

**MINUTES OF THE MEETING OF BARTHOMLEY PARISH COUNCIL  
HELD REMOTELY ON 14<sup>th</sup> JULY 2020**

**PRESENT:** Cllr T Clark Chairman (in the chair)  
Cllr T Wilde Vice-Chairman  
Cllr C Horrocks Cllr J Bailey  
Cllr R Nield

**APOLOGIES:** Cllr S Gresty

**ALSO PRESENT** Dr. M Bailey (Clerk/RFO)  
Cllr S Edgar (Cheshire East Council)  
Cllr M Addison (Cheshire East)  
Ms. L Airton (Duchy of Lancaster)

**62 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs S Gresty and J Peacock.

**63 DECLARATIONS OF INTEREST**

Members were invited to declare any disclosable pecuniary interest or non-pecuniary interest which they had in any item of business on the agenda, the nature of that interest, and in respect of disclosable interests, to leave the meeting prior to the discussion of that item.

**64 MINUTES – 12<sup>th</sup> MAY 2020**

**RESOLVED:** Members resolved that the minutes of the annual meeting of the Parish Council held on 12<sup>th</sup> May 2020 be approved as a correct record and signed by the Chairman.

**65 UPDATE ON MINUTES – REPORT OF CLERK**

- Church Bank House – no updates
- Hungerford Place – Cllr Edgar reported that he had followed this up and will chase this up
- 30 mph sign – no updates
- Weed killer – it was reported that Ansa were updating their policies on the use of weed killer – no updates
- Mill Lane – ongoing issues with potholes – have been reported, but not judged by CEC to be ‘severe’ enough. Some potholes have been filled in.
- CEC Portal Service – is up and running. SE advised that he could take anyone through the system to show how it works
- Engelsea Brook sign has been reported – SE to do Members’ inquiry
- Mill Lane crossing – no updates
- Village Day Committee – it was reported that the event is unlikely to take place this year
- Questionnaire – now completed and will be included in the next edition of Parish News
- Police report – has been circulated, but only issues with speeding
- Footpaths – no updates from SE (re: Len Griffin inquiry)
- Fly-tipping – some reports of fly-tipping (issues with CEC tips not helping the situation)

## 66 PUBLIC QUESTION TIME

There were no members of the public present.

## 67 FINANCIAL MATTERS

### 67.1 Authorisation of Payments

£237.12	Dr MJ Bailey – salary payment for Clerk (July/August 2020)
£59.28	HMRC for months 4 and 5 of the tax year (2020-21) (Clerk's salary)
£63.36	Cheshire Association of Local Councils (Membership Fee 2020/21)

**RESOLVED:** The above payments were **APPROVED** by the Council

### 67.2 End of Year Accounts (1<sup>st</sup> April 2019-31<sup>st</sup> March 2020)

The following documents, comprising the draft accounts for the financial year 2019-20 were presented to the Council for note: -

- Ledger 2019-20 (1<sup>st</sup> April 2019-31<sup>st</sup> March 2020)
- Receipts and Payments (full year 2019-20)

### 67.3 Internal Audit Report 2019/20

The Parish Council's Internal Auditor (Mr Len Griffin) has now completed his audit and found no issues relating to the Parish Council's work.

**RESOLVED:** The Internal Audit report was noted and approved by the Council.

### 67.4 External Audit 2019/20

The Clerk updated the meeting on the arrangements for the 2019/20 external audit. The audit itself is being undertaken by PFK Littlejohn. Due to the ongoing issues caused by the COVID-19 pandemic, the arrangements for the external audit have been changed.

It was proposed that the period for exercise of public rights will be between 20<sup>th</sup> July and 28<sup>th</sup> August 2020.

The Council noted these developments and **APPROVED** the arrangements.

### 67.5 Annual Governance Statement

The Parish Clerk presented the 2019/20 Annual Governance Statement to the Parish Council for completion and approval.

**RESOLVED:** The Parish Council completed and approved all eight sections of the AGS and answered 'yes' to all sections (section 9 is not applicable) with the exception of section 4 ('We [the Council] provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations') to which the answer was 'no'. This was due to the Clerk posting the accounts on the website on the same date as the 2018/19 period of electors' rights began (18<sup>th</sup> June 2019) rather than before this date, as required by the Regulations.

### 67.6 Accounting Statements 2019/20

The Parish Clerk presented the 2019/20 Accounting Statements to the Parish Council for approval.

**RESOLVED:** The Parish Council approved the Accounting Statements for the 2019/20 financial year.

### **67.7 Certificate of Exemption 2019/20**

The 2019/20 External Audit process allows parish councils whose income/expenditure does not exceed £25,000 to certify themselves as exempt from an external 'limited assurance' review/audit. Barthomley Parish Council qualifies for such a certification.

**RESOLVED:** The Parish Council agreed to complete the Certificate of Exemption and therefore certified the Parish Council as exempt from a 'limited assurance' external review/audit for the 2019/20 financial year. The documents will be signed by the Clerk/Chairman and submitted.

### **67.8 Ledger/Bank Reconciliation Statement (1<sup>st</sup> April 2020-31<sup>st</sup> May 2020)**

The ledger/bank reconciliation statement for the period 1<sup>st</sup> April 2020-31<sup>st</sup> May 2020 was presented to Members, who noted the document.

## **68 BOROUGH COUNCILLOR'S REPORT**

Cllr Steve Edgar attended the meeting – a number of points were covered under minute number 65 (above). Other issues raised included: -

- Rubbish in grass verges – asked Ansa to deal with this
- Town House Farm planning application ongoing
- A500 widening – consultation now closed but process is ongoing. SE has shared data on traffic movements and impact on Barthomley of the closure of bridges on Radway Green Road and Barthomley Road. Conclusion is that the village will see a 300% increase in traffic if a diversion is put in place. The original plan was to build the bridges in tandem with no closures. The plans will go to the CEC Strategic Planning Committee. Members commented that the closures will negatively affect the businesses in the parish as well as further damaging local roads. It was reported that there will be public speaking slots at the meeting for the local CEC Members; the parish council and residents. It was agreed that a pre-meeting will be held to decide on the best approach at the Strategic Planning Committee meeting.

## **69 HIGHWAY MATTERS**

The following issues were reported: -

- Two 30 mph signs missing – Rushy Lane next to the woodland by Hungerford Place
- Speeding – the white markings on the road need to be re-done (Cllr Horrocks to email SE on this matter)

## **70 PLANNING MATTERS**

There were no planning applications for the Parish Council to consider – some issues with applications being processed at the present time.

## **71 COMMUNICATIONS/SHARED INFORMATION/REPORTS OF MEMBERS**

### **71.1 COVID-19 Update**

Cllr Clark reported that the Village Hall had received a lot of advice on re-opening. Cllr Edgar reported that village halls would probably not re-open until September.

- Defibrillator – agreed to speak to the Village Hall and Church about locating the defibrillator
- New Priest has been appointed for the area – agreed to write a letter of welcome to him and possibly invite him to a future Council meeting

- Police Report – one assault and 15 counts of speeding in the area
- Cllr Nield – issue at the top of Mill Lane as drivers are parking there at night and causing some disturbance. Agreed to contact the Police.

**72 DATE OF NEXT MEETING**

The next meeting of the Parish Council will be Tuesday 8<sup>th</sup> September 2020 at 7.30pm.

.....Chairman

The meeting commenced at 7.30 pm and concluded at 8.49pm