

MERE PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING HELD ON

MONDAY 10th JULY, 2023, at 7.45PM

VENUE: THE MERE GOLF RESORT AND SPA

1 PRESENT

Cllr C Hough, Cllr Ineson, Cllr R Nassab, Cllr A Newnes, Cllr A Richards and Cllr J Wright (In The Chair)

Mr N Hennerley (Left the meeting at 8:50pm)

Two members of the public (Left the meeting at 8:50pm)

2 APOLOGIES

None

3 MINUTES

- i. The minutes of the Mere Parish Council Annual General Meeting held on the 15th May were **proposed by Cllr Newnes and seconded by Cllr Wright to be a true record. All Agreed.***
- ii. The minutes of the Mere Parish Council meeting held on the 15th May were **proposed by Cllr Wright and seconded by Cllr Nassab to be a true record. All Agreed.***

4 DECLARATION OF INTEREST

*Cllr Wright declared a **Disclosable Pecuniary Interest** regarding **Dobb Lane**.*

*Cllr Wright declared a **Personal Interest** for **Hoo Green Lane**.*

*Cllr Wright declared a **Disclosable Pecuniary interest** regarding **HS2**.*

*Cllr Richards declared a **Personal Interest** regarding **HS2 and Winterbottom Lane**.*

*Cllr Hough declared a **Personal Interest** regarding **HS2 and Hoo Green Lane***

*Cllr Ineson declared a **Personal Interest** regarding **HS2 and Winterbottom Lane***

5 MATTERS ARISING FROM PREVIOUS MINUTES

It was agreed all matters arising from previous minutes are covered under this meetings agenda headings.

6 CASUAL VACANCIES

After the election in May we still have two vacancies on the council. The Clerk is currently trying to establish with Cheshire East Council if we can co-opt people on to the council or the fact that it is now 35 days since the election do we have to notify Cheshire East Council and advertise casual vacancies.

7 POLICE REPORT

All the councillors have received a report from PC Milman listing any criminal activity within the parish during the last month.

Cllr Richards requested that this information be received in a tabular format. The Clerk will forward this request to PC Milman.

The Clerk wrote to the Police and Crime Commissioner, John Dwyer asking if we can have a more detailed list of criminal activities (as requested by Cllr Richards at the May meeting) when we request a report from our local police.

A response has been received from the Crime Commissioners PA stating it is an operational policing issue and has been passed to the constabulary. The PA goes on to state that she understands we have been in contact with PC Milman who is aware of our meeting for which he is writing a report as he is not able to attend our meeting.

The Clerk commented that it is quite clear there has been a misunderstanding, and that she has written again stating it is not the police attendance at our meetings but the detailed of the police reports which we are currently enquiring about.

8 **MANCHESTER AIRPORT**

Response received from Manchester Airport stating they acknowledge we are informing them that Cllr Newnes is now our airport representative and they will invite him to the MACC Annual Meeting on the 14th July. However, due to a prior commitment Cllr Newnes is unable to attend this meeting.

Unfortunately there is no place for Mere on the Airport Users Advisory Group but it is acknowledged that Cllr Newnes will continue as a Member of The Technical Advisory Group.

Cllr Newnes gave a report from the TAG meeting he attended at the airport on the 9th June.

9 **HS2**

The Chairman welcomed Mr Hennerley to the meeting and thanked him for stepping in at the last minute to present Mere Parish Council's petition to parliament.

Mr Hennerley mentioned about how HS2 is affecting people mentally.

***The Chairman closed the meeting** at 8:40pm to allow a member of the public to speak. The meeting was **re-opened** at 8:50pm*

*Cllr Wright **proposed** the council write to Esther McVey MP stating our concern for people's mental health since 2015. **Seconded** by Cllr Newnes. **All agreed.** **ACTION:** KJ Whitlow (Clerk).*

At 8:55pm Mr Hennerley and the two members of the public left the meeting

10 **B5569**

Nothing to report

11 **SPEEDING IN MERE**

An e-mail has been sent to Simon Skates at Cheshire East Council stating that on the 9th August 2019, Matthew Rodway replied to Mere Parish Council informing us that the flashing speed signs (promised by Simon Skates) cannot be positioned on the B5569 between Mere lights and the Swan until the speed limit has been finalised. The Clerk asks, as we have now received confirmation from Cheshire Constabulary that the speed limit is 30mph, when will the flashing speed signs appear?

*No response has been received. Cllr Wright **proposed** the council write to Esther McVey MP stating we are not happy with the lack of response from Cheshire East Council. A list of all items promised by Cheshire East Council to be included in the letter. **Seconded** by Cllr Newnes. **ACTION:** KJ Whitlow (Clerk).*

The Clerk has tried to contact Cheshire East Council to request a reduced speed and speed signs to be put in place along Hoo Green Lane. However, the Cheshire East Council website does not give the option to make such a request. The Clerk has e-mailed Cllr K Parkinson asking who to address our request to. Waiting a reply.

*The Clerk will write to the Head of Cheshire East Council stating our difficulty in trying to place such a request and ask for advice upon who best to contact within the council. **ACTION:** KJ Whitlow (Clerk).*

12 **WINTERBOTOM LANE AND HOO GREEN LANE**

Nothing to report. This item will be removed from future agendas

13 **DOBB LANE**

Application for the lane to be made a restricted by-way.

