

**HANDLEY AND DISTRICT PARISH COUNCIL**  
**MINUTES OF THE MEETING**  
**HELD AT 7.30 PM ON THURSDAY 24<sup>TH</sup> SEPTEMBER 2020**  
**USING THE ZOOM PLATFORM**

**OPEN FORUM**

Before the official business of the Council commences there will a period of approximately 10 minutes for members of the public to have the opportunity to comment, and raise questions, on matters affecting the parish.

One member of the public attended.

**PRESENT**

Cllrs Mary Pleavin; Hilary Wells(Chairman); Rosemary Thomas; Rory Lea; Nigel Johnson.

**1. APOLOGIES**

Cllr David Mamwell; Jon Mathias.

**2. DECLARATIONS OF INTEREST**

To receive Disclosable Pecuniary Interests or Other Disclosable Interests from members on matters to be considered at the meeting.

None were declared.

**3. ELECTION OF CHAIRMAN FOR 2020 – 2021**

**Resolved:-** The Council agreed to elect Cllr Wells as Chairman for 2020 – 2021.

Proposed by Cllr Lea and seconded by Cllr Johnson.

Cllr Wells formally thanked Cllr Pleavin for her service to the Council, she is to stand down once the bank signatories have been arranged.

**4. ELECTION OF VICE CHAIRMAN FOR 2020 – 2021**

The item was deferred.

**5. CASUAL VACANCY**

CW&C have advised that an election has not been called to fill the casual vacancy on the Council therefore the Council can co-opt.

**6. MINUTES**

**Resolved:-** The Council agreed to approve and sign the minutes of the meeting held on 23<sup>rd</sup> July 2020. Proposed by Cllr Lea and seconded by Cllr Wells.

**7. MATTERS ARISING**

To Report on Matters Arising from the Minutes of the Meeting of 23<sup>rd</sup> July 2020 and not covered by the Agenda.

There were no matters arising.

**8. HIGHWAYS**

8.1 Handley - to consider proposed reduction in speed limit through Handley village to 30 mph (Currently 40mph):-

Update:-

Before the assessment can be carried out, the parish need to agree to fund 50% of the costs of any changes recommended by the assessment.

The assessment is free. The cost of a speed limit change in Handley should be no more than £2,000, so you need to be able to fund about £1,000 towards costs. This cost could be lower depending on the costs of advertising the public notice. The Council will need to apply via the area engineer Stuart Bateman agreeing to part fund any recommended, this is because he will have to find the other 50% to fund any change.

**Resolved:-** The Council agreed to support the proposed reduction in principle and to request financial support from ward Cllr Mike Jones towards the cost. Proposed by Cllr Pleavin and seconded by Cllr Wells.

8.2 Frog Lane Update:-

CW&C have advised that it is their intention to replace the pipe in the next few weeks.

9. **FORMER CCP DEPOT**

Andrew Jamieson (CWAC) has advised that matters are moving forward regarding the design of the houses.

10. **PLANNING**

10.1 Planning Update:-

There is no update regarding planning applications.

10.2 Planning Updates:-

The Council considered the following planning application:-

20/03382/PDO – Conversion of ground floor office units into self contained residential apartment at Interiors by Michael, Platts Lane, Hatton Heath

Observations:- The Council raised no objections.

11. **FINANCE**

11.1 To approve accounts and bank reconciliation:-

To accept and approve the following payments:-

Chq No	Payee	Statutory Power	Amount
551	Reimburse Clerk for running costs	s.111	£ 6.38
552	Clerk – backdated pay		£ 18.00
553	HMRC PAYE (Aug – Sep 2020)		£ 52.60
554	Topwood (shredding documents)	s.111	£ 60.00

Receipts:-

Refund of Highway Contribution:- £2,761.35.

Reconciled balance at current bank account at 7<sup>th</sup> September 2020:- £11,566.64.

Reconciled balance at business reserve bank account at 7<sup>th</sup> September 2020:- £5,503.34.

Clerk's Pay:-

CHALC have written regarding the National Salary Award and increase in hourly rates. They have advised that this is to be backdated to 1<sup>st</sup> April. The Clerk had previously circulated the calculation for the backdated pay.

**Resolved:-** The Council agreed to the following payments. Proposed by Cllr Wells and seconded by Cllr Lea.

11.2 Bank Signatories:-

**Resolved:-** The Council agreed to appoint Cllrs Lea and Johnson as bank signatories. Proposed by Cllr Wells and seconded by Cllr Pleavin.

## 12. ANNUAL AUDIT

The Council formally acknowledged receipt of the following email from the external auditors, PKF Littlejohn, which states the following:-

“CH0148: Receipt of documents – notification of exempt status, 2020

This is an automated message to notify you that we have received and logged the notification of exempt status for the year ended 31 March 2020 submitted to us for Handley and District Parish Council. By notifying us that Handley and District Parish Council has claimed exemption there is no review to be performed and consequently no auditor certificate and report, or any other closure documentation, will be issued by us for this reporting year.”

In accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities the Council has published the following documents on the website:-

- (i) Certificate of Exemption (page 3 of the AGAR);
- (ii) Annual Internal Audit Report 2019 – 20 (page 4 of the AGAR);
- (iii) Section 1 – Annual Governance Statement 2019 – 20 (page 5 of the AGAR);
- (iv) Section 2 – Accounting Statements 2019 – 20 (page 6 of the AGAR);
- (v) Analysis of Variances;
- (vi) Bank Reconciliation;
- (vii) Notice of the period for the exercise of public rights and other information required by Regulation 15 (2) Accounts and Audit Regulations 2015.

## 13. OLD COACH ROAD SPEED LIMIT

The Council has received a request from Broxton & District Parish Council for a financial contribution towards the cost to reduce the speed limit of Old Coach Road to 50mph following a speed assessment. It was highlighted to the Council that a large section of the Road is in Chowley Parish which comes under Handley and District Parish Council. The section of Old Coach Road has only a couple of properties that are in parish.

**Resolved:-** The Council formally considered the request and agreed to support the introduction of the speed limit but not offer to fund the costings. Proposed by Cllr Wells and seconded by Cllr Pleavin.

## 14. VILLAGE BOUNDARY SIGN

Update:-

The Clerk followed up an earlier request for a village boundary sign for Golborne David and has received the following reply from CW&C:-

“The signs are Village boundary signs and as Golborne David falls below that category it may be why it has been omitted historically.

The signs will need to be fully funded by the PC and if they are positioned on the A41 costs may be higher than normal due to traffic management requirements for installs on a high speed road.”

The new Engineer is in role by the start of November so we can make some headway on the backlog.”

## 15. DOG FOULING AND LITTER

Update:-

The following requests have been sent to CW&C:-

- Cut back verges along the A41 in Milton Green please will you ask your verge cutters to address the cutting of the tall weeds [including ragwort] from the Frog Lane junction to and beyond the bus stop on the east side of the A41
- Request installing litter bins:- at the bus stops in Milton Green and one in the Tickeridge House Layby.  
Request a dog fouling bin and better signage [to encourage responsible dog owners] in Chapel Lane.

**16. CORRESPONDENCE**

The list of correspondence received has been distributed to councillors.

**Date of next meeting:- Thursday 26<sup>th</sup> November 2020**