

**MINUTES OF THE ANNUAL MEETING OF BARTHOMLEY PARISH COUNCIL  
HELD AT BARTHOMLEY VILLAGE HALL ON 10<sup>TH</sup> MAY 2022**

<b>PRESENT:</b>	Cllr C Horrocks Cllr J Peacock Cllr M Connolly Cllr R Nield	Vice-Chair (in the Chair) Cllr K Parkes Cllr A Houldey
<b>APOLOGIES:</b>	Cllr T Wilde Cllr M Addison (Cheshire East)	Chair
<b>ALSO PRESENT</b>	Cllr S Edgar (Cheshire East) Members of the public	Dr. M Bailey (Clerk/RFO)

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**PART ONE – ANNUAL COUNCIL BUSINESS**

**209 ELECTION OF CHAIR**

Cllr C Horrocks took the Chair and asked for nominations for Chair of the Parish Council.

Members nominated and **ELECTED** Cllr T Wilde as the Chair of the Parish Council for the 2022-23 council year.

**210 ELECTION OF VICE-CHAIR**

The Vice-Chair asked for nominations for Vice-Chair of the Parish Council.

Members nominated and **ELECTED** Cllr C Horrocks as Vice-Chair of the Parish Council.

**211 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr T Wilde and Cheshire East Cllr M Addison.

**212 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. There were no declarations of interest made by Members at the meeting.

**213 MINUTES – 8<sup>TH</sup> MARCH 2022 (PARISH COUNCIL MEETING)**

**RESOLVED:** Item under 'Highway Matters' on Love Lane/Green Lane – it was mentioned that the minutes should include the fact that the drains are leaking, and not just blocked. Other than this point, minutes were accepted. Members resolved that the minutes of the Parish Council meeting held on 8<sup>th</sup> March 2022 be approved as a correct record and signed by the Chairman.

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

The Clerk updated the meeting on the following matters from the minutes of the last meeting.

- Defibrillator – it was proposed that the AED should be installed on the Village Hall and the Council will approach the VH Committee. The location will be proposed on the left hand side of the door and a further proposal was **AGREED** that a sign to the AED would be installed at the end of the lane.
- 30 mph sign – no updates – reported again to Cheshire East Council – Cllr Edgar to update. It was reported that someone had cleaned the sign itself.
- Weed killer – no updates – reported to Ansa and reported to CEC – Cllr Edgar to update. It was reported that weed killer was not used by ANSA in the village, except around assets. It was reported that weed killer had been used on various spots around the village and Cllr Edgar said that he would put a report in to not use weed killer.

- Police – Cllr Edgar reported that other parishes decided not to have the noticeboards and so this will not be progressed. The Police have said that they wish to use the existing noticeboard and this was **AGREED**. It was further noted that the noticeboard would have to be cleaned up for the police to use. Cllr Horrocks said that she would provide the Police with a key.
- Fence at Hungerford Place – it was reported that Cllr Nield had got a quote for this work, but the cost was relatively high. Cllr Edgar said that he would look at this with a view to using his Member funds.
- SID – next to Hungerford Place – it was reported that CEC had no record of the SID and the same is true of the Parish Council. The Police may be able to download data from the SID. Cllr Edgar will provide more information on SIDs in other areas.
- Grids – majority were blocked from the Village Hall to the 30-mph sign going towards Engelsea Brook. Cllr Edgar will raise with CEH and will establish the cost of clearing (which Cllr Edgar may be able to fund).
- Weight Limits – this matter has been raised with the Police – it was mentioned that the Radway Green development will mean an increase in traffic so new signage will be installed to seek to enforce weight limits and ask drivers not to follow sat navs.
- Old Hall Farm – area has been cleaned up and is better than previously.
- Swallows Croft – this has been reported to Cheshire East Council – no updates – this is a subsidence issue
- Projects – Cllr Edgar asked for a ‘wish list’ from parish councillors – Clerk to co-ordinate.
- Valley Farm – it was reported that some potholes had been repaired
- Smithy Lane West Bridge – no response on the location of the coping stones. Cllr Edgar said that he would request a response from CEH. Some of the signs had been collected, save for one. Cllr Edgar to deal with the remaining one.
- Smithy Lane West – water still running down – no updates – Cllr Peacock to contact United Utilities.
- Gritting – it was reported that there was still some grit in the grit box – no updates
- Litter Pick – letter drafted to local businesses to ask them to contribute to the cost of the litter picks – letter will be sent to the Duchy as well.
- Jubilee – two organising meetings have taken place. It has been agreed that there will be a service in church, followed by a picnic, refreshments served in the VH and music will be played in the field. Anyone will be invited to attend, but there will not be any social media advertising. Another meeting will be held before the day itself. The Duchy has donated £150 towards the cost of mugs for children in the parish. Cllr Peacock is to order the mugs. Around 30 mugs will be purchased, and Cllr Peacock will be reimbursed by the Council/Duchy.
- Green Lane/Love Lane – Cllr Peacock will report alongside Smithy Lane West (see above).
- Bluemire Farm – the issue with the track from the pub was deferred to the next meeting.
- Mirror – to be located at the end of Church Lane – will be purchased by the Parish

Council.

