

HANDLEY & DISTRICT PARISH COUNCIL BUSINESS MEETING

DATE: Tuesday 16th May 2023

VENUE: The Boys Room, Barbour Institute, Tattenhall

(The Boys Room is located up the stairs and the first room on the right)

TIME: 7.00 p.m.

AGENDA

No.	Agenda Item	Presented By
1.	Apologies	Stg Item
2.	Declarations of Interest To receive Disclosable Pecuniary Interests or Other Disclosable Interests from members on matters to be considered at the meeting	Stg Item
3.	Open Forum Members of the public to have the opportunity to comment and raise questions on matters affecting the parish. Residents are encouraged to attend & members of the press are welcome. The press and public may not speak when the Council is in session unless invited to do so by the Chair.	Stg Item
4.	Chairman To elect a chairman for the year 2023 – 2024	Stg Item
5.	Vice Chairman To elect a chairman for the year 2023 – 2024	Stg Item
6.	Chairman's Report To receive Chairman's Report	Stg Item
7.	Casual Vacancies / May Elections 7.1 Casual Vacancies:- To receive report regarding co-option to fill the two Casual Vacancies 7.2 May Elections:- To receive report	Stg Item
8.	Minutes To approve the minutes of the Meeting held on 21 st March 2023	Stg Item
9.	Internal Controls To confirm adoption of the following (see website for documents):- <ul style="list-style-type: none">- Code of Conduct- Standing Orders- Financial Regulations- Risk Assessment- Registration of Interests reminder	Stg Item
10.	Responsible Financial Officer To confirm appointment	Stg Item
11.	Police To receive report	PCSO
12.	Matters Arising To report on Matters Arising from the Minutes of the Meeting held on 21 st March 2023 which are not covered by the Agenda	Stg Item
13.	Highways To receive general update / progress of all highways issues including:- 13.1 Handley Village proposed reduction in speed limit to 30 mph (Currently 40mph):- to receive update regarding speed assessment and proposed speed limit and agree any actions	Clerk

	13.2 Road Sign:- to receive update regarding the request to move road sign at Golborne Bridge 13.2 'Slow' Road Markings on Platts Lane:- to receive update															
14.	Former CCP Depot To receive update	Clerk														
15.	Annual Audit 2022 – 2023 15.1 To agree to sign the Certificate of Exemption as neither the gross income nor incurred gross expenditure exceeds £25,000.00 15.2 To agree and approve the Annual Governance Statement 15.3 To accept and approve the Statement of Accounts 2022 – 23 and Annual Return for Audit purposes:- 15.4 Internal Audit:- to receive report and agree any actions (if so required)	Stg Item														
16.	Finance 16.1 Accounts:- to approve accounts and bank reconciliation including receipts received 16.2 CHALC:- to consider to renew CHALC membership 16.3 Insurance:- to consider renewal of insurance 16.4 To approve the following payments:- <table><tr><td>Payee</td><td>Amount</td></tr><tr><td>Running Costs</td><td>TBC</td></tr><tr><td>HMRC</td><td>TBC</td></tr><tr><td>Barbour Institute</td><td>TBC</td></tr><tr><td>CHALC</td><td>£ 85.10</td></tr><tr><td>Jake Gurr (Internal Audit)</td><td>£ 125.00</td></tr><tr><td>Zurich Insurance</td><td>£ 263.89</td></tr></table>	Payee	Amount	Running Costs	TBC	HMRC	TBC	Barbour Institute	TBC	CHALC	£ 85.10	Jake Gurr (Internal Audit)	£ 125.00	Zurich Insurance	£ 263.89	Stg Item
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Running Costs	TBC															
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Barbour Institute	TBC															
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Jake Gurr (Internal Audit)	£ 125.00															
Zurich Insurance	£ 263.89															
17.	Village Appearance To receive report and agree action	Clerk / JM														
18.	Village Sign To receive report and agree action as to whether to pay to install signage for the village of Golborne David	Clerk														
19.	Charity Commission To receive update regarding the Annual Return for the Handley Village Hall Fund	Clerk														
20.	Planning 20.1 <u>Planning Applications received:-</u> 23/01196/S19 - Conversion of two agricultural buildings to form one office unit and three dwellings and the demolition of four agricultural buildings - Variation of condition 2 (approved plans) to revise extension plans to the barn previously amended by 18/01309/LBC at Milton Green Farm Whitchurch Road Milton Green Chester 23/00915/S73 - Conversion of two agricultural buildings to form one office unit and three dwellings and the demolition of four agricultural buildings - Variation of condition 2 (approved plans) to revise extension plans to the barn previously amended by 18/01046/S73 at Milton Green Farm Whitchurch Road Milton Green Chester 23/01010/FUL - Improvements to an existing access point at Fields Farm at Fields Farm Whitchurch Road Broxton Chester CH3 9JR 20.2 Planning Updates:- to receive any updates	Stg Item														
21.	Correspondence To note correspondence received	Stg Item														

Signed:- *Ruth Shackleton*

Dated:- 10/05/23

Mrs Ruth Shackleton Clerk to the Council

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/>

Meeting Dates:

Tuesday 18th July 2023

Tuesday 19th September 2023

Tuesday 21st November 2023