



# Little Stanney & District Parish Council

www.littlestanney-pc.gov.uk

Minutes of the meeting of the Parish Council held on Tuesday 28 July 2020 by Zoom Video Conferencing

**PRESENT:** Councillors Mike Todd (in the Chair), David Astbury, Linda Carter, Roy Greenwood, Peter Hartshorn, John Jones and Judith Thomas

In attendance: Mrs Pauline English (Parish Clerk), Ward Councillor Graham Heatley

## 20.29 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were received from Councillors Paul Carter, John Glazzard, Clive Lipscombe and Pete Mountford and from Ward Councillor Margaret Parker. There were no declarations of interest.

## 20.30 SECTION 85, LOCAL GOVERNMENT ACT 1972

**RESOLVED:** That, in accordance with Section 85 of the Local Government Act 1972 and the Government's advice relating to Covid-19, the non-attendance at meetings of all Councillors until the end of the Municipal Year be approved.

## 20.31 PUBLIC SPEAKING TIME

No members of the public present.

## 20.32 MINUTES

The minutes of the meeting held on 25 February 2020 were confirmed as a correct record.

## 20.33 FINANCIAL YEAR END

The Parish Council considered the AGAR documents and supporting information relating to the financial year end 2019-20, including the report of the Internal Auditor which confirmed that the Council had complied with all the requirements of good governance in the public sector. The Annual Governance Statement was read item by item and each item was approved separately. There were no issues to raise

**RESOLVED:** That

- (1) the Annual Governance Statement be approved and signed;
- (2) Little Stanney & District Parish Council be registered as an Exempt Authority;
- (3) the Receipts and Payments account for the year ended 31 March 2020 be approved and signed;
- (4) the Accounting Statements for 2019-20 be approved and signed;
- (5) the Internal Audit Report on the 2019-20 audit prepared by John Edwards be received;
- (6) the Year End documents for 2019-20 be published on the Parish Council's website

## 20.34 PLANNING

The following applications have been received and passed to Councillors for comment since the last meeting in February 2020.

Application No.	Application Site	Current Status
20/01140/LDC	Single storey side extension at Stoakbank Cottage, Croughton Road, Stoak, Chester CH2 4HQ	Approved 12 May 2020
20/02145/FUL And 20/02146/LBC	Erection of ground floor extensions, internal and external alterations including change of use to provide offices at first floor, installation of external cold room, bin store and log store, reconfiguration and extension of customer car park, reconfiguration of deliveries and staff parking area, installation of new external escape stair, replacement plant and new landscaping works at The Rake, Rake Hall, Rake Lane, Little Stanney, Chester CH2 4HS  This was an amended application and it was difficult to see where changes had been made. It was agreed that Councillors should look closely at the current and previous applications to determine the changes and pass any comments to the Clerk before 5 August.	Awaiting Decision Public consultation ends 5 August

## 20.35 NEW MODEL MEMBER CODE OF CONDUCT – CONSULTATION

The Local Government Association (LGA) had developed a Model Member Code of Conduct which provided a template for councils to adopt in whole and/or with local amendments. The LGA would undertake an annual review of the Code to ensure it continued to be fit-for-purpose, particularly with respect to advances in technology, social media and any relevant changes in legislation. The LGA could also offer support, training and mediation to councils and councillors on the application of the Code, whilst the National Association of Local Councils (NALC) and the county associations could offer advice and support to local councils. The consultation ended on 17 August 2020. It was agreed that Councillors should read the consultation document and respond as individuals. The Parish Council would consider the final document against their current Code of Conduct and decide whether or not to adopt it.

## 20.36 FINANCE

RESOLVED: That

(1) income and expenditure since the last meeting be noted as follows:

### Expenditure

Date	Method	Description	Amount
27.02.20	BACS	Amenity Cleaner - expenses February	39.60
28.02.20	SO	Parish Clerk - salary February	185.95
28.02.20	SO	Amenity Cleaner - wages February	312.00
23.03.20	BACS	Morral Play Services - Annual Inspection	54.00
26.03.20	BACS	Amenity Cleaner - expenses March	35.55
26.03.20	BACS	Parish Clerk - expenses March	28.46
30.03.20	SO	Amenity Cleaner - wages March	312.00
30.03.20	SO	Parish Clerk - salary March	185.95
30.03.20	BACS	HMRC - Income Tax	539.97
31.03.20	Bank	Service Charge (3 months)	18.00
Included in 2019-20 Accounts			1,711.48
28.04.20	SO	Parish Clerk - salary April	189.70
28.04.20	SO	Amenity Cleaner - wages April	322.40
28.05.20	SO	Parish Clerk - salary May	89.70
28.05.20	SO	Amenity Cleaner - wages May	322.40
28.05.20	BACS	ChALC - Affiliation Fee	147.96
28.05.20	BACS	Zurich Insurance	357.29
03.06.20	BACS	Amenity Cleaner - expenses May	37.80
16.06.20	BACS	Experior Systems (John Edwards) - Internal Audit *	240.00
22.06.20	BACS	Parish Clerk - expenses	147.56
29.06.20	SO	Parish Clerk - salary June	189.70
29.06.20	SO	Amenity Cleaner - wages June	322.40
30.06.20	Bank	Service Charge (3 months)	18.00
03.07.20	BACS	Amenity Cleaner - expenses June	47.45
06.07.20	BACS	Experior Systems (John Edwards) - Internal Audit	90.00
28.07.20	SO	Parish Clerk – salary July	189.70
28.07.20	SO	Amenity Cleaner – wages July	322.40
			3,034.46
<b>Income</b>			
Date	Description		Amount
14.04.20	Precept		11,000.00
21.04.20	HMRC - Repayment of VAT		326.79
28.07.20	Repayment of incorrect payment for Internal Audit		240.00

(2) the balance in the bank of £21,653.20 as at 28 July 2020 be noted.

### **20.37 ITEMS FOR INFORMATION**

- (1) The Chairman had received a letter from a resident asking whether it would be possible for a memorial bench to be sited on the grass verge on Stanney Lane outside Springfield (close to the Village Hall). The bench would be paid for by the resident and would be dedicated to his mother. The Parish Council had no objection, but it was confirmed that permission would be needed from Cheshire West & Chester Council (CWaC) and it was agreed that the Clerk should write to the resident explaining this and pass the letter on to CWaC to take appropriate action.
- (2) It was reported that the Play Area had been re-opened in accordance with Government guidelines. A notice had been displayed on the gate asking users to respect the social distancing rules and to put all rubbish in the bin.
- (3) The Village Hall remained closed mainly due to the difficulty in maintaining the stringent requirements relating to hygiene.
- (4) The Clerk was asked to report to CWaC problems associated with cars parking along Little Stanney Lane/Picton Lane which blocked gateways, and to remind them of the need to replace the metal barrier from the playing field up to the motorway bridge which was unstable and potentially dangerous. Councillor Heatley asked to be kept informed of outstanding issues.
- (5) Once again problems had been reported with visibility when exiting Little Stanney Lane onto the A5117 due to badly placed road signs. The Clerk would report this to CWaC again.

### **20.38 DATE OF NEXT MEETING**

Tuesday 22 September 2020 – venue and time to be notified nearer the time.