**215 PUBLIC QUESTION TIME**

Two members of the public attended the meeting – said that they had cleaned the signs in the village. Still issues with drivers on Rushy Lane.

**216 APPOINTMENTS TO OUTSIDE BODIES**

The following appointments were made by the Parish Council.

- Planning Working Group – Cllrs Houdley, Horrocks and Parkes
- ChALC – Cllr Wilde
- Police Cluster Meetings – Cllr Wilde
- Crewe Local Highways Group – as and when required

**217 STANDING ORDERS**

Members **APPROVED** the Parish Council's Standing Orders for 2022-23.

*Cllr Edgar left the meeting.*

**218 FINANCIAL MATTERS**

**218.1 Ledger/Bank Reconciliation Statement (1.4.21-31.03.22)**

Members noted the ledger/bank reconciliation statement for 1.4.21-31.3.22.

**218.2 Budget Monitoring Report and Receipts and Payments Summary (Quarter 4 – 2021/22) (April 2021-March 2022)**

Members noted the budget monitoring report for quarter 4 of the 2021/22 financial year.

**218.3 Assets Register**

Members **APPROVED** the Assets Register for 2021-22. A number of amendments need to be made to the register and these will be presented to the next meeting of the Parish Council.

**218.4 Risk Assessment**

Members **APPROVED** the Risk Assessment for 2021-22.

**218.5 Responsible Financial Officer**

Members **RESOLVED** to appoint the Parish Clerk as RFO for 2022-23.

**218.6 Internal Auditor**

Members **RESOLVED** to appoint Mr. Len Griffin as the Parish Council's Internal Auditor for 2022-23.

**218.7 External Audit 2021-22**

Members **RESOLVED** to approve the following documents as part of the 2021/22 external audit.

- Annual Governance Statement 2021/22
- Accounting Statement 2021/22
- Certificate of Exemption 2021/22

The Parish Council **RESOLVED** to approve the Annual Governance and Accountability Return for 2021/22.

**218.8 National Salary Award 2021/22**

Members **RESOLVED** to approve the changes to employees' pay following the National Salary Award 2021/22. The increase in pay has been calculated as 1.75%, backdated to April 2021.

**218.9 Authorisation of Payments**

The following payments were presented to Members for approval.

£298.92            Dr MJ Bailey – Clerk salary (May/June 2022, backdated to April 2021)

£74.79	HMRC for months 2 and 3 of the tax year (2022-23) (Clerk's salary, backdated to April 2021)
£61.56	ChALC (Membership Fee 2022-23)
£1,080.00	Roy Aspinall (litter pick)
£48.60	Shires Accountants (Payroll M10-M12 2021/22)
£186.73	Zurich Municipal (Insurance 2022/23)

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

**219 CALENDAR OF MEETINGS 2022-23**

Members approved the following dates for Parish Council meetings in 2021-22.

- 12<sup>th</sup> July 2022
- 13<sup>th</sup> September
- 8<sup>th</sup> November
- 10<sup>th</sup> January 2023
- 14<sup>th</sup> March
- 9<sup>th</sup> May (Annual Meeting)

**PART TWO – ORDINARY PARISH COUNCIL BUSINESS**

**220 BOROUGH COUNCILLOR'S REPORT**

Cheshire East Cllrs Steve Edgar and Mary Addison were not present at the meeting.

**221 HIGHWAY MATTERS**

It was **AGREED** that a list of items to be funded by Cllr Edgar be put together and sent to him.

**221.1 A500 Widening**

No updates.

**222 PLANNING MATTERS**

Cllr Houdley reported back on a training session attended on planning/development control.

**223 COMMUNICATIONS/SHARED INFORMATION/REPORTS OF MEMBERS**

Several items were raised under this agenda heading: -

- Parish News – to report any updates – will include location of AED and also request for volunteer litter pickers. Also agreed to donate £100 to the Parish News.
- Police Report – no issues
- Homes for Ukraine – Cllr Connolly attended a session on this, but no guidance from CEC

**224 DATE OF NEXT MEETING**

The next meeting of the Parish Council will be Tuesday 12<sup>th</sup> July 2022 at 7.30pm (Village Hall).

.....Chairman

The meeting commenced at 7.30 pm and concluded at 9.05pm