

# HANDLEY AND DISTRICT PARISH COUNCIL ANNUAL (FIRST) MEETING

**DATE:** Tuesday 24<sup>th</sup> May 2022

**VENUE:** Coddington Parish Room

**TIME:** 7.00 p.m.

## 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.

## AGENDA

| No. | Agenda Item  | Presented By                   |
|-----|--|--------------------------------|
| 1.  | <b>Apologies</b>   | Stg Item                       |
| 2.  | <b>Declarations of Interest</b><br>To receive Disclosable Pecuniary Interests or Other Disclosable Interests from members on matters to be considered at the meeting   | Stg Item                       |
| 3.  | <b>Chairman</b><br>To elect a chairman for the year 2022 – 2023  | Stg Item                       |
| 4.  | <b>Vice Chairman</b><br>To elect a chairman for the year 2022 – 2023   | Stg Item                       |
| 5.  | <b>Chairman's Report</b><br>To receive Chairman's Report   | Stg Item                       |
| 6.  | <b>Casual Vacancy</b><br>To consider co-opting to fill the Casual Vacancy  | Stg Item                       |
| 7.  | <b>Minutes</b><br>To approve the minutes of the Parish Council Meeting held on 31 <sup>st</sup> March 2022   | Stg Item                       |
| 8.  | <b>Matters Arising</b><br>To report on Matters Arising from the Minutes of the Meeting held on 31 <sup>st</sup> March 2022 which are not covered by the Agenda   | Stg Item                       |
| 9.  | <b>Internal Controls</b><br>To confirm adoption of the following (see website for documents):-<br><ul style="list-style-type: none"> <li>- Code of Conduct (new draft circulated)</li> <li>- Standing Orders</li> <li>- Financial Regulations</li> </ul>   | Stg Item                       |
| 10. | <b>Responsible Financial Officer</b><br>To confirm appointment   | Stg Item                       |
| 11. | <b>Highways</b><br>To receive general update / progress of all highways issues including:-<br>11.1 Handley Village proposed reduction in speed limit to 30 mph (Currently 40mph):- to receive update and agree any actions<br>11.2 A41:- to receive report from working party<br>11.3 Aldersey Lane reduction in speed limit:- to receive update and agree any actions | Clerk<br><br>HW<br>HW<br>Clerk |
| 12. | <b>Former CCP Depot</b><br>To receive update   | HW                             |

| 13.                                   | <b>Annual Audit 2021 - 2022</b><br>13.1 To receive the Annual Internal Audit Report<br>13.2 To agree to sign the Certificate of Exemption as neither the gross income nor incurred gross expenditure exceeds £25,000.00<br>13.3 To accept and approve the Annual Governance Statement (see attachment A)<br>13.4 To accept and approve the Annual Return for Audit purposes (see attachment A)  | Stg Item                      |        |                                       |     |      |     |                  |         |                     |         |                            |         |          |
|---------------------------------------|---|-------------------------------|--------|---------------------------------------|-----|------|-----|------------------|---------|---------------------|---------|----------------------------|---------|----------|
| 14.                                   | <b>Finance</b><br>14.1 To approve accounts and bank reconciliation including receipts received<br>14.2 To consider to renew CHALC membership<br>14.3 To consider review of insurance<br>14.4 To approve the following payments:- <table border="1" data-bbox="236 701 1064 931"> <thead> <tr> <th>Payee</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Running Costs (inc Dog Fouling signs)</td> <td>TBC</td> </tr> <tr> <td>HMRC</td> <td>TBC</td> </tr> <tr> <td>Zurich Insurance</td> <td>£242.77</td> </tr> <tr> <td>CHALC (annual subs)</td> <td>£ 82.80</td> </tr> <tr> <td>Jake Gurr (internal audit)</td> <td>£120.00</td> </tr> </tbody> </table> | Payee                         | Amount | Running Costs (inc Dog Fouling signs) | TBC | HMRC | TBC | Zurich Insurance | £242.77 | CHALC (annual subs) | £ 82.80 | Jake Gurr (internal audit) | £120.00 | Stg Item |
| Payee                                 | Amount  |                               |        |                                       |     |      |     |                  |         |                     |         |                            |         |          |
| Running Costs (inc Dog Fouling signs) | TBC   |                               |        |                                       |     |      |     |                  |         |                     |         |                            |         |          |
| HMRC                                  | TBC   |                               |        |                                       |     |      |     |                  |         |                     |         |                            |         |          |
| Zurich Insurance                      | £242.77   |                               |        |                                       |     |      |     |                  |         |                     |         |                            |         |          |
| CHALC (annual subs)                   | £ 82.80   |                               |        |                                       |     |      |     |                  |         |                     |         |                            |         |          |
| Jake Gurr (internal audit)            | £120.00   |                               |        |                                       |     |      |     |                  |         |                     |         |                            |         |          |
| 15.                                   | <b>Village Appearance</b><br>15.1 Post Box in Handley:- to receive update<br>15.2 Dog Fouling signs:- to consider and agree locations<br>15.3 Plant a Tree:- to receive report and agree action<br>15.4 Signage at Tickeridge House Layby:- to receive update   | Clerk<br>Clerk<br>RL<br>Clerk |        |                                       |     |      |     |                  |         |                     |         |                            |         |          |
| 16.                                   | <b>Planning</b><br>16.1 Planning Applications received<br>16.2 Planning Updates:- to receive any updates  | Stg Item<br>Stg Item          |        |                                       |     |      |     |                  |         |                     |         |                            |         |          |
| 17.                                   | <b>Correspondence</b>   | Stg Item                      |        |                                       |     |      |     |                  |         |                     |         |                            |         |          |

**Signed:-** *Ruth Shackleton*  
Mrs Ruth Shackleton Clerk to the Council

**Dated:-** 18/05/2022

**The Annual Parish Meeting will follow immediately after the Business Meeting**

Meetings of a parish meeting are a forum for parish councils to engage with the local electorate. The parish meeting of a parish must assemble annually on some day between 1st March and 1st June, in every year.

A parish meeting consists of the local government electors of a parish and the purpose of the meeting is to discuss parish affairs.

Parishioners are welcome to attend and raise any parish matters.

**The website address for Handley and District Parish Council is as below:**

<https://cheshireparishcouncils.co.uk/welcome/handley-district-parish-council/>

