

CHAPEL AND HILL CHORLTON PARISH COUNCIL.

**MINUTES OF THE MEETING HELD VIRTUALLY USING ZOOM ON TUESDAY 12th MAY 2020
commencing at 7:40pm.**

Present:

Parish Councillors: V. Follwell, Chairman (VF), C. Follwell, (CF), J. Neale (JN), P. Hunt, (PH), D. Sant (DS)

Borough Councillor: G. Hutton (part), County Councillor: P. Northcott. Clerk: Mrs J Simpson.

059.05/20 Apologies.

D. Mayer, (DM)

060.05/20 Councillors Pecuniary Interest.

No interests declared.

061.05/20 Public Participation.

No members of the public were present.

062.05/20 Minutes of the last meeting.

It was **resolved** to approve the minutes of the last regular meeting held on Tuesday 21st April 2020 and agreed they would be signed at a later date.

063.0520 Matters arising.

There were no matters arising.

064.05/20 Reports from Borough and County Councillors.

a. Borough.

Using team and zoom to conduct meetings remotely for Planning, licencing and public protection. Refuse collections have remained constant including the garden waste. Business assistance grants totaling £13m have been awarded to businesses in the Borough. Looking at a change of validation procedure on a payment basis to ensure planning applications are turned around in 2 days. Hoping to hold a full council in the future on a remote basis and services will re-open as directed by the government.

b. County.

Looking at how recycling waste centres can reopen. Strict guidelines will be in place and aim to be open by 18th May at the latest. Anecdotal evidence suggest an increase in fly tipping. However, this is not backed up with statistical evidence. Looking to see how schools can start to open at the earliest 1st June. It is important associated childcare is in place to support parents needing to return to work. A budget of £50 has been allocated to support vulnerable people identified via NHS for food parcels. These are been distributed in the Newcastle area by the Realise foundation-part of the Aspire group. Newcastle have had the largest uptake and this was not anticipated. The anticipated "hot spots" for death in Newcastle and Stoke-on-Trent have not materialised and remain static in terms of the region.

Signature

Date

No scrutiny meetings have been held but some meetings have been held by zoom and working towards a full council meeting. Pothole repairs have been carried out and advantage taken of the quiet roads to carry out repairs.

065.05/20 Planning Application 19/00961/out-Land to the North of the A51, South of Chorlton Mill Lane and West of the Railway, Stableford Hill, Chorlton.-Development consisting of 15 affordable self build bungalows, 4 open market properties and 11 executive style open market self-build properties..

<http://publicaccess.newcastle-staffs.gov.uk/online-applications/PLAN/19/00961/OUT>

The Council had resolved at the last meeting to object to this application. A draft response had been circulated by the Clerk and would be sent the following day 13th May to NBC.

It was noted that the Neighbourhood Steering Group were also sending a comprehensive objection and that Stableford management group had also submitted a response. Borough Councillor G Hutton stated he would be happy to speak on behalf of the local residents providing he had a briefing sheet with the pertinent details on it.

Borough Councillor G Hutton left the meeting at this point on the agenda.

066.05/20 SID in Hill Chorlton.

a. The Parish Council had received an offer from a member of the community to download the data from the SID as there was current difficulty with the Clerk accessing Hill Chorlton during the Covid-19 issues. The same Parishioner had asked before but the Parish Council had needed time to get used to the SID. It was agreed this would be a good idea, and as the Parish Council were the owners of the data the following conditions needed to be in place:

The downloaded data to be sent to the Parish Council via the Clerk.

The original data must not be deleted from the SID once downloaded.

Nothing to be published by the Parishioner using the downloaded data. However, this information can be freely accessed by anyone once it has been published on the Parish Council web site. If anyone wishes to circulate any analysis of this data to the wider community its source and contact details must be made available so Parishioners are able to enquire further should they wish to do so.

The above to be in place until such time that lockdown restrictions are lifted.

b. The Highways Community officer had seen the SID and suggested that it could be lowered further down the current pole without affecting the line of site and that would remove the problem of the flashing light in the nearby residence. Extension cables to reach the solar panel would be needed from the supplier.

067.05/20. Footpaths in the Parish.

It was noted that there had been resurgence in use of the public rights of way (PROW) since the lockdown. An idea to form a community group to tackle the overgrown paths across Whitmore, Chorlton and possibly Maer had been suggested. Properly constituted the group could access external funding from the Community Paths Initiative, LAP and other sources.

It was **resolved** to support in principle the formation of a cross Parish community group to look after the PROW in the Parishes.

068.05/20 Moss Lane and railings.

