
HMRC	£125.00 (Tax Months 1-3 2024/25)
ChALC	£126.16 (Membership 2024/25)
Shires Accountants	£215.40 (Payroll M1-M12 2024/25)
Zurich Municipal	£211.24 (2024/25 Insurance Policy)
Orangutan TM Ltd	£360.00 (Website Renewal)

Members **RESOLVED** to approve these payments.

220. DATES OF MEETINGS

Members **AGREED** the following list of dates of meetings up to the next Annual Meeting of the Parish Council in 2024/5: -

- 18th September 2024
- 18th December 2024
- 19th March 2025
- 21st May 2025 (Annual Meeting)

PART TWO – ORDINARY PARISH COUNCIL BUSINESS

221. PUBLIC FORUM

The following matters were raised by members of the public present at the meeting.

- Public Footpaths – need to be repaired and signposted – Members requested that photos are sent to the Parish Council, which can then raise with Cheshire East.
- Verges – it was asked who cuts the verges on the main road, past Top House Farm up to the bridge. Members said that Cheshire East Council cut the verges.

222. BOROUGH COUNCILLORS REPORT

Cheshire East Councillor Becky Posnett attended to update the meeting on issues affecting Cheshire East Council. The following points were raised.

- Planning – appeal was lodged against the decision on the Long Lane site. It was reported that the gateway was being opened up and the area was being cleared.
- Consultations – air quality, bus services, local recycling centres, Local Plan, and carbon net zero consultation.
- Children’s Services – an ‘inadequate’ report was published – focused on when children leave care from the age of 21 onwards. Several areas are looking for improvement.
- South View – Members raised the issue of the tannoy and its volume. It was confirmed that this had been raised previously and asked Cllr Posnett whether this can be reported to Cheshire East. It was agreed to approach South View and then approach Cheshire East Council if no developments. Chair agreed to approach South View and report back to the next meeting.
- Road Safety – raised the issue of potentially purchasing a SID which had been put forward by Cllr Lane. Cllr Brunt agreed to ask about the location of the speed gun.
- Police Cluster – next meeting is on 5th June 2024 in Bunbury. Cllr Brunt indicated that he would be able to attend.

223. HIGHWAY MATTERS/SPEED WATCH

No further issues were raised.

224. PLANNING MATTERS

No issues were raised by those present.

225. COMMUNICATION/SHARED INFORMATION

The following issues were raised by those present.

- Cheshire East Network Meeting – IG updated on the meeting – issues raised include the carbon action plan (including electric cars and issues which can be directly influenced and other areas which cannot be influenced), and the Local Plan (including the issues paper – what do people want – and issues relating to new national planning frameworks). Further area was ‘lifestyle on prescription’ – changing lifestyles to get healthier – may be publicised. In terms of the planning issues, the new guidance on use of farm buildings and fewer requirements for change of use. In terms of the issues paper, it signalled that local rural communities need to bring things forward.

226. DATE OF NEXT MEETING

Wednesday 18th September 2024 – 7.30pm – St David’s Church.

There being no further business the Chair declared the meeting closed 10pm.

Chair.....