

**NOTES OF A WARMINGHAM PARISH COUNCIL VIRTUAL MEETING HELD ON MONDAY
28th SEPTEMBER 2020 AT 7.30 PM**

PRESENT: Councillors James Richardson (Chairman), Simon Moss, Jo Price and
Oliver Rowe

Gaynor Hawthornthwaite (Clerk)

There were no members of the public in attendance

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Harding.

2. DISCLOSURES OF INTEREST

None declared.

3. APPROVAL OF THE MINUTES OF THE MEETINGS HELD ON 8TH JULY 2020 AND 4TH AUGUST 2020

The minutes were agreed as a correct record and are to be signed by the Chairman.

4. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 8TH JULY 2020

There were no matters arising.

5. WARMINGHAM WEBSITE

Councillor Richardson had followed up WIX.COM as an alternative to the PC's current website. After considering the costs of WIX.COM the PC agreed to retain the current website for the time being and will keep it under review.

6. HIGHWAYS

Councillor Price had received acknowledgements from CEC Highways about the outstanding enquiries, but no further information had been received since the 24th August. Councillor Moss reported that the widening of the bridge on Forge Mill has now been put back to next year. The PC are to continue to follow up the outstanding highway enquiries.

7. Car Accident in the Village

Following the recent road accident in Warmingham, Councillor Rowe had written to Edward Timpson, MP and Councillor Laura Crane (CEC Portfolio Holder responsible for Highways and Waste) about the incident, with suggestions on road traffic measures that could be implemented in Warmingham. Edward Timpson had responded to confirm that he had asked representatives at Cheshire East Council to investigate these proposals and provide a response. Increased Speed-watch sessions are also to take place in the village. It was agreed that the PC should contact Councillor Crane to arrange a site visit in Warmingham between 8.00-9.00 am to discuss the outstanding highway issues and the Ansa waste traffic travelling through the village.

Action – Councillor Richardson to invite Councillor Crane to a site visit.

8. ANSA WASTE TRANSFER CENTRE TRAFFIC

The PC have continued to monitor the waste transfer traffic travelling through the village. A response is awaited from Kevin Melling about the PC's concerns about the number and speed of the ANSA vehicles travelling through the village.

The meeting that was scheduled to discuss this is currently on hold due to Covid-19.

Action – Councillor Richardson to follow up with Kevin Melling.

9. NEIGHBOURHOOD PLAN

Progress is continuing on the Neighbourhood Plan. Following receipt of the Notice of Designation of Warmingham Neighbourhood Area, Councillor Rowe has completed the grant application that is required to complete the Neighbourhood Plan. Work is continuing on preparing a wildlife survey and a residents' questionnaire using Survey Monkey. Once the results from the residents' survey have been received, a village zoom meeting will be arranged.

Councillor Price is to put an article in the Church magazine about the progress of the Plan and Councillor Richardson to include a Chairman's report on the importance of the work of the Parish Council in completing the Plan.

Thanks to Councillor Rowe for his work on progressing the Neighbourhood Plan.

Action – Councillor Richardson to prepare a Chairman's report for the Church magazine.

10. PLANNING

There were no applications for consideration.

11. FINANCE

Approval of Revised Budget

Following further consideration of the internal auditor's 2019/20 report, the PC had discussed the discretionary, fixed items of expenditure, the level of general reserves and any required earmarked reserves at the July 2020 meeting and following that meeting, the Clerk had updated the 2020/21 budget accordingly. The updated 2020/21 budget was received and noted by the PC.

The Clerk reported that she had followed up the costs of a replacement laptop and presented the options to the PC. The PC agreed that the Clerk should purchase a replacement laptop to the value of £500, which will be reimbursed by the Parish Council.

Review the updated Fixed Assets Register

The PC had reviewed and approved the revised format of the assets register as recommended by the internal auditor at the July meeting. The Clerk had updated the Register accordingly and had circulated it outside of the meeting.

Amendment to Clerk's Salary and backdated Payment to April 2020 - 2020/21 Pay Settlement

Following the information that had been received from Chalc about the National Joint Council for Local Government Services (NJC) new pay scales for 2020/21 to be implemented from 1st April 2020, it was noted that the Clerk's salary is now Point 17 on the new scales. It was, therefore, agreed that the monthly standing order for the Clerk's salary should be amended to £142.30 (10 hours x £12.73 per hour + £15.00 Working from Home Allowance) with effect from 1st November 2020 and a backdated payment to be made of £23.80 (Difference in salary from April to October 2020).

Action – A letter to be sent to the bank to request that the Standing Order for the Clerk's salary be updated and Clerk to notify Payroll of the change in salary.

The Clerk reported that the PC account balance as at 28th August 2020 was £9078.80. A financial report and September Budget Monitoring Report had been circulated prior to the meeting.

The following cheque payments were approved for payment:

- Invoice – Upper Bridge Enterprises – 2020/21 Website Fee £159.00
- Backdated payment Clerk's Salary (April-October 2020) – Mrs G Hawthornthwaite - £23.80

Action – Clerk to arrange for the cheques to be signed outside of the meeting.

12. CLERK'S REPORT AND CORRESPONDENCE

The following correspondence had been received and noted since the previous meeting:

- Chalc - Bulletins and Newsletter
- Chalc Virtual annual meeting 19th Nov at 7 pm – Councillor Rowe to attend

13. DATE OF NEXT MEETING

The date of the next zoom meeting is **Wednesday 11th November 2020 at 7.30 pm**

ANY OTHER BUSINESS

No items reported.

The meeting closed at 8.40 pm

Signed Date

THESE MINUTES REMAIN UNRATIFIED UNTIL SIGNED AS CORRECT AT THE NEXT PARISH COUNCIL MEETING