



## **Moston Parish Council**

**Minutes for the Meeting held on Tuesday, 8<sup>th</sup> January 2019, in St Peters Church Hall, Elworth, at 7.30pm.**

**PRESENT** Councillors:

A Holder (Chair)  
M Sant  
D Nixon  
S Harrop  
R Beech  
C House  
A Roscoe

The Clerk to the Council: Kristine Pemberton

Also present were 12 members of the public.

The meeting started at 7.30pm

**1. APOLOGIES FOR ABSENCE**

Cllr Musgrave

**2. DECLARATIONS OF INTEREST**

None

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The Chairman adjourned the meeting to allow questions from members of the public. There were none. The Chairman reconvened the Planning Committee Meeting.

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**3. TO APPROVE THE MINUTES OF THE MEETING HELD ON 6<sup>TH</sup> NOVEMBER 2018.**

It was resolved to approve the minutes of the meetings of 6th November 2018 as correct record. The minutes were duly signed by Cllr Holder as Chairman of the meeting.

**4. UPDATE ON APPLICATION TO THE NEW HOMES BONUS SCHEME**

The application was submitted and we are awaiting a response

**Resolved to accept the adult and child safeguarding policies and post on the website**

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

**5.1 Sign post restoration – Cllr Nixon**

Sign post restoration is progressing well and currently investigating installing fencing around the grass area.

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

Cllr Sant has identified a supplier for oak trees and has identified locations for some trees.

**Resolved to have a working group led by Cllr Sant to provide a plan for tree planting and maintenance and this will include one to commemorate W Scragg. Cllrs House, Roscoe, Holder and some local residents will be included.**

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

Still awaiting response from Cheshire East Council

**6. TO DECIDE ON PARISH IMPROVEMENT PROJECTS FOR NEXT YEAR**

Resolved to add a project to install a Noticeboard at Albion Lock. Other projects still ongoing will be continued

**7. FINANCES (RFO)**

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

**7.1 To approve payments and receipts.**

The payments and receipts since 4th September 2018 were approved by the Council.

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

The council received the bank reconciliation and expenditure against budget

**7.3 To agree the budget and precept for 2019/2020.**

Resolved that the clerk requests an amount of £9000 for the 2019/2020 Precept.

**8. CORRESPONDENCE**

None

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

None

**10. ANY OTHER BUSINESS**

Various concerns with the state of Oakwood Lane were raised and there was a suggestion to flag these onto the Cheshire East Highways system.

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

The next Moston Parish Council meeting will take place on Tuesday, 5<sup>th</sup> March 2019 at Warmingham Church Hall

Meeting concluded 8.40pm

## Appendix

### Supporting materials for 7.1 – Payments and receipts

#### Payments since last meeting 4<sup>th</sup> September 2018

11/11/2018	Cheque	612	SPS Ltd	Payroll services	£24.00
20/11/2018	Cheque	613	SPS Ltd	Payroll services	£24.00
01/12/2018	SO	SO	K Pemberton	Salary	£223.19
04/12/2018	Cheque	614	SLCC cheshire	SLCC membership for clerk	£76.00
14/12/2018	Cheque	615	Civitas	Planning consultance work	£891.04
31/12/2018		616	Walker Morris	Legal support for planning	£3,600.00

Supporting material for 7.2 bank reconciliation

**Bank Reconciliation - December 2018**

**MOSTON PARISH COUNCIL**

**Financial year ending 31 March 2019**

Prepared by: Kristine Pemberton, Parish Clerk & FFO

Checked by:

Date:

Balance per bank statements as at 30 Dec 2018	£	£
Current Account (07572433)	£7,404.45	
Reserve Account (at 30 Dec)	£5,004.08	
		£12,408.53

Less: anyunpresented cheques		
604 SPS	£24.00	
616	£3,600.00	
		£3,624.00

Add: anyunbanked cash	None	
<b>Net bank balances as at 30 Dec 2018</b>		<b>£8,784.53</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		£9,234.59
Less: Payments in the year		£10,618.58

Closing balance per cash book [receipts and payments book] must equal net bank balances above **£8,784.53**

At 31 December 2018 12:39 pm

Branch Sort Code: 010780

Account Number: 96473193 - Business Reserve Account

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Date	Type	Description	Withdrawn	Paid In	Balance
05-Dec-2018	STATEMENT PRODUCED				
30-Nov-2018	Interest	30NOV GRS 96473193		£0.82	£5,004.08
31-Oct-2018	Interest	31OCT GRS 96473193		£0.84	£5,003.26
28-Sep-2018	Interest	28SEP GRS 96473193		£0.19	£5,002.42
05-Sep-2018	STATEMENT PRODUCED				
31-Aug-2018	Interest	31AUG GRS 96473193		£0.21	£5,002.23
31-Jul-2018	Interest	31JUL GRS 96473193		£0.22	£5,002.02

At 31 December 2018 12:38 pm

Branch Sort Code: 010780

Account Number: 07572433 - Business Current

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Date	Type	Description	Withdrawn	Paid In	Balance
27-Dec-2018	000614		£76.00		£7,404.45
24-Dec-2018	000615		£891.04		£7,480.45
05-Dec-2018	STATEMENT PRODUCED				
03-Dec-2018	000613		£24.00		£8,371.49
03-Dec-2018	000612		£24.00		£8,395.49
03-Dec-2018	Standing Order		£223.19		£8,419.49
		KRISTINE PEMBERTON MOSTON PC FP 03/12/18 30 18013023851228000N			