The Community Highways officer had visited the site and agreed Moss Lane would need remedial action following the use of very heavy machinery in the sewerage works repair work by Severn Trent. SCC would contact Severn Trent to ensure this work was done. The Clerk had also sent photographs of the damaged railings to Severn Trent but would also send to SCC as it was believed they owned the railings.

069.05/20 Local Council Award Scheme.

The Parish Council were delighted to receive the Foundation Level Award of the Local Council Award Scheme after successfully making an application.

070.05/20 Financial Matters.

- a. The end of year accounts ending 31st March 2020 had been previously circulated. It was **resolved** to approve the end of year accounts ending 31st March 2020.
- b. Exemption from Limited assurance review-it was **resolved** to certify that Chapel and Hill Chorlton Parish Council was exempt from a limited assurance review under section 9 of the Local Audit (Smaller Authorities) Regulations 2015, and the exemption certificate would be signed by the Chairman and Responsible Financial Office (Clerk) outside of the meeting.
 - c. Internal audit-the findings of the internal auditor were duly noted and the internal auditor had signed the Annual Internal Audit Report 2019-20 without any qualification.
 - d. Assertions in section one of Annual Governance and Accountability Return 2019/20-this section was duly read out and completed. It was **RESOLVED** that the Chairman and the Clerk sign the statement outside of the meeting.
 - e. Section two of Annual Governance and Accountability Return 2019/20- Accounting Statement requirements. It was **RESOLVED** to approve the Accounting Statements as presented in section two of the Annual Governance and Accountability Return 2019/20 and that the Responsible Financial Officer (Clerk) sign the statement outside of the meeting.
 - f. It was **RESOLVED** to approve the payment schedule and transfers as in appendix A

071.05/20 Clerks report.

A verbal update on matters had been given throughout the meeting.

No one wished to attend the HS2 archaeological presentations.

The Clerk had received an invoice the previous day for fuel contribution for maintenance of footpath one but it had arrived outside of the three clear days needed to be legally discussed. To go on the next agenda.

072.05/20 Race, Equality and Crime and Disorder Statement.

The Council recognised that it had not taken any decisions during the meeting re the above.

073.05/20 Planned Absences.

No absences were noted.

074.05/20 Date and venue of next regular meeting.

Signature

Date

Tuesday 9th June, to be held virtually using zoom, to commence at 7:30pm.

The Chairman thanked the Councillors for their attendance, and there being no further business, closed the Meeting at 20:45hrs

Appendix A Payment Schedule May 2020.

BACS/CHQ NO.	TO WHOM PAID	DETAILS	Total inc VAT
004/20/21	Mrs. J Simpson	April Salary	183.00
005/20/21	HMRC	PAYE April	42.60
006/20/21	Mrs C Withington	Internal audit	29.92
Total			255.52

CHAPEL AND HILL CHORLTON PARISH COUNCIL ANNUAL ACCOUNTS TO 31ST MARCH 2020

BALANCE AT BANK BROUGHT FORWARD

1.04.19 10846.39

RECEIPTS

BANK INTEREST 18.83

PRECEPT 4379

CONCURRENT FUNCTIONS 191

CTSG 190

RENT RECEIVED 110

VAT 182.66

TOTAL 5071.49

ADMINISTRATION 3846.23

CONCURRENT FUNCTIONS 590.68

SECTION 137 60

ASSETS 4427.51

VAT PAYMENTS 790.39

TOTAL 9714.81

CLOSING BALANCE 6203.07

CURRENT ACCOUNT 374.07

BUSINESS RESERVE ONE 5828.78

BUSINESS RESERVE TWO 0.22

TOTAL 6203.07

Signature

Date

CHAPEL AND HILL CHORLTON PARISH COUNCIL BANK RECONCILIATION STATEMENT TO 31ST MARCH 2020.

Balance per bank statements as at 31 March 2020:	£	£
Current account	374.07	
High interest account	5828.78	
Business reserve 2	0.22	
	<hr/>	
	6203.07	6203.07
Petty cash float (if applicable)	NA	
Less: any unpresented cheques at 31 March 2019 (normally only current account)	0	0
Cheque number		
	<hr/>	
Add: any un-banked cash at 31 March 2020	0	0
	<hr/>	
	6203.07	6203.07
Net balances as at 31 March 2020		<hr/>

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

CASH BOOK

Opening Balance 1 April 2019	10846.39
Add: Receipts in the year	5071.49
Less: Payments in the year	9714.81
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Closing balance per cash book [receipts and payments book] as at 31 March 2019 (must equal net balances above)	6203.07
	<hr/>

Signature

Date