



# Moston Parish Council

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7<sup>th</sup> February 2024

## To the Members of Moston Parish Council

Dear Councillor

You are hereby summoned to attend the **ORDINARY MEETING** of the Moston Parish Council to be held on **Wednesday, 14<sup>th</sup> February 2024 at 7.30 pm at St. Peter's Church Hall, Elworth, Sandbach, CW11 3HU** when the undermentioned business is to be transacted.

Yours faithfully

*M Clough*

Mrs M Clough  
Parish Clerk and Responsible Financial Officer

## AGENDA

### 1. APOLOGIES FOR ABSENCE

To receive any apologies for absence from Members of the Parish Council

### 2. DECLARATIONS OF INTEREST

To receive any declarations of interest from Members of the Parish Council

### 3. MINUTES

The Minutes of the proceedings of the Meeting of the Parish Council held on 13<sup>th</sup> December 2023 to be approved as a correct record and signed by the Chair of the Parish Council (or other person presiding). Minutes attached.

### 4. PUBLIC FORUM

To receive any questions from Members of the Public.

### 5. FINANCES AND BUDGET 2023-2024

- (i) To note that the at the 31<sup>st</sup> January 2024, the budget expenditure for 2023-2024 was as follows:-

Budget Head	Total	BUDGET ALLOCATED	DIFFERENCE
Salary	£2,903.40	£3,300.00	87.98%
General Admin	£84.39	£500.00	16.88%
Website/ICT Costs	£446.14	£500.00	89.23%
Insurance	£215.32	£400.00	53.83%
Payroll Costs	£218.40	£300.00	72.80%
Audit Fees (internal)	£128.10	£500.00	25.62%
Subscriptions	£371.06	£320.00	115.96%
Meeting Room Hire	£100.00	£150.00	66.67%
Training	£0.00	£200.00	0.00%
Parish Improvements/Events	£566.38	£800.00	70.80%
Chair's Fund	£0.00	£30.00	0.00%
	£5,033.19	£7,000.00	

- (ii) To give retrospective approval for the payment of the Subscription to the Society for Local Clerks in the sum of £80.00 for the membership renewal.
- (iii) To note the bank reconciliation at 31<sup>st</sup> January 2024 was as follows:-

<b>Bank Reconciliation 1<sup>st</sup> February 2024</b>		
<b>MOSTON PARISH COUNCIL</b>		
<b>Financial year ending 31 March 2024</b>		
Prepared by: Muna Clough, Parish Clerk & RFO		
Balance per bank statements as at 1 <sup>st</sup> February 2024		£
Current Account (07572433)		£19,898.06
Reserve Account (including interest) (96473193)		5098.29
Add: any unbanked cash		None
<b>Net bank balances as at 1<sup>st</sup> February 2024</b>		<b>£24,996.35</b>
<b>The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows</b>		
<b>CASH BOOK</b>		
Main and Reserve @ 01.04.2023		£22,693.04
Add: Receipts in the year (including interest)	£7,336.50	£30,029.54
Less: Payments in the year	£5,033.19	£24,996.35
<b>Closing balance per cash book [receipts and payments book] must equal net bank balances above</b>		<b>£24,996.35</b>

**6. RISK ASSESSMENT 2024-2025**

To consider and approve the 2024-2025 Risk Assessment. (Copy circulated)

**7. ASSET REGISTER**

To consider and approve the 2024-2025 Asset Register. (Copy circulated)

**8. PLANNING APPLICATIONS**

The Parish Council to consider an update from Councillor Nixon on the following:-

- (i) **New Planning Applications**
- (ii) **Ongoing Planning Applications**

**9. CHAIR'S REPORT**

The Chair to report on any matters pertinent to the Parish.

**10. REPORT FROM CHESHIRE EAST COUNCILLOR**

Councillor Wray, Cheshire East Councillor to report on any matters affecting the Parish.

**11. DATE OF ANNUAL PARISH MEETING AND NEXT ORDINARY MEETING**

To note the dates of the following meetings:-

- Annual Parish Meeting - Wednesday, 10<sup>th</sup> April 2024 at 7.00 pm
- Ordinary Parish Council Meeting - Wednesday, 10<sup>th</sup> April 2024 at 7.30 pm

Both meetings will take place at St Peter's Church Hall, Elworth, Sandbach,