

**MINUTES OF A MEETING OF WARMINGHAM PARISH COUNCIL HELD ON WEDNESDAY
1ST SEPTEMBER 2021 AT 7.30 PM AT WARMINGHAM VILLAGE HALL**

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 Wray.

2. DISCLOSURES OF INTEREST

None declared.

3. APPROVAL OF THE MINUTES OF THE MEETING HELD ON 14TH JULY 2021

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

4. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 14TH JULY 2021

All items to be covered elsewhere in the agenda.

5. PARISH COUNCILLOR VACANCY

Following the last meeting, the Clerk had followed up the possibility of increasing the number of Warmingham parish councillors, with CEC Democratic Services and reported on the response that had been provided, which was as follows:

In its Community Governance Review Draft Recommendations report (as submitted to the Council's Constitution Committee in April), Cheshire East recommends an increase in the number of Warmingham Parish councillors, from 5 to 7. However, the Council is not recommending any changes to the Warmingham's boundary.

If the parish council supports what this Council is proposing to do (increase from 5-7) the PC will need to resolve that they support this Council's proposal and provide a written response to the Council, to confirm this.

The PC received and noted the Community Governance Review draft recommendations and agreed to support the increase in the number of Warmingham Parish Councillors, from 5 to 7.

Action – Clerk to send a written response to CEC to confirm the PC's support of the increase in the number of Warmingham Parish Councillors from 5 to 7 and to check what the process would be to appoint 2 additional parish councillors, if this recommendation is approved.

6. HIGHWAYS

Councillor Richardson provided an update on the outstanding highway's issues:

- Investigatory works have taken place on the blocked drains/gullies on School Lane, opposite School House and on White Hall Lane. A major review of the drains on White Hall Lane is to be undertaken.
- Councillor Richardson had logged the replacement boundary 'Warmingham' sign on Forge Mill Lane and Hoggins Brook via the CEC Highways reporting tool but there has been no action yet.
- Prior to the meeting, Councillor Wray had reported that there has been no response yet from Cheshire East Highways about a change in weight limit on School Lane and Crab Mill Lane.

It was agreed that the PC should ask Councillor Wray to continue to follow up the outstanding issues on behalf of the PC.

Action – Councillor Richardson to follow up with Councillor Wray.

7. ANSA WASTE TRANSFER CENTRE TRAFFIC

The PC have continued to monitor the waste transfer traffic travelling through the village. There has been no response yet from ANSA about arranging a meeting to discuss the PC's concerns about the number and speed of the ANSA vehicles travelling through the village. Councillors Rowe and Moss to attend the meeting with Councillor Richardson once it has been set up.

Action – Councillor Richardson to contact ANSA about arranging a meeting to discuss the issues.

8. NEIGHBOURHOOD PLAN

To be carried forward to the next meeting in November.

9. PLANNING

There were no applications for consideration.

10. FINANCE

Review current Financial Position

Prior to the meeting, the Clerk had circulated a 2021/22 accounting report with details of income and expenditure and a budget monitoring report.

- The 2021/22 budget was reviewed against the current total expenditure which was £2244.58 and the balance remaining of £6925.42. It was noted that there was no unforeseen expenditure that the PC had not budgeted for in the 2021/22 budget.
- The balance on the current account on 1st July 2021 was £8009.14

It was noted that the Clerk had made an online payment to HMRC on 15th July for the tax due on the Clerk's salary for Quarter 1 of £77.80.

Councillor Richardson reported that one of the residents had cut the grass verges on the left-hand side of School Lane which his own petrol mower. The PC thought that it would be appropriate for the PC to donate £100 towards the cost of the petrol that was used in cutting back the verges.

Action – Councillor Richardson to follow up with the resident.

As part of the bi-monthly audit, Councillor Rowe, who is not a bank signatory, reviewed the previous 2-months cheques that had been signed outside of the meeting, due to Covid restrictions, and noted that two of the cheque stubs needed to be initialled by the 2 bank signatories who had signed these 2 cheques. This was rectified at the meeting. Councillor Rowe also reviewed the invoices against the cheques that had been signed.

Review and approve changes/updates to the Risk Assessment and Financial Regulations

Following the actions from the Internal Auditor's 2020/21 report, Councillor Rowe had amended the Risk Assessment to include 'the risks of supplier (procurement) fraud'.

3.1, 3.3 and Contracts 11.1 b-h of the PC's Financial Regulations had been amended as recommended.

The PC noted and approved the updates to the Risk Assessment and Financial Regulations. The revised documents are to be published on the PC website.

Action – Councillor Rowe to publish the revised documents on the website.

11. CLERK'S REPORT AND CORRESPONDENCE

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

CEC

- Consultation - Cheshire East Bus Service Improvement Plan: Town & Parish Councils Engagement – Response by 17th September
- Asset transfer policy consultation – Response by 19th September

- Cheshire East Local Plan - Draft Sustainable urban Drainage Systems Supplementary Planning Document Consultation - The consultation will run from 8am on Monday the 9th August 2021 to 12am on Monday the 20th September 2021. Further information is available on the council's SuDS SPD consultation webpage.

Chalc

- Bulletins and Newsletter
- Training Events
- Annual Meeting - Wednesday 20th October 2021 – Councillor Moss to attend

Other

- Police Meeting for Dane Valley and Brereton Rural Parishes - Notes from Police meeting 26 July
- Cheshire Community Action - Community Ownership Fund
- Draft- Police and Crime Plan 2021-2024

12. DATE OF NEXT MEETING

The date of the next meeting is **Wednesday 3RD November 2021 at 7.30 pm.**

ANY OTHER BUSINESS

Councillor Richardson reported that he now has the key for the red phone box in the village which is to be handed over to Councillor Price so that the artwork that is currently in there can be refreshed.

The meeting closed at 8.52 pm.