Supporting material for 7.2 – Expenditure vs budget

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

<b>EXPENDITURE</b>	<b>Budget 2018-2019</b>	<b>Expenditure to date</b>	<b>Difference V budget</b>	<b>% of budget spend</b>
-				
<b>Clerk's Salary</b>	<b>£2,840.00</b>	<b>£2,127.44</b>	<b>£712.56</b>	<b>75%</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>£96.00</b>	<b>£64.00</b>	<b>60%</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>£242.20</b>	<b>£107.80</b>	<b>69%</b>
<b>Meeting Room Hire</b>	<b>£200.00</b>	<b>£100.00</b>	<b>£100.00</b>	<b>50%</b>
<b>Training</b>	<b>£300.00</b>	<b>£305.16</b>	<b>£5.16</b>	<b>102%</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>£1,434.93</b>	<b>£4,065.07</b>	<b>26%</b>
Parish Repairs		£0.00	£0.00	
Planning support*	£1,000.00	£801.04	£198.96	80%
Signpost Restoration	£2,500.00	£0.00	£2,500.00	0%
Tree and bulb planting	£1,000.00	£425.40	£574.60	43%
Maintenance of Moston Green	£500.00	£0.00	£500.00	0%
Moving phonebox	£500.00	£208.49	£291.51	42%
<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>£0.00</b>	<b>100%</b>
<b>General reserves ****</b>	<b>£3,000.00</b>	<b>£0.00</b>	<b>£3,000.00</b>	<b>0%</b>
<b>Neighbourhood Plan</b>	<b>£500.00</b>	£858.12	£358.12	172%
<b>TOTAL</b>	<b>£18,963.00</b>	<b>£10,618.58</b>	<b>£8,344.42</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

Supporting material for 7.3 – Budget and precept for 2019/2020

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

<b><u>EXPENDITURE</u></b>	<b>Budget 2018-2019</b>	<b>Expenditure to date</b>	<b>Predicted at year end</b>	<b>budget 2019-2020</b>
<b>Clerk's Salary</b>	<b>£2,840.00</b>	<b>£2,127.44</b>	<b>£2,797.01</b>	<b>£2,840.00</b>
<b>General admin:</b>	<b>£200.00</b>	<b>£223.24</b>	<b>£223.24</b>	<b>£200.00</b>
Print cartridges		£182.92	£182.92	
Other Stationery		£40.32	£40.32	
<b>Website/ICT costs</b>	<b>£150.00</b>		<b>£150.00</b>	<b>£300.00</b>
<b>Insurance (Paid annually)</b>	<b>£250.00</b>	<b>£190.89</b>	<b>£190.89</b>	<b>£250.00</b>
<b>Payroll Costs</b>	<b>£160.00</b>	<b>£96.00</b>	<b>£96.00</b>	<b>£100.00</b>
<b>Audit Fees- Internal (paid annually)</b>	<b>£150.00</b>	<b>£141.60</b>	<b>£141.60</b>	<b>£150.00</b>
<b>Subscriptions:</b>	<b>£350.00</b>	<b>£242.20</b>	<b>£242.20</b>	<b>£350.00</b>
<b>Meeting Room Hire</b>	<b>£200.00</b>	<b>£100.00</b>	<b>£150.00</b>	<b>£200.00</b>
<b>Training</b>	<b>£300.00</b>	<b>£305.16</b>	<b>£305.16</b>	<b>£300.00</b>
<b>Grants/S137 Donations</b>	<b>£400.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
<b>Other Council Costs/Miscellaneous:</b>	<b>£5,500.00</b>	<b>£1,434.93</b>	<b>£3,910.00</b>	<b>£2,700.00</b>
Planning support*	£1,000.00	£801.04	£1,000.00	<b>£1,000.00</b>
Signpost Restoration	£2,500.00	£0.00	£1,560.00	<b>£0.00</b>
Landscaping such as tree and bulb planting / maintenance	£1,000.00	£425.40	£1,000.00	<b>£500.00</b>
Maintenance of Moston Green	£500.00	£0.00	£0.00	<b>£500.00</b>
Moving phonebox	£500.00	£208.49	£350.00	<b>£200.00</b>
Noticeboard for Albion Lock				<b>£500.00</b>
<b>Transparency grant - website</b>	<b>£963.00</b>	<b>£899.00</b>	<b>£899.00</b>	
<b>Planning reserves ***</b>	<b>£4,000.00</b>	<b>£4,000.00</b>	<b>£4,000.00</b>	<b>£6,610.00</b>
<b>General reserves ****</b>	<b>£3,000.00</b>			
<b>Neighbourhood Plan</b>	<b>£500.00</b>	<b>£858.12</b>	<b>£858.12</b>	<b>£0.00</b>

<b>TOTAL</b>	<b>£18,963.00</b>	<b>£10,618.58</b>	<b>£13,963.22</b>	<b>£14,000.00</b>

Less expected carried forward

<b>£5,000.00</b>
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Precept request

<b>£9,000.00</b>
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Notes:

\*\*\* - The Planning Reserves is to cover input required in the case of planning applications. 3 planning appeals are expected in 2019- 2020