



## **Moston Parish Council**

### **Minutes for the Meeting held on Tuesday, 4<sup>th</sup> September 2018, in St Peters Church Hall, Elworth, at 7.30pm.**

**PRESENT** Councillors:  
A Holder (Chair)  
M Sant  
A Roscoe  
D Nixon  
C House  
R Beech  
J Wray

The Clerk to the Council: Kristine Pemberton

Also present were 8 members of the public.

The meeting started at 7.30pm

#### **1. APOLOGIES FOR ABSENCE**

Cllr's Harrop, Musgrave

#### **2. DECLARATIONS OF INTEREST**

There were no declarations of interest

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The Chairman of the meeting adjourned the meeting to allow questions from members of the public.

There were no questions

The Chairman reconvened the Council Meeting.

#### **3. TO APPROVE THE MINUTES OF THE MEETING HELD ON 3<sup>RD</sup> JULY 2018.**

It was resolved to approve the minutes of the meeting of 3rd July 2018 a correct record. The minutes were duly signed by Cllr Holder as Chairman of the meeting.

**4. TO AGREE IF MOSTON PARISH COUNCIL WANTS TO RAISE A MOTION TO THE ANNUAL MEETING OF CHALC**

Resolved that Moston Parish Council would not raise a motion

**5. UPDATE ON PARTIAL CLOSURE OF MOSS LANE AND ANY FOLLOW UP REQUIRED (CLLR D NIXON)**

Cheshire East Highways Group will discuss a request from the ward councillor for a feasibility study to be undertaken to review the local highway network at their next meeting which is at the end of September

**6. TO REVIEW PROGRESS FROM HIGHWAYS SINCE MEETING 6<sup>TH</sup> FEBRUARY AND DECIDE ON ANY FOLLOW-UP ACTIONS REQUIRED**

The meeting was successful and since then it has been much easier to progress the highways issues. The contacts Richard Cooper (who has replaced Jon Tickle) and Natale Maltese are both helpful and the system of logging each issue on the system is working well. Substantial work was done on the pit opposite Moston Green but there are still some areas where flooding needs to be addressed. Safety improvements at the junction at the end of Mill Lane are planned in September

**Resolved to request to a meeting with highways to ensure Moston highways issues are included in plans**

**7. TO RECEIVE AN UPDATE ON PARISH IMPROVEMENT PROJECTS PLANNED FOR THIS YEAR:**

**7.1 Sign post restoration – Cllr Nixon**

Decision has been made that fingers will be removed from the post at the end of Tetton Lane. The finial can not be found. Work on the post will be progressed shortly.

**7.2 Tree and bulb planting – Cllr Sant**

Agreed to order around 4000 mixed daffodil bulbs. Also agreed to order some native daffodils and some bluebells. Cllr Sant to work out a plan for planting

**Resolved for clerk to order bulbs and advertise on website for volunteers to help with planting**

**7.3 Maintenance of Moston Green and relocation of phonebox – Cllr Harrop**

Maintenance work on the phonebox is progressing well.

**Resolved for Cllr's Harrop and House to discuss options for use and placing of phonebox and present at the November meeting**

**8. FINANCES (RFO)**

(Details to be circulated prior to meeting where appropriate.)

**8.1 To approve payments and receipts.**

The payments and receipts since 3<sup>rd</sup> July 2018 were approved by the Council.

**8.2 To receive the bank reconciliation and expenditure against budget to date**

The council received the bank reconciliation and expenditure against budget

**9. CORRESPONDENCE**

None

**10. MEMBERS ITEMS AND REPORTS AND ITEMS FROM CHESHIRE EAST COUNCILLOR IF PRESENT**

Cllr Wray updated the council on 2 schemes: new homes bonus scheme and minor highways improvement scheme

**11. ANY OTHER BUSINESS**

There have been examples when the Moston Parish Council had felt that the Officers at Cheshire East were not taking our input on board.

