



Moston Parish Council

**Minutes for the Meeting held on Tuesday, 1st September 2020 at
7.30pm**

Meeting to be held on zoom: <https://us02web.zoom.us/j/89695501939>

PRESENT Councillors:

A Holder (Chair)
A Roscoe
D Nixon
A Roscoe
S Harrop
P Buckley
C House

The Clerk to the Council: Kristine Pemberton

Also present was 1 member of the public.

The meeting started at 7.30pm

1. APOLOGIES FOR ABSENCE

Cllr Brooker

2. DECLARATIONS OF INTEREST

There were no declarations of interest

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

The Chairman reconvened the Council Meeting.

3. TO APPROVE THE MINUTES OF THE MEETING HELD ON 7TH JULY 2020

It was resolved to approve the minutes of the meeting of 7th July 2020 a correct record. The minutes were duly signed by Cllr Holder as Chairman of the meeting

4. TO DISCUSS AND APPROVE THE RISK REGISTER

Resolved to approve the risk register after adding a risk related to continuing council meetings during COVID restrictions. This was mitigated by holding meetings remotely utilising zoom

5. TO DISCUSS LOCAL GREEN SPACES

One of the objectives in the neighbourhood plan is to improve access to countryside partly by utilising green spaces. One designated green space is the triangle at the junction of Plant Lane with Dragons Lane.

Resolved to send a letter to Thimswarra to explain Moston Parish Council's plans to add a bench on the triangle

6. TO APPROVE CLERK'S PAYRISE IN LINE WITH NATIONAL PAYSCALES

Resolved to increase clerks pay in line with national paycales (£6.53/month). This will be back dated to April 2020.

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

7.1 Landscaping (including tree and bulb planting) – Cllr House

A poster to advertise the tree planting scheme will be circulated soon requesting responses within a month.

Resolved to plant a tree (probably an oak) in memory of Bill Scragg on Mill lane. Cllr's Holder and Buckley to agree location

7.2 Relocation of phonebox/ Maintenance of Green – Cllr Harrop

7.3 Refurbishment of street furniture

Resolved that paint, brushes and plants will be purchased for further work on Moston Green

8. FINANCES (RFO)

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

8.1 To approve payments and receipts

The payments and receipts were received by the council

8.2 To receive the bank reconciliation

The bank reconciliation was received by the council

8.3 To receive expenditure against budget to date

The Council received the expenditure against budget from the Clerk.

9. CORRESPONDENCE

None

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

None

11. ANY OTHER BUSINESS

There are still some potential options being explored, including Seddon homes providing funding, but mobile option still looking best.

12. DATE/TIME AND PLACE OF NEXT MEETING

The next Moston Parish Council meeting will take place on Tuesday, 3rd November 2020 and will be held by zoom.

Briefing materials

Item 8.1 Payments and Receipts since 7th July Payments:

08/07/2020	Cheque	668	D Nixon	Registry searches and postage	£38.70
01/08/2020	SO	SO	K Pemberton	Salary	£229.10
09/08/2020	Cheque	669	BCW office products Its	2 beware horse rider signs and clips	£181.14
09/08/2020	Cheque	670	SPS	Payroll	£39.60
18/08/2020	Cheque	671	farmsigns.co.uk	3 warning horse rider signs from farmsigns.co.uk. Waiting for invoice.3@13.20	£79.20
18/08/2020	Cheque	672	K Pemberton Amazon	No parking on grass- signs from Amazon	£55.96
18/08/2020	Cheque	672	K Pemberton Ebay	Spikes for no parking on grass signs. 3@9.99	£29.67
18/08/2020	Cheque	672	K Pemberton Ebay	postcaps	£6.45
20/08/2020	Cheque	673	D Nixon	Registry searches	£15.00

Receipts:

17/06/2020	BACS	HMRC		VAT for 2019-2020 year	£725.15
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Item 8.2 Bank reconciliation

Bank Reconciliation - 5 August 2020

MOSTON PARISH COUNCIL

Financial year ending 31 March 2021

Prepared by: Kristine Pemberton, Parish Clerk & RFO

Balance per bank statements as at 5 August 2020	£	£
Current Account (07572433)	£6,762.22	
Reserve Account	£5,019.08	
		£11,781.30
Less: any unpresented cheques		
657 Warmingham hall	£150.00	
664 chacl affiliation	£142.20	
667 Cheshire community action	£20.00	
		£312.20
Add: any unbanked cash	None	
Net bank balances as at 5 August 2020		£11,469.10

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

CASH BOOK

Opening Balance	£7,884.64
Add: Receipts in the year	£5,726.77
Less: Payments in the year	£2,142.31

Closing balance per cash book [receipts and payments book] must equal net bank balances above £11,469.10

Date	Details	Withdrawn	Paid in	Balance
3 Jul 2020	BROUGHT FORWARD			
15 Jul	Cheque 000666			7,218.44
16 Jul	Cheque 000665	159.48		7,058.96
30 Jul	Cheque 000668	28.94		7,030.02
3 Aug	Standing Order KRISTINE PEMBERTON FP 03/08/20 30 51013020053688000N	38.70 229.10		6,991.32 6,762.22

Item 8.3 Expenditure vs budget

MOSTON PARISH COUNCIL
BUDGET AND EXPENDITURE 2020/2021 to 30 Aug
2020

EXPENDITURE	Budget 2020-2021	Expenditure to date (net)	Difference v budget	% of budget spend
Clerk's Salary	£3,000.00	£1,145.50	£1,854.50	38%
General admin:	£200.00	£39.72	£160.28	20%
Website/ICT costs	£300.00	£143.88	£156.12	48%
Insurance (Paid annually)	£250.00	£202.29	£47.71	81%
Payroll Costs	£150.00	£79.20	£70.80	53%
Audit Fees- Internal (paid annually)	£150.00	£133.00	£17.00	89%
Subscriptions	£350.00	£197.20	£152.80	56%
Meeting Room Hire	£150.00	£0.00	£150.00	0%
Training	£300.00	£0.00	£300.00	0%
Planning support (includes reserves)	£6,500.00	£181.20	£6,318.80	3%
Landscaping such as tree and bulb planting	£500.00	£0.00	£500.00	0%
Maintenance of Moston Green	£500.00	£0.00	£500.00	0%
Refurbishment of street furniture	£2,000.00	£309.03	£1,690.97	15%
TOTAL	£14,350.00	£2,431.02		

Maintenance of Moston Green – includes
improving path to phonebox
Refurbishment of street furniture includes
possibly: Signage for lanes, horse riding
signs, noticeboards, traffic calming