

HANDLEY AND DISTRICT PARISH COUNCIL
MINUTES OF THE MEETING
HELD AT 7.00 PM ON TUESDAY 24TH MAY 2022
AT THE CODDINGTON PARISH ROOM

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.

PRESENT

Cllrs. Nigel Johnson (Chairman), Rory Lea (Vice Chairman), Karen Mamwell, David Mamwell, Rosemary Thomas
The Clerk. Ward Cllr Mike Jones.
No members of the public attended.

APOLOGIES

1. Cllrs Jon Moseley.
Cllr Hilary Wells has stood down as parish councillor. Councillors formally thanked her for her service to the Parish Council.

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 2022 – 2023**

Resolved:- The Council agreed to elect Cllr Johnson as Chairman for 2022 – 2023.
Proposed by Cllr D Mamwell and seconded by Cllr Lea.

4. **ELECTION OF VICE CHAIRMAN FOR 2022 – 2023**

Resolved:- The Council agreed to elect Cllr Lea as Vice Chairman for 2022 – 2023.
Proposed by Cllr D Mamwell and seconded by Cllr K Mamwell.

5. **CHAIRMAN'S REPORT**

There was no consideration of this item.

6. **CASUAL VACANCY**

CWaC has been informed that Cllr Wells has stood down; the Notice of Vacancy has been posted on the website and on the noticeboards.
Cllrs discussed potential candidates who are to be approached.

7. **MINUTES**

Resolved:- The Council agreed to approve and sign the minutes of the meeting held on 30th March 2022.
Proposed by Cllr D Mamwell and seconded by Cllr Lea.

8. **MATTERS ARISING**

To Report on Matters Arising from the Minutes of the Meeting of 30th March 2022 and not covered by the Agenda.
There were no matters arising.

9. INTERNAL CONTROLS

Resolved:- The Council agreed to confirm the adoption of the following (as circulated):-

- Code of Conduct
- Standing Orders
- Financial Regulations

Proposed by Cllr Lea and seconded by Cllr Johnson.

10. RESPONSIBLE FINANCIAL OFFICER

Resolved:- The Council confirmed the appointment of Ruth Shackleton as Responsible Financial Officer.

Proposed by Cllr K Mamwell and seconded by Cllr Lea.

11. HIGHWAYS

To receive general update / progress of all highways issues including:-

11.1 Handley Village proposed reduction in speed limit to 30 mph (Currently 40mph):-

CWaC has advised :-

- Letters to be sent to the residents by summer
- 21 days consultation and questionnaire
- need 50% to support reduction to 30 mph
- The process takes approx. 1 year to action

11.2 A41: to receive report from working party:-

Nothing to report.

11.3 Aldersey Lane reduction in speed limit:-

CWaC has advised they are waiting for the results of the survey.

12. FORMER CCP DEPOT

There is no further update from CWaC regarding the planning application.

13. ANNUAL AUDIT

13.1 To receive the Annual Internal Audit Report:-

The Council received the Internal Auditors report which stated that the Internal Auditor, Jake Gurr, was satisfied and there were no matters arising for concern.

13.2 To agree to sign the Certificate of Exemption as neither the gross income nor incurred gross expenditure exceeds £25,000.00:-

Resolved:- That the Council agreed to sign the AGAR Part 2 Certificate of Exemption as neither the gross income nor incurred gross expenditure exceeds £25,000.00. The Council are to certify themselves as exempt from a limited assurance review and are to submit a Certificate of Exemption to the External Auditor.

Proposed by Cllr Lea and seconded by Cllr D Mamwell.

13.3 To accept and approve the Annual Governance Statement:-

Resolved:- That the Council agreed to approve the Annual Governance Statement for the year ended 31st March 2022.

Proposed by Cllr Lea and seconded by Cllr D Mamwell.

13.4 To accept and approve the Annual Return for Audit purposes:-

Resolved:- That the Council agreed to approve the Annual Return Statement for the year ended 31st March 2022.

Proposed by Cllr Lea and seconded by Cllr D Mamwell.

14. FINANCE

14.1 To approve accounts and bank reconciliation:-

Receipts:-

Precept:- £3,752.00

VAT Refund:- £143.22 submitted

Reconciled balance at current bank account at 1st April 2022:- £13,005.35.

Reconciled balance at business reserve bank account at 1st April 2022:- £5,504.33.

14.2 To consider to renew CHALC membership:-

Resolved:- That the Council agreed to renew CHALC membership.

Proposed by Cllr Johnson and seconded by Cllr D Mamwell.

14.3 To consider review of insurance:-

Resolved:- That the Council agreed to purchase the insurance policy from Zurich Insurance.

Proposed by Cllr Johnson and seconded by Cllr D Mamwell.

14.4 To accept and approve the following payments:-

Chq No	Payee	Statutory Power	Amount
585	Running Costs	s.111	£ 74.37
586	HMRC PAYE (Apr - Jun 2022		£ 82.60
587	Jake Gurr (Internal Audit)	s.111	£ 120.00
588	Zurich Insurance	s.111	£ 242.77
589	CHALC (annual subs)	s.111	£ 82.80
590	Coddington Parish Room	s.111	£ 15.00

Resolved:- The Council agreed to approve the above payments.

Proposed by Cllr Johnson and seconded by Cllr D Mamwell.

14.5 Bank Signatory:-

Resolved:- The Council agreed to add the Clerk as a bank signatory.

Proposed by Cllr Johnson and seconded by Cllr D Mamwell.

15. VILLAGE APPEARANCE

15.1 Post Box in Handley:-

The Clerk has tried to contact Royal Mail a couple of times for a response but no response has been received to date.

15.2 Dog Fouling signs:-

The Clerk has placed and received an order for 10 dog fouling signs which are to be distributed throughout the parish at appropriate sites.

15.3 Plant a Tree:-

A resident has contacted the Council about planting trees near the layby in Handley.

The Clerk has contacted CWaC to make enquires and the response has been forwarded to the resident.

15.4 Signage at Tickeridge House Layby:-

The Clerk has followed this up and is still waiting for a response from CWaC.

The Milton Green village sign has been replaced in the wrong position. Cllr D Mamwell is to send a photo to the Clerk for it be reported to CWaC.

16. PLANNING

16.1 Planning Applications Received:-

No applications have been received.

16.2 Planning Updates:-
There are no updates.

17. CORRESPONDENCE

17.1 Correspondence:- The list of correspondence received has been distributed to councillors.

17.2 Signage:- The Milton Green village sign has been replaced in the wrong position. Cllr D Mamwell is to send a photo to the Clerk for it be reported to CWaC.

17.3 The Depot:- A neighbour to the site has written to the Council to request contact details to report the state of the site to.

Date of next meeting:- TBC

The Annual Parish Meeting followed the meeting
In the absence of any parishioners the meeting closed.