**Resolved that we would contact CHALC for support if we felt they could be helpful in working with Cheshire East Officers**

Cllr Sant attended a meeting related to the new homes bonus scheme. Moston Parish Council may be able to apply for a grant; a suggestion was to improve the footpaths around Albion Lock. Cllr Geoff Bell, chair of Somerford Parish Council, will be representing us on the grants committee,

**Resolved to discuss potential ideas for applying to the new homes bonus scheme at the October planning committee meeting.**

**12. DATE/TIME AND PLACE OF NEXT MEETING**

The next Moston Parish Council meeting will take place on Tuesday, 6 November 2018. St Peters Church Hall, Elworth

Finished 8.40pm



# ANNUAL MEETING 2018

## MEMBER COUNCIL MOTION

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### GUIDANCE NOTES:

The Annual Meeting Motion provides Member Councils with an opportunity to garner the support of the Association Membership in moving forward an issue that is of concern or interest.

The Motion should set out an action that is required by the Association – for example, ‘This meeting calls upon the Cheshire Association of Local Councils to lobby/write/review ...’, it should not simply state a position – for example ‘This meeting deplores/notes/agrees/disagrees with the statement ...’. The topic of the motion, however, is open to the Council to decide.

Any Member Council wishing to put a motion to the Annual Meeting needs to ensure that there will be someone present and able to put the motion to the meeting and a further person to second the motion. Standing Orders afford the presenter 5 minutes to put the motion to the meeting and subsequent speakers 3 minutes each to respond. Although not essential, the additional background information can be particularly helpful in ensuring that delegates understand the purpose or reason behind the motions.

If Member Councils require any assistance with the drafting or presentation of their motions, they may contact Jackie Weaver at the County Office who will assist.

The closing date for submission of motions is **Friday 14<sup>th</sup> September 2018**

..... PARISH/TOWN  
**COUNCIL**

### MOTION PROPOSED:

*This meeting calls upon the Cheshire Association of Local Councils to*

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.....  
.....

### BACKGROUND INFORMATION

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**Signed on behalf of the Council:**.....  
Clerk/Chairman

## Supporting materials for 8.1 – Payments and receipts

### Payments since last council meeting 3<sup>rd</sup> July 2018

03/07/2018	Cheque	599	information commissioner	ICO registration	£40.00
03/07/2018	Cheque	600	K Pemberton	expenses for SLCC meeting attendance	£140.16
27/07/2018	Cheque	601	Viking	stationery	£36.30
01/08/2018	SO	SO	K Pemberton	Salary	£223.19
07/08/2018	Cheque	602	D Nixon	registry searches	£33.00
07/08/2018	Cheque	603	K Pemberton	paint for phonebox and stamps (VAT receipt not obtained)	£24.02
29/08/2018	Cheque	604	SPS Ltd	Payroll services	£24.00
04/09/2018	Cheque	605	D Nixon	registry searches	£12.00

### Receipts:

18/06/2018	BACS	HMRC VTR	VAT reclaim	£1,231.68
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Supporting materials for 8.2 – Bank reconciliation

**Bank Reconciliation - 3 aug 2018**  
**MOSTON PARISH COUNCIL**  
**Financial year ending 31 March 2019**

Prepared by: Kristine Pemberton, Parish Clerk & RFO  
 Checked by:  
 Date:

Balance per bank statements as at 3 aug 2018	£	£
Current Account (07572433)	£6,055.51	
Reserve Account (at 30 April)	£5,001.39	
		£11,056.90
Less: any unpresented cheques		
602	£33.00	
603	£24.02	
		£57.02
Add: any unbanked cash	None	
<b>Net bank balances as at 3 aug 2018</b>		<b>£10,999.88</b>

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

**CASH BOOK**

Opening Balance	£10,168.52
Add: Receipts in the year	£5,231.90
Less: Payments in the year	£4,400.54
<b>Closing balance per cash book [receipts and payments book] as at 31 March 2018(must equal net bank balances above)</b>	<b>£10,999.88</b>

