

## Little Bollington with Agden Community Council

### MINUTES OF COUNCIL MEETING, WEDNESDAY 7 JUNE 2023 At Little Bollington School

#### **0607/1 Present and Apologies**

Present:

Agden Ward: Anne Blackburn, Rick Taylor, Alex Lenihan (Clerk of former Agden Parish Meeting)

Little Bollington Ward: Thomas Britton, Paul Cassidy, Raluca Khajeh, Robin Palmer (Chair)

Clerk: Mike Reed

Apologies: Will Blackburn

#### **0607/2 Approval of agenda**

The agenda circulated by the Clerk was approved.

#### **0607/3 Minutes of last meeting**

The minutes of the previous meeting on 16 May were amended to remove the line showing an action under grants in item 5. The revised minutes were approved.

#### **0607/4 Matters arising**

All matters arising are covered in the agenda items.

#### **0607/5 Forms for new Councillors**

The forms for Election Expenses, completed by Councillors at the last meeting, had been sent to CEC by the Clerk.

The forms for Declaration of Acceptance of Office will be signed at the induction session with Jackie Weaver on 13 June.

The forms for Register of Interests were completed and signed by Councillors at the meeting.

The Clerk will send these to ChALC, who have agreed to scan them and send to CEC.

ACTION

CLERK

#### **0607/6 2022-23 Annual Accounts and Return**

The Chair and Clerk explained the forms for the Annual Governance Statement and Accounts for 2022-23 for Agden Parish Meeting and Little Bollington Parish Meeting. The AGAR forms for both Parish Meetings were considered and approved as follows.

The Accounting Statements (AGAR page 6) had been signed by the Chair prior to the meeting.

It was noted that the internal audit had had been completed and signed (AGAR page 4).

The Annual Governance Statements (AGAR page 5) were approved.

The Certificate of Exemption forms (AGAR page 3) were approved and signed by the Chair.

The Accounting Statements (AGAR page 6) were approved and signed by the Chair.

The Clerk will arrange for the Certificate of Exemption to be submitted to the external auditor and the relevant papers published on the website and notice boards.

### **0607/7 Financial Report**

The Clerk presented a summary financial report in the form of a draft budget for the year 2023-24. The following points were noted.

The transfer of funds from the previous Parish Meetings is a one-off item in the current year. The Clerk will prepare a revised version showing a typical year without this one-off item.

ACTION CLERK

The precept has not been changed significantly for many years. The Council has the authority to increase the precept. The precept should cover normal expenditure items; grants could be used for additional items.

The budget and finances should be managed to ensure a positive, but not excessive, balance at year end.

The salary for the new Clerk will cause a significant increase in expenditure. It may be wise to appoint a Clerk who is a local resident prepared to do extra work in support of the community. However, there are advantages in appointing a Clerk who brings the experience of working for other Councils.

It was agreed to take advice from Jackie Weaver on the above points at on 13 June.

### **0607/8 Establishing LBACC - progress report**

#### Membership of ChALC

The Clerk had arranged membership of ChALC for 2023-24 and paid the subscription.

#### Recruitment of Clerk

The Clerk had received a number of papers from Jackie Weaver of ChALC, namely: typical advertisement, job description, person specification, contract of employment, guidance on the model contract of employment. JW suggested a salary on scale point 7 ie £11.63 / hour. The meeting considered the option of appointing a Clerk on a self-employed / consultancy basis rather than as an employee. The Clerk advised that he had never seen an example of this in practice. Councillors were advised that they can see examples of advertisements for Clerk positions on the ChALC website.

It was agreed to take advice from Jackie Weaver at the induction session on 13 June.

ACTION ALL

#### Bank account

The Clerk reported that the Little Bollington Parish Meeting bank account is still open and being used for payments such as the ChALC membership. It was agreed to set up a new bank account, rather than changing the name of this existing account. It was agreed to use the Coop bank, subject to a check on alternative accounts such as Starling.

ACTION CLERK

#### Insurance

The Clerk reported that Zurich Insurance, who provide insurance cover for both previous Parish Meetings, have requested information about the new Council and they expect to continue to provide cover under the existing LBPM policy which runs until August. At that point consideration will be given to insurance cover from Zurich and from Abbesytone (Manchester) who also offer this service. It was agreed to proceed on this basis.

ACTION CLERK

#### Email and website account

The meeting considered whether there is a need for an email account and a website. It was noted that LBPM use Ionos at a cost of £18/month, and APM use Hugo Fox which is free - there may be an additional charge of c £20pa for a LBACC URL.

It was agreed to take advice from Jackie Weaver at the induction session on 13 June.

ACTION

ALL

#### **0607/9 Planning Application for Motorway Services**

The proposal for a motorway service area just off the M56 was considered. The Clerk reported that the former LBPM had submitted a comment and objection to Cheshire East Council (copy circulated prior to the meeting).

Members expressed concern about the following: loss of green belt and impact on rural area; impact of additional traffic generated by visitors to the services; risk of aggravated flooding; risk of pollution and light pollution; adverse impact on businesses in Altrincham. Five members plus one absent wished to object to the application. One member saw the advantages, and advised that if the land is ever developed the current proposals are the best that could be expected – the proposals are a quality eco-friendly development by a responsible company who will offer support to the local community. The member also saw the disadvantages and was prepared to go along with the majority view. It was agreed to submit an objection to CEC with a brief statement of the reasons outlined above.

#### **0607/10 Skills and experience in the community to support LBACC**

The Clerk had circulated a list of local residents who had expressed a willingness to provide support to the Council. He also reported that two residents had agreed they would participate on a Council working group on planning and development, if requested. The offers of help were noted with gratitude. The Clerk was asked to express thanks to the residents and obtain their contact details.

ACTION

CLERK

#### **0607/11 Future meetings**

It was agreed that members would prepare questions for the induction session with Jackie Weaver on 13 June. The following were noted: appointment of Clerk; need for a website; anonymity in recording of Council decisions; dealing with residents – communicating, informing, consulting.

It was agreed that meeting papers will be circulated by email and that three paper copies will be brought to the meeting.

It was agreed that Council meetings will be held on the second Tuesday of the month at 6.00pm in Little Bollington School.

#### **0607/12 Other Business**

There was no other business and the meeting ended at 7.45pm.