



Moston Parish Council

Minutes for the Meeting held on Tuesday, 3rd March 2020, in Warmingham Village Hall, Warmingham at 7.30pm

PRESENT Councillors:

A Holder (Chair)
D Nixon
S Harrop
A Roscoe
T Brooker
P Buckley
J Wray

The Clerk to the Council: Kristine Pemberton

Also present were 19 members of the public.

The meeting started at 7.40pm

1. APOLOGIES FOR ABSENCE

Cllr House

2. DECLARATIONS OF INTEREST

None

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

Following the questions, the Chairman reconvened the Council Meeting.

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

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

4. TO DISCUSS AND APPROVE THE EMAIL ETIQUETTE POLICY

Following a debate by Members, it was resolved that the Email Etiquette Policy would not be adopted.

Members concluded that the Policy did no more than reinforce the existing rules which govern conduct of individual members and would add further level of unrequired complexity.

Members acknowledged it was a useful exercise to remind Members of the limits of their powers when working on their own initiative.

Members requested the following clarification to be included in the minutes: "Members are allowed to pursue Email correspondence with 3rd parties such as Cheshire East Officers and NGOs but may not make commitments or make a statement on behalf of the Council. All communications of this nature may only be performed by the Parish Clerk." So, for instance, if the council has resolved to object to a planning application then a member can re-iterate that statement on behalf of the parish council when pursuing aspects of that application with Planning Officers and NGO's.

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

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

No update

5.2 Relocation of phonebox/ Maintenance of Green – Cllr Harrop

No update

5.3 Refurbishment of street furniture

Project will start shortly

6. TO RECEIVE UPDATE ON DISCUSSIONS FOR IDEAS TO INCREASE ENGAGEMENT OF LOCAL RESIDENTS

Cllr Brooker provided an update on the discussions held at the Fox. Several topics were raised and discussed as being of interest in the area. One already actioned was to arrange weekend walks in the area.

7. FINANCES (RFO)

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

7.1 To approve payments and receipts

The payments and receipts were approved by the council

7.2 To receive the bank reconciliation

The council received the bank reconciliation

7.3 To receive expenditure against budget to date

The council received the expenditure against budget

8. CORRESPONDENCE

Moston Parish Council do not need to review and respond to the Shavington Neighbourhood Plan

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

None

10. ANY OTHER BUSINESS

None

11. DATE/TIME AND PLACE OF NEXT MEETING

The next Moston Parish Council meeting (The Annual Meeting of the Council) will take place on Tuesday, 5th May 2020 at Warmingham Village Hall at 7.30pm.

Briefing materials

7.1 Payments and receipts since 7 January 2020

07/01/2020	Cheque	651	D Nixon	Registry searches	£24.00
01/02/2020	SO	SO	K Pemberton	Salary	£229.10
04/02/2020	Cheque	652	D Nixon	Registry searches	£12.00
03/03/2020	Cheque		Cartridge save	Ink cartridges, paper	£47.13
03/03/2020	Cheque		Netwise	website hosting	£300.00
03/03/2020	Cheque		K Pemberton	Mcafee Virus protection package	£44.99
03/03/2020	Cheque		K Pemberton	Microsoft office 365	£59.99

7.2 Bank reconciliation

Bank Reconciliation - 5 February 2020

MOSTON PARISH COUNCIL

Financial year ending 31 March 2020

Prepared by: Kristine Pemberton, Parish Clerk & RFO

Balance per bank statements as at 5 February 2020	£	£
Current Account (07572433)	£3,985.89	
Reserve Account	£5,014.08	
		£8,999.97
Less: any unpresented cheques		
D Nixon	£12.00	
		£12.00
Add: any unbanked cash	None	

Net bank balances as at 5 feb 2020 **£8,987.97**

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

CASH BOOK

Opening Balance	£5,829.72
Add: Receipts in the year	£11,082.76
Less: Payments in the year	£7,924.51

Closing balance per cash book [receipts and payments book] must equal net bank balances above **£8,987.97**

00144979 00766 0001/0001		NatWest		Current Account	
Date	Details	Withdrawn	Paid in	Balance	
3 Jan 2020	BROUGHT FORWARD			4,651.99	
15 Jan	Cheque 000649	380.00		4,271.99	
16 Jan	Cheque 000650	33.00		4,238.99	
17 Jan	Cheque 000651	24.00		4,214.99	
3 Feb	Standing Order KRISTINE PEMBERTON FP 03/02/20 30 39013026125883000N	229.10		3,985.89	

7.3 Expenditure against budget to date

MOSTON PARISH COUNCIL
BUDGET AND EXPENDITURE 2019/2020 to 3 March 2020

EXPENDITURE	Budget 2019-2020	Expenditure to date (net)	Difference v budget	% of budget spend
Clerk's Salary	£2,840.00	£2,553.79	£286.21	90%
General admin:	£200.00	£94.91	£105.09	47%
Website/ICT costs	£300.00	£337.49	-£37.49	112%
Insurance (Paid annually)	£250.00	£190.89	£59.11	76%
Payroll Costs	£100.00	£132.00	-£32.00	132%
Audit Fees- Internal (paid annually)	£150.00	£122.40	£27.60	82%
Subscriptions	£350.00	£275.20	£74.80	79%
Meeting Room Hire	£200.00	£0.00	£200.00	0%
Training	£300.00	£0.00	£300.00	0%
Planning support (includes reserves)	£7,610.00	£2,340.07	£5,269.93	31%
Landscaping such as tree and bulb planting	£500.00	£844.54	-£344.54	169%
Maintenance of Moston Green	£500.00	£60.80	£439.20	12%
Moving phonebox	£200.00	£61.18	£138.82	31%
Noticeboard for Albion Lock	£500.00	£0.00	£500.00	0%
Refurbishment of street furniture				
Clean-up	£809.00	£614.63	£194.37	76%
TOTAL	£14,000.00	£7,627.90	£6,372.10	

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