



Moston Parish Council

Minutes for the Annual General Meeting to held on Wednesday 11th May 2022 at 7.00pm at St Peter's Church Hall, Elworth

PRESENT Councillors:

A Roscoe (Chair)
D Nixon
C Haigh
P Buckley

The Clerk to the Council: Kristine Pemberton

Also present were 7 members of the public.

The meeting started at 7.00pm

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

Cllr Harrop

6. DECLARATIONS OF INTEREST

None

7. TO APPROVE THE MINUTES OF THE MEETING HELD ON 13TH APRIL 2022

It was resolved to approve the minutes of the meeting of 13th April 2022 a correct record. The minutes were duly signed by Cllr Roscoe as Chairman of the meeting

8. DISCUSSION ON DIGITAL INCLUSION PROJECT – CARYS WARD

The council and residents are keen to participate in focus group. Carys Ward to arrange a focus group

9. CO-OPTION OF NEW COUNCILLOR

Sharon Moran was elected as a new councillor

10. TO APPOINT JDH BUSINESS SOLUTIONS AS THE INTERNAL AUDITOR FOR THE 2022/2023 FINANCIAL YEAR.

Resolved to appoint JDH Business Solutions as the Internal Auditor of the Council for the 2022/2023 financial year.

11. 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.

12. TO CONFIRM RENEWAL OF THE INSURANCE POLICY

Resolved for to renew the policy with fidelity cover increased to £50,000

13. TO DECIDE WHETHER TO UPDGRADE THE WEBSITE TO NETWISE V2

Resolved to upgrade the website to Netwise V2

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

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

15. TO RECEIVE AN UPDATE ON PARISH IMPROVEMENT/EVENTS PROJECTS PLANNED FOR THIS YEAR

Parish improvements: clearance work continues on the Cosy – some trees remain blocking the path for horses and cars. The options for status of this path are still being investigated

Jubilee Event: developing invitations, £100 received from Cheshire East towards this, a BBQ has been located, residents to fetch picnic items to go with the BBQ..

16. OBSERVATIONS ON NEW PLANNING APPLICATIONS

None received

17. FINANCES (RFO)

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

17.1 To consider and complete the Annual Governance Statement 2021/2022 (AGAR page 5)

The Annual Governance Statement, 2021-2022 was reviewed and approved by the Council.

17.2 To review and approve the Accounting Statements 2021/2022 (AGAR page 6)

The Accounting Statement, 2021-2022, was approved by the Council and signed by Cllr Roscoe, the chairman of the meeting

17.3 To receive findings from internal audit and agree responses

The Council received the findings from the internal audit and agreed response to the comment raised

17.4 To approve the signing of the Certificate of Exemption from Limited Assurance Review (AGAR page 3)

The Certificate of Exemption from Limited Assurance Review was signed

17.5 To approve payments

The payments were approved by the council and will now be paid by BACS

17.6 To receive the bank reconciliation

The bank reconciliation was received by the council

18. TO RECEIVE CORRESPONDENCE

None

19. TO RECEIVE ANY QUESTIONS FROM MEMBERS OF THE PUBLIC

Thanks for hard work on the appeal from a resident, preparation and performance on day which was exceptional. Cllr Nixon was specially recognised in his time and efforts

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

21. DATE/TIME AND PLACE OF NEXT MEETING

The next Moston Parish Council meeting will take place on Wednesday, 8th June 2022 and will be held at St Peters Church Hall, Elworth.

Finished 8:15

Briefing Notes

Item 13: Information received from Netwise

We introduced NetWise V2 in December 2020 and since then most of our Council clients have upgraded. We've recently performed a security scan of our servers in light of the increased threats associated with the conflict in Ukraine. We identified your council as one of the few that have not yet upgraded.

Since NetWise created the first Parish Council website back in 2015 there have been many changes, not just regulatory but also technological. In December 2020 After five years it was time for us to say goodbye to our old theme and look to the future with a faster, more reliable theme that encompasses all the latest regulations and technology.

WHY WAS A NEW THEME NEEDED?

In April 2015 WordPress version 3.76 was current. In December 2020 WordPress version 5.6 was being released. In those five years, WordPress released 391 updates. At the time of writing this email, Wordpress is currently on version 5.9.3

WordPress themes have a life cycle simply because the technology that supports them advances. As Wordpress core developers continue to push Wordpress updates (which they will do habitually in days, months, and years-to-come) with new features and security solutions through patches and new versions, the theme that you are using will not work as well with the new Wordpress core updates, or as well today as it did the first day that it was created. This could eventually lead to issues where as you update Wordpress, you will notice the theme itself may begin to wield unruly bugs and security issues of its own that weren't present before. This is a natural degradation of software that ultimately happens anytime that any software is no longer declared supported and as the world of other software (especially any that your software has a relationships with) continues to advance.

In the short term this can be avoided by simply turning off Wordpress auto-updates or by not updating your Wordpress core when regular Wordpress updates are available, you may notice that your version of the Wordpress core software also becomes buggy and has security flaws as hackers identify new security vulnerabilities, or as new Wordpress features provided by Wordpress core come to fruition and old features become legacy or outdated and also unsupported in the ways they were supported before.