*Cllr Hough **proposed** this item be carried over to the next meeting. **Seconded by** Cllr Newnes. **All agreed.***

14 **FIREWORKS EVENT – 4TH NOVEMBER**

The Clerk wrote to Tabley Parish Council asking how they are prepared to financially support this event. Reply received from Tabley Parish Council Clerk as follows: “To provide an update, Tabley PC meeting will be held on Monday 10th July and I have added the Firework donation to the agenda. It will be requested that the councillors are to propose a definite figure of which I will then feedback to you next week.”

15 **TATTON PARK**

Cllr Ineson confirmed that Tatton Park has now created an e-mail group containing local councils who are concerned about HS2.

*Cllr Ineson **proposed** that Esther McVey MP be invited to attend our next parish council meeting to discuss HS2. **Seconded by** Cllr Wright. **All agreed.** **ACTION:** KJ Whitlow (Clerk)*

16 **KINGS CORONATION**

The Clerk stated we now have permission from Mere Estate to position a bench in commemoration of King Charles coronation, within the area around the AA Box at Mere Traffic light.

*The council have yet to decide if they wish to purchase a bench and dedicate it to the Kings Coronation. **ACTION:** The Clerk will find out the cost of purchasing a bench and report back at the council meeting in September.*

17 **AGENDA LAYOUT**

Cllr Richards will forward an example of a new agenda layout to all the councillors and Clerk. For the next meeting the Clerk will review the suggested new layout and will produce the September meetings agenda having discussed it with ChALC.

18 **SUB COMMITTEES**

A discussion about creating sub committees.

19 **PLANNING APPLICATION DETAILS**

- i. *There has been one **new planning application** and two **Decision notices** received since the last Mere Parish Council meeting. Details are recorded in the Planning Book.*

20 **RESPONSIBLE FINANCIAL OFFICERS REPORT**

- i. *The total in the cheque account at the beginning of this meeting is £9925.56 of which **£170.43** belongs to the **Archive Fund** and **£3911.37** is the **CIL money** (has to be spent within 5 years – starting from 2021).*
- ii. *Paid into the account on the 18th May 2023 the sum of £1001.10 From HMRC. This is VAT claimed back.*
- iii. *The accounts have been returned from the Internal Auditor who have responded by stating they are happy with the accounts subject to the recommendations reported in the action plan. As part of the internal audit work for the next financial year they will follow up all recommendations included in the action plan. This year there are two recommendations which are as follows:*

ISSUE 1

£5493 of CIL monies received has been included in the precept figure in the AGAR accounts. The external auditor would require this income to be included in 'Other Receipts' instead so the council should amend the AGAR accounts to reflect this.

RECOMMENDATION

The AGAR accounts should include CIL monies in 'Other Receipts'.

CLERK'S RESPONSE

The AGAR has been amended as recommended.

ISSUE 2

Insufficient supporting paper work was provided to substantiate the income from the fireworks event for gate entry fees and raffle income.

RECOMMENDATION

When holding events the council should establish income systems to evidence that income has been complete and accurately accounted for. With gate entry this could be a sequence of ticket numbers that reconcile to the income received and banked. For raffles this would be the sequence of raffle tickets reconciled to the raffle income received and banked.

CLERK'S RESPONSE

The income and expenditure sheet for the Fireworks event had been omitted from the paper work submitted to the internal auditor.

As for the suggestion of tickets numbers to reconcile with the ticket money taken on the night at the gate, this would be difficult as we allow people to pay at the gate without tickets.

Issues reported from previous years internal audit have all been marked as **Implemented**.

- iv. Cheque signatures – Cllr Newnes has yet to be added as a third approved signature.

21 ACCOUNTS FOR PAYMENT

- i. The Clerk for hours during April, May and June 2023 £1065.75
Cheque made payable to
"Kathryn J Whitlow"
Cheque No: 100895
- ii. PAYE £0226.20
Cheque made payable to
"HM Revenue and Customs Only 120PD00337552"
Cheque No: 100896
- iii. Shires Accountants £0088.20
For processing payslips for period 6th April to 5th October.
Cheque made payable to
"PQR Ltd"
Cheque No: 100897

- iv. *JDH Business Services Ltd for the internal audit* £0288.00
Cheque made payable to
“JDH Business Services Ltd”
Cheque No: 100898

*Cllr Nassab **proposed** that the above cheques be paid. **Seconded** by Cllr Newnes.
All agreed.*

22 BUDGET

i. *Once the above payments have been made it will leave **£8217.41** in the cheque account.*

ii. *Expected payments to be made at the next meeting in September are as follows:*

<i>A and G Blackburn (grass mowing at</i>	
<i>Tabley Church)</i>	<i>£120.00</i>
<i>Data Protection Fee</i>	<i>£040.00</i>

TOTAL £160.00

iii. *Expected income – 1st September precept of £4500.00*

*This means we will have approximately **£12557.41** in the cheque account.
 Minus the CIL and the Archive money leaves £8475.61 available to spend by
 the beginning of September 2023.*

23 NEW BUSINESS

Nothing to report

24 DATE OF THE NEXT MEETING

***Monday 11th September, 2023** starting at 7:45pm. Venue The Mere Golf Resort and Spa, Mere.*

The meeting dates for the remainder of 2023 have been booked as follows:

Monday 16th October

Monday 4th December

25 ITEMS INTRODUCED BY COUNCILLORS

None

The meeting closed at approximately 9.40pm

Signed: Date: