



Moston Parish Council

Minutes for Meeting held on Wednesday 14th July 2021 at 7.30pm at Warmingham Village Hall

PRESENT Councillors:

D Nixon (Chair)
C House
S Harrop
T Brooker
P Buckley

The Clerk to the Council: Kristine Pemberton

Also present were 6 members of the public.

The meeting started at 7.30pm

1. APOLOGIES FOR ABSENCE

Cllr Roscoe

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 4TH MAY 2021

It was resolved to approve the minutes of the meeting of 4th May 2021 a correct record. The minutes were duly signed by Cllr Nixon as Chairman of the meeting

4. CO-OPTION OF NEW COUNCILLORS

Katherine Haigh spoke about why she would like to join Moston Parish Council. The vote confirmed unanimous agreement to Katherine joining. She was welcomed on board.

5. TO REVIEW AND UPDATE THE RISK REGISTER

Resolved to accept proposed updates to the risk register.

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

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

Hedge planting to be done in September

6.2 Maintenance of Green – Cllr Harrop

No specific work required at moment

6.3 Parish Improvements – Cllr Nixon

Signs have been cleaned and the post at the end of Tetton Lane will be tidied

7. OBSERVATIONS ON NEW PLANNING APPLICATIONS

21/3047C Greywood, 5 Oakwood Lane, Moston, CW11 3PR

This is an application to replace a garage under the below exception number 3 of CELP Policy PG6 (Open Countryside) iii. for the replacement of existing buildings (including dwellings) by new buildings not materially larger than the buildings they replace. The building to be replaced is around 40 years old and can be seen marked on the site plan, but is in a state of disrepair now. The building is made up of a large main garage area with greenhouse and lawnmower shed. A plan of the original building with dimensions and photographs are attached to the application. The greenhouse section had to be taken down in August 2020 for safety reasons. The replacement building will be in the same location but moved in around 50cm from the boundary line, as the original building is currently built right up to the property line. Plans of the new building and footprint are attached to this application.

Comments by 15th July 2021 (extension agreed)

Moston Parish Council support this application

21/2664C Within Street Farm, Tetton Lane, CW10 0HH

Change of use for the conversion of redundant agricultural building to dwelling, associated parking and vehicle turning and drainage arrangements.

Comments by 15th July 2021 (extension agreed)

Moston Parish Council oppose this application. See Cheshire East planning website for full reasons

21/2867C Cartref, Warmingham Lane, CW11 3PS

Demolish garage and erection of ground floor front, side and rear extensions to dwelling

Comments by 15th July 2021 (extension agreed)

Moston Parish Council have no objections to this application

8. UPDATE ON PLANNING APPEAL

19/4679C Meadow View Park, Dragons Lane

Change of use of land to use as residential caravan site including laying out of hardstanding and construction of new access

Comments by 15th July 2021

Comments have been submitted by Civitas

9. FINANCES (RFO)

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

9.1 To receive the expenditure against budget to date

The expenditure against budget was received by the council

9.2 To approve payments and receipts

The payments and receipts were received by the council

9.3 To receive the bank reconciliation

The bank reconciliation was received by the council

9.4 To receive findings from internal audit and agree responses

Responses to audit agreed and documented

10. CORRESPONDENCE

None

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

Discussions are still ongoing with Seddon around possible work to improve broadband access in Moston

12. DATE/TIME AND PLACE OF NEXT MEETING

The next Moston Parish Council meeting will take place on Wednesday, 11th August 2021 and will be held at Warmingham Village Hall.

Meeting concluded 20:25

Briefing Notes:

Item 9.1

MOSTON PARISH COUNCIL
BUDGET AND EXPENDITURE 2021/2022 to July 2021

EXPENDITURE	Budget 2021-2022	Expenditure to date (net)	Difference v budget	% of budget spend
Clerk's Salary	£3,000.00	£941.56	£2,058.44	31%
General admin:	£200.00	£0.00	£200.00	0%
Website/ICT costs	£600.00	£0.00	£600.00	0%
Insurance (Paid annually)	£250.00	£203.72	£46.28	81%
Payroll Costs	£150.00	£0.00	£150.00	0%
Audit Fees- Internal (paid annually)	£150.00	£147.00	£3.00	98%
Subscriptions	£350.00	£177.20	£172.80	51%
Meeting Room Hire	£150.00	£0.00	£150.00	0%
Training	£300.00	£25.00	£275.00	8%
Planning support (includes reserves)	£11,052.00	£21.00	£11,031.00	0.2%
Landscaping such as tree and bulb planting	£1,000.00	£0.00	£1,000.00	0%
Maintenance of Moston Green	£200.00	£0.00	£200.00	0%
Parish Improvements	£3,000.00	£0.00	£3,000.00	0%
TOTAL	£20,402.00	£1,515.48	£18,886.52	

Item 9.2

Cheque date or payment date	Type of Transaction	Cheque Number	Recipient	Details	Total Amount
01/04/2021	SO	SO	K Pemberton	Salary	£235.39
01/05/2021	SO	SO	K Pemberton	Salary	£235.39
06/05/2021	Cheque	689	zurich municipal	Insurance	£203.72
06/05/2021	Cheque	690	CHALC	CHALC membership	£142.20
01/06/2021	SO	SO	K Pemberton	Salary	£235.39

11/06/2021	Cheque	691	CHALC	Planning training DN	£25.00
11/06/2021	Cheque	692	JDH business services LTd	Audit	£176.40
01/07/2021	SO	SO	K Pemberton	Salary	£235.39
05/07/2021	DD	DD	ICO	Information commissioners office annual fee	£35.00
	Cheque		DN	Planning searches	£21.00

Date	Type of Transaction	Received From	Details	Total Amount
31/03/2021	BACS	NatWest	Interest	£0.05
09/04/2021	BACS	Cheshire East	Precept	£5,480.50
30/04/2021	BACS	NatWest	Interest	£0.04
28/05/2021	BACS	HMRC	VAT reclaim	£157.53
28/05/2021	BACS	NatWest	Interest	£0.04

Item 9.3

Bank Reconciliation 5 July 2021

MOSTON PARISH COUNCIL

Financial year ending 31 March 2022

Prepared by: Kristine Pemberton, Parish Clerk & RFO

Balance per bank statements as at 5 July 2021	£	£
Current Account (07572433)	£12,337.14	
Reserve Account (at 4 jun 21)	£5,019.58	
		£17,356.72
Less: any unrepresented cheques		
693 DN registry searches	£21.00	
690 chalc	£142.20	
691 chalc	£25.00	
		£188.20
Add: any unbanked cash	None	
Net bank balances as at 5 July 2021		£17,168.52

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

CASH BOOK

Opening Balance	£13,075.24
Add: Receipts in the year	£5,638.16
Less: Payments in the year	£1,544.88

Closing balance per cash book [receipts and payments book] must equal net bank balances above £17,168.52

Date	Details	Withdrawn	Paid in	Balance
4 Jun 2021	BROUGHT FORWARD			12,785.93
1 Jul	Standing Order KRISTINE PEMBERTON SALARY FP 01/07/21 30 53023109727012000N	235.39		12,548.54
2 Jul	Cheque 000692	176.40		12,372.14
5 Jul	Direct Debit ICD ZA436440	35.00		12,337.14

Date	Details	Withdrawn	Paid in	Balance
5 Mar 2021	BROUGHT FORWARD			5,019.45
31 Mar	Interest 31MAR-GRS 96473193		0.05	5,019.50
30 Apr	Interest 30APR-GRS 96473193		0.04	5,019.54
28 May	Interest 28MAY-GRS 96473193		0.04	5,019.58

Item 9.4:

	ISSUE	RECOMMENDATION	FOLLOW UP
1	One of the figures in the AGAR accounts has been included to two decimal points.	<i>All figures in the AGAR should be rounded to the nearest £1.</i>	Implemented
2	The council purchased various signs during the year but an unchanged fixed asset figure has been included in the AGAR.	<i>If the council owns the signs that have been purchased in 2020/21 the asset register should be updated and the correct fixed asset value included in the AGAR accounts.</i>	Signs are temporary and not expected to remain in place for longer than a year so do not need to be included on the fixed asset register
3	The risk assessment does not address the risks of supplier (procurement) fraud.	<i>The risk assessment should be updated to include supplier fraud including the adequacy of supplier onboarding controls.</i>	Implemented