SAY HELLO TO NETWISE V2

Our old theme is almost seven years old and whilst it still works reasonably well, we are conscious that it's coming towards end of life. We were developing a new theme for over twelve months that is faster, more lightweight and meets with all the new coding standards as well as the regulations that local authorities need to adhere to. We

planned to stop supporting the existing theme in June 2021. It's now imperative that a change is made.

NetWise V2 is 100% compliant with WCAG2.1aa accessibility regulations, in addition, it has built in functions for Operation London Bridge, Forth Bridge and Menai Bridge in the sad event of the death of a senior Royal.

We've improved all the functions such as the document system which now allows for documents to be published as a HTML (no coding needed) page and also a PDF download. This complies with GDS guidelines about publishing and the need to publish by HTML where ever possible. Although this is only a recommendation at present, we expect that it will become a requirement in future years and so we've planned for that so that you can stay ahead of compliance.

NetWise V2 uses less plugins as we've written the code to power most functions straight into the theme. This makes for a faster, more reliable and secure website.

The homepage is flexible enough to display any kind of information giving your local authority website a unique clean look tailored to your needs. It displays well on all devices too ensuring that your visitors have a great user experience.

HOW DO I UPGRADE TO V2?

If you joined us from July 2020 onwards then we would have automatically upgraded you before June 2021.

If you joined us prior to July 2020 then we'd have only upgraded you if you'd have request it. We put together some introductory offers as we were keen to see as many clients as possible make the switch. Most did however we do still have an handful of clients who are still on the old theme. With that in mind we have opened up an offer of just £199 to upgrade. The fee is a one off and doesn't affect your annual payment.

DO I HAVE TO UPGRADE?

Initially we couldn't force people to upgrade however we appealed to everyone to give it consideration not least for security reasons. PHP (the software that powers Wordpress) is also changing to new versions each year. We knew that our current theme was at its limit for PHP upgrades, but would continue to work for perhaps a few more years, that was back in 2020, As we are now in 2022 and have seen more technological advances and more importantly, increased security threats, it makes sense to run the most secure package possible

Item 17.3 Internal Audit report

	ISSUE	RECOMMENDATION	FOLLOW UP
1	<p>The total council reserves represent 163% of the precept level. No earmarked reserves were disclosed in the information provided to internal audit.</p> <p>The level of general reserves recommended by sector guidance is between 25% and 100% of the precept.</p> <p>Due to the level of cash and bank reserves the council should also monitor the level of fidelity insurance, which currently stands at £25,000. The adequacy of fidelity covers is usually estimated by calculating maximum cash and bank as year end reserves plus the next precept instalment, which is approximately total of £23379.</p>	<p><i>The council should review the level of general reserves with reference to sector guidance.</i></p> <p><i>The council should monitor the adequacy of the level of fidelity instance as part of annual risk assessment procedures.</i></p>	<p>Split of general and planning reserves will be made clearer in the accounts</p> <p>Fidelity will be increased to £50,000</p>

Item 17.5 Payments for approval

zurich municipal	Insurance	£205.20
JDH business services LTd	Audit	£216.00
SPS	Payroll for M7-, INV-07483	£39.60

Item 17.6 Bank Reconciliation

Bank Reconciliation 6 May 2022

MOSTON PARISH COUNCIL

Financial year ending 31 March 2023

Prepared by: Kristine Pemberton, Parish Clerk & RFO

Balance per bank statements as at 6 May 2022	£	£
Current Account (07572433)	£18,847.44	
Reserve Account	£5,020.34	
		£23,867.78

Less: any unrepresented cheques

£0.00

Add: any unbanked cash None

Net bank balances as at 6 May 2022 £23,867.78

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

CASH BOOK

Opening Balance £17,899.37
Add: Receipts in the year £6,500.35
Less: Payments in the year £531.94

Closing balance per cash book [receipts and payments book] must equal net bank balances above £23,867.78



Account type: **BUSINESS CURRENT**
Account number: **07572433**
Sort code: **01-07-80**
Account name: **SLA MOSTON PC A**

Transactions

Date: **6th May 2022**

Your transactions

Showing: 1-Apr-2022 to 6-May-2022, All Transactions

Date	Type	Description	Paid in	Paid out	Balance
5 May 2022	DPC	DAVE NIXON , MPC EXPENSES , VIA ONLINE - PYMT , FP 04/05/22 10 , 57184354088386000N	-	£61.16	£18,847.44
3 May 2022	S/O	KRISTINE PEMBERTON, SALARY , FP 03/05/22 30 , 30013011789936000N	-	£235.39	£18,908.60
11 Apr 2022	CHQ	000710	-	£399.00	£19,143.99
6 Apr 2022	BAC	CHESHIRE EAST	£6,500.00	-	£19,542.99
1 Apr 2022	S/O	KRISTINE PEMBERTON, SALARY , FP 01/04/22 30 , 29023109466928000N	-	£235.39	£13,042.99



Account type: **BUSINESS RESERVE ACCOUNT**
Account number: **96473193**
Sort code: **01-07-80**
Account name: **SLA MOSTON P C BR**

Transactions

Date: **6th May 2022**

Your transactions

Showing: 1-Apr-2022 to 6-May-2022, All Transactions

Date	Type	Description	Paid in	Paid out	Balance
29 Apr 2022	INT	29APR GRS 96473193	£0.35	-	£5,020.34