00298766  
01554 0001/0001

**NatWest** Current Account

Date	Details	Withdrawn	Paid in	Balance
5 Jul 2018	BROUGHT FORWARD			6,976.91
6 Jul	Cheque 000598	68.98		
	Cheque 000600	140.16		6,767.77
12 Jul	Cheque 000599	40.00		6,727.77
16 Jul	Cheque 000593	141.60		
	Cheque 000595	36.00		
	Cheque 000597	45.17		6,505.00
26 Jul	Cheque 000596	190.00		6,315.00
1 Aug	Standing Order KRISTINE PEMBERTON MOSTON PC FP 01/08/18 30 54023114684931000N	223.19		
	Cheque 000601	36.30		6,055.51

Supporting materials for 8.2 – Expenditure vs budget

**MOSTON PARISH COUNCIL  
BUDGET AND EXPENDITURE 2018/2019 to end August 2018**

<u>EXPENDITURE</u>	Budget 2018-2019	Expenditure to date	Difference V budget	% of budget spend
-				
<b>Clerk's Salary</b>	<b>£2,840.00</b>	<b>£1,183.18</b>	<b>£1,656.82</b>	<b>42%</b>
<b>General admin:</b>	<b>£200.00</b>	<b>£223.24</b>	<b>-£23.24</b>	<b>112%</b>
Stationery:				
Print cartridges		£182.92		
Other Stationery		£40.32		
<b>Website/ICT costs</b>	<b>£150.00</b>		<b>£150.00</b>	<b>0%</b>
<b>Insurance (Paid annually)</b>	<b>£250.00</b>	<b>£190.89</b>	<b>£59.11</b>	<b>76%</b>
<b>Payroll Costs</b>	<b>£160.00</b>	<b>£48.00</b>	<b>£112.00</b>	<b>30%</b>
<b>Audit Fees- Internal (paid annually)</b>	<b>£150.00</b>	<b>£141.60</b>	<b>£8.40</b>	<b>94%</b>
<b>Subscriptions:</b>	<b>£350.00</b>	<b>£166.20</b>	<b>£183.80</b>	<b>47%</b>
<b>Meeting Room Hire</b>	<b>£200.00</b>	<b>£0.00</b>	<b>£200.00</b>	<b>0%</b>
<b>Training</b>	<b>£300.00</b>	<b>£280.16</b>	<b>£19.84</b>	<b>93%</b>
<b>Grants/S137 Donations</b>	<b>£400.00</b>	<b>£0.00</b>	<b>£400.00</b>	<b>0%</b>
<b>Other Council Costs/Miscellaneous:</b>	<b>£5,500.00</b>	<b>£434.15</b>	<b>£5,065.85</b>	<b>8%</b>
Parish Repairs		£0.00	<b>£0.00</b>	
Planning support*	£1,000.00	£280.00	<b>£720.00</b>	<b>28%</b>
Signpost Restoration	£2,500.00	£0.00	<b>£2,500.00</b>	<b>0%</b>
Tree and bulb planting	£1,000.00	£0.00	<b>£1,000.00</b>	<b>0%</b>
Maintenance of Moston Green	£500.00	£0.00	<b>£500.00</b>	<b>0%</b>
Moving phonebox	£500.00	£154.15	<b>£345.85</b>	<b>31%</b>
<b>Transparency grant - website</b>	<b>£963.00</b>	<b>£899.00</b>	<b>£64.00</b>	
<b>Planning reserves ***</b>	<b>£4,000.00</b>		<b>£4,000.00</b>	<b>0%</b>
<b>General reserves ****</b>	<b>£3,000.00</b>		<b>£3,000.00</b>	<b>0%</b>
<b>Neighbourhood Plan</b>	<b>£500.00</b>	£858.12	<b>-£358.12</b>	<b>172%</b>
<b>TOTAL</b>	<b>£18,963.00</b>	<b>£4,424.54</b>	<b>£14,538.46</b>	

\* agreed to allocate £1000 from planning reserves to planning support

Notes:

\*\*\* - The Planning Reserves amount of £2000 is an emergency reserve to be built on year on year in the case of planning applications. Money held in the reserve account.

\*\*\*\* held for potential election