



Moston Parish Council

**Minutes for the Annual General Meeting held on Tuesday 4th May
2021 at 7.30pm**

Meeting held on zoom:

<https://us02web.zoom.us/j/84578322986>

PRESENT Councillors:

A Roscoe (Chair)
C House
D Nixon
A Roscoe
T Brooker
P Buckley
J Wray

The Clerk to the Council: Kristine Pemberton

Also present were 4 members of the public.

The meeting started at 7.30pm

1. TO RECEIVE NOMINATIONS FOR AND TO ELECT A CHAIRMAN FOR THE COMING YEAR.

Cllr Roscoe was nominated. There were no other nominations and therefore Cllr Roscoe was elected as the Chairman for the coming year.

2. TO RECEIVE THE DECLARATION OF OFFICE FROM THE NEWLY APPOINTED CHAIRMAN.

Cllr Roscoe signed his Declaration of Acceptance

3. TO RECEIVE NOMINATIONS FOR AND TO ELECT A VICE- CHAIRMAN FOR THE COMING YEAR.

Cllr Nixon was nominated. There were no other nominations and therefore Cllr Nixon was elected as the Vice-Chairman for the coming year.

4. TO RECEIVE THE DECLARATION OF OFFICE FROM THE NEWLY APPOINTED VICE-CHAIRMAN.

Cllr Nixon signed his Declaration of Acceptance

5. APOLOGIES FOR ABSENCE

None

6. DECLARATIONS OF INTEREST

There were no declarations of interest

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

Following the questions, the Chairman reconvened the Council Meeting.

7. TO APPROVE THE MINUTES OF THE MEETING HELD ON 2ND MARCH 2021

It was resolved to approve the minutes of the meeting of 2nd March 2021 a correct record. The minutes were duly signed by Cllr Roscoe as Chairman of the meeting

8. TO APPROVE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 6TH APRIL 2021

It was resolved to approve the minutes of the Planning Committee meeting of 6th April 2021 a correct record. The minutes were duly signed by Cllr Roscoe as Chairman of the meeting

9. TO APPOINT JDH BUSINESS SOLUTIONS AS THE INTERNAL AUDITOR FOR THE 2020/2021 FINANCIAL YEAR.

Resolved to appoint JDH Business Solutions as the Internal Auditor of the Council for the 2021/2022 financial year.

10. TO CONFIRM APPOINTMENT OF SHIRE PAY SERVICES LIMITED TO CONTINUE PRODUCE THE PAYROLL FOR THE COMING YEAR.

Resolved to maintain Shire Pay Services Limited to produce the Payroll for the coming year.

11. TO CONFIRM RENEWAL OF THE INSURANCE POLICY

Resolved for the clerk to renew the policy

12. TO DECIDE IF MOSTON PARISH COUNCIL SHOULD JOIN CHESHIRE COMMUNITY ACTION THIS YEAR

Resolved that Moston Parish Council should join Community action this year. Clerk to arrange.

13. TO AGREE PLAN FOR MEETINGS FOR THE REST OF THE YEAR

June meeting will be cancelled. Future meetings will be held in the main hall at Warmingham Village Hall on the 2nd Wednesday of the month. The next meeting will be Wednesday 14th July at Warmingham Village Hall.

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

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

Consider hedgerow planting for next year.

14.2 Maintenance of Green – Cllr Harrop

14.3 Parish Improvements – Cllr Nixon

15. OBSERVATIONS ON NEW PLANNING APPLICATIONS

21/2101C Moss House, PLANT LANE, MOSTON, CW11 3PG

Proposed alterations and extension to existing dwelling

Comments by 12 May 2021

Resolved that Moston Parish Council have no objections to this application

16. FINANCES (RFO)

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

16.1 To receive the end of year accounts and budget comparison for the 2020/2021 financial year.

The Council received the end of year accounts and budget expenditure from the Clerk.

16.2 To approve the asset register dated 31st March 2021.

The asset register dated 31st March 2021 was approved by the Council

16.3 To consider and complete the Annual Governance Statement 2020/2021 (AGAR page 5)

The Annual Governance Statement, 2020-2021 was reviewed and approved by the Council.

16.4 To review and approve the Accounting Statements 2020/2021 (AGAR page 6)

The Accounting Statement, 2020-2021, was approved by the Council and signed by Cllr Roscoe, the chairman of the meeting

16.5 To approve payments and receipts

The payments and receipts were received by the council

16.6 To receive the bank reconciliation

The bank reconciliation was received by the council
Cllr Roscoe confirmed approval of all the financial items with the full council

17. CORRESPONDENCE

None

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

Cheshire East Council are currently moving to a committee system of governance and so there will be changes to our contacts.

Boundary changes which may affect Moston Parish Council are being discussed during a 12 week consultation period and should be completed by 2023. Albion lock may move to Sandbach Council and Glebe farm and some land off Warmingham Lane may move to Middlewich

There has been agreement that construction traffic from the Glebe Farm development will not use Moston Lanes

19. DATE/TIME AND PLACE OF NEXT MEETING

The next Moston Parish Council meeting will take place on Wednesday, 14th July 2021 at 7:30pm and will be held at Warmingham Village Hall.

