

Minutes of Anderton with Marbury Parish Council 23 April 2018 in Anderton Memorial Hall at 7pm

1) Attendance

The Chairman welcomed the councillors to the meeting. Councillors Cllrs Bullock, Byram, Green, O Hynes, Walmsley and Wright were present with apologies from Cllr R Hynes and CWAC councillors Gibbon and Wright.

2) Declarations of interest

As all councillors lived in the village they all had personal interests.

3) Public submissions

There were no public submissions.

4) Minutes of 26 March meeting.

Resolution 1 23.04.2018 : Council approved the minutes of the meeting held on 26 March 2018 as being a true record of that meeting.

Proposed Cllr Green

seconded Cllr Walmsley

Voting Unanimous

5) Clerks report

- CWAC Cllr Wright was concerned about the untidy appearance of the electricity substation at the junction of Marbury Road and Uplands Road. The Clerk had reported the issue to SP Energy with the reference number CCT 839382 and had discussed the situation with them several times. Work was due in June.
- The Chairman would contact Jamie Barron of Highways again inviting him to the next parish council meeting to discuss the mechanism of accessing section 106 funds for repairs to the surface in the Hollows and further traffic calming measures. If he was unavailable the Chairman would offer to visit him in his office.
- The Clerk had prepared new draft standing orders for approval at the Annual Parish meeting but since then new 2018 standing orders had been received from NALC so more work was needed.

6) Correspondence

- ChALC e-bulletins
- Police and Police Commissioner newsletters
- Friends of Anderton and Marbury newsletters
- Individual councillors would respond to the HealthWatch survey.

7) Finance

Resolution 2: 23.04.2018 Councillors agreed the following receipts and payments

Proposed Cllr O Hynes Seconded Cllr Green voting unanimous

- Income £5700 precept and Council tax reduction scheme grant
- £172.80 Cheshire Association of Local Councils membership
- £20 Cheshire Community action membership
- £35 Cheshire Association of Local Councils GDPR training
- £72 Cheshire Community Development Trust payroll services
- £559.06 Zurich Municipal insurance 5 year Long term agreement
- £45.42 Cllr Hynes website expenses
- The bank balance as at 31 March was £13,888.01

- *Resolution 3: 23/04/18 _ Council completed the Annual Governance statement section 1 of the annual return for the year ended 31 March 2018 and the Chairman and the Clerk signed the relevant parts of the form
Proposed Cllr Green Seconded Cllr O Hynes Voting Unanimous*
 - *Resolution 4: 23/04/18 _ Council reviewed and approved the assets register produced by the Clerk for 2017/18
Proposed Cllr Bullock seconded Cllr Byram Voting unanimous*
 - *Resolution 5: 23/04/18 _ Council reviewed and approved the risk assessment produced by the Clerk for 2017/18
Proposed Cllr Bullock seconded Cllr O Hynes Voting unanimous*
 - *Resolution 6 : 23/04/18 _ Council approved the statement of receipts and payments for 2017/18 produced by the Clerk as presenting fairly the financial position of the Parish Council for the year ended 31 March 2018
Proposed Cllr Bullock Seconded Cllr Green Voting Unanimous*
 - *Resolution 7: 23/04/18 _ Council approved the bank reconciliation produced by the Clerk for 2017/18
Proposed Cllr Bullock seconded Cllr Byram Voting unanimous*
 - *Resolution 8: 23/04/18 _ Council reviewed and approved the significant variations between the years ended March 31 2017 and 2018
Proposed Cllr O Hynes seconded Cllr Green Voting unanimous*
 - *Resolution 9: 23/04/18 _ Council approved the Accounting statements for 2017/18 and the Chairman and Clerk signed the form
Proposed Cllr Bullock seconded Cllr Walmsley Voting unanimous*
 - *Resolution 10: 23/04/18 _ Councillors decided to appoint Mr Swallow of Chris Swallow Ltd as the internal auditor.
Proposed Cllr Green seconded Cllr Byram Voting unanimous*
 - *Resolution 11 The Clerk was content to hold her salary at 5 hours per week at a rate of £11.78 but had been working additional hours preparing the finance papers. Councillors awarded her an additional 2 hours for this work. Proposed Cllr Bullock seconded Cllr Wright voting unanimous*
- 8) General Data Protection Regulations
- Cllr Bullock had attended ChALC training and reported that GDPR dealt with the information the parish council held, the length of time for which it was retained and security rules. It was designed as 'light touch' regulation. The parish council needed to be seen to act.
 - The parish council held no sensitive information, did not pass data on to third parties, had no personnel records and did minimal data processing.
 - Further ChALC guidance was anticipated, eg in redacting information on planning applications.