Meeting closed 8:35pm

Briefing Notes:

Item 16.1

MOSTON PARISH COUNCIL
BUDGET AND EXPENDITURE 2020/2021 to 31 Mar
2021

EXPENDITURE	Budget 2020-2021	Expenditure to date (net)	Difference v budget	% of budget spend
Clerk's Salary	£3,000.00	£2,818.39	£181.61	94%
General admin:	£200.00	£59.01	£140.99	30%
Website/ICT costs	£300.00	£532.87	-£232.87	178%
Insurance (Paid annually)	£250.00	£202.29	£47.71	81%
Payroll Costs	£150.00	£158.40	-£8.40	106%
Audit Fees- Internal (paid annually)	£150.00	£133.00	£17.00	89%
Subscriptions	£350.00	£277.20	£72.80	79%
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	£241.20	£6,258.80	4%
Landscaping such as tree and bulb planting	£500.00	£524.17	-£24.17	105%
Maintenance of Moston Green	£500.00	£0.00	£500.00	0%
Refurbishment of street furniture	£2,000.00	£432.48	£1,567.52	22%
Parish Improvements				
TOTAL	£14,350.00	£5,379.01	£8,970.99	

Variance Report

	Year ending		% change	Reason for variance
	31/03/2020 £	31/03/2021 £		
Balance brought forward	5829	7884	35%	
Precept or Rates and Levies	9000	10000	11%	
Total Other Receipts	2086	727	-65%	No grants received this year
Staff costs	2783	2818	1%	
Loan interest/capital repayments	0	0	0%	
All other payments	6248	2718	-56%	Less expenditure required on planning appeals than last year
Balances carried forward	7884	13075	66%	
Total value of cash short term investments	7884	13075	66%	

Long term fixed assets plus long term investments and assets	2141	2141	0%
Total borrowings	0	0	0%

Item 16.2

MOSTON PARISH COUNCIL 31 March 2021

ASSETS REGISTER

Item	Model	Serial	Purchase Date	Net Cost	Location
Notice Board	-----	-----	-----	1.00	Roadside
Notice Board	-----	-----	-----	1.00	Roadside
Notice Board	-----	-----	-----	1.00	Roadside
Lenovo Laptop	Ideapad 320S	MP1CHPXY	07/02/2018	399.99	Clerk
Printer and scanner	Brother MFCJ6530D	E75872J7F134791	07/02/2018	124.99	Clerk
BT Phone Box	-----	-----	-----	1.00	Roadside
Boundary Signs	-----	-----	02/05/2018	1191.60	Roadside
Bench	-----	-----	14/01/2013	320.00	Moston Green
Salt Box	-----	-----	31/01/2013	50.00	Moston Green
Salt Box	-----	-----	31/01/2013	50.00	End of Clay Lane
Salt Box	-----	-----	31/01/2013	50.00	Red Lane
			TOTAL	2140.58	

*Location is Moston Green

Item for 16.5 – Payments and receipts

Payments:

Cheque date or payment date	Type of Transaction	Cheque Number	Recipient	Details	Total Amount
01/03/2021	SO	SO	K Pemberton	Salary	£235.39
16/03/2021	Cheque	687	K Pemberton	totalAV anti virus	£34.80
28/03/2021	Cheque	688	D Nixon	Registry searches	£6.00
28/03/2021	Cheque	688	D Nixon	Fence supplies from Chelford for path between Plant and Dragons Lane	£100.20
Receipts					
31/12/2020	BACS	Natwest		Interest	£0.04
29/01/2021	BACS	Natwest		Interest	£0.04
26/02/2021	BACS	Natwest		Interest	£0.04

Item 16.6 – Bank reconciliation

Bank Reconciliation 31 March 2021
MOSTON PARISH COUNCIL
Financial year ending 31 March 2021

Prepared by: Kristine Pemberton, Parish Clerk & RFO

Balance per bank statements as at 31 March 2021	£	£
Current Account (07572433)	£8,055.79	
Reserve Account (at 5 Mar 21)	£5,019.45	
		£13,075.24

Less: any unpresented cheques

£0.00

Add: any unbanked cash

None

Net bank balances as at 31 March 2021

£13,075.24

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	£10,727.14
Less: Payments in the year	£5,536.54

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

£13,075.24

NatWest		Current Account		
Date	Details	Withdrawn	Paid in	Balance
5 Mar 2021	BROUGHT FORWARD			8,554.39
23 Mar	Cheque 000686	18.00		8,536.39
24 Mar	Cheque 000684	39.60		8,496.79
26 Mar	Cheque 000683	300.00		8,196.79
31 Mar	Cheque 000687	34.80		
	Cheque 000688	106.20		8,055.79

Account Number 96473193 MOSTON PARISH COUNCIL BIC NWBK GB 2L
 Branch sort code 01-07-80 IBAN GB10 NWBK 0107 8096 4731 93
 National Westminster Bank Plc

NatWest		Business Reserve Account		
Date	Details	Withdrawn	Paid in	Balance
4 Dec 2020	BROUGHT FORWARD			5,019.33
31 Dec 2021	Interest 31DEC-GRS 96473193		0.04	5,019.37
29 Jan	Interest 29JAN-GRS 96473193		0.04	5,019.41
26 Feb	Interest 26FEB-GRS 96473193		0.04	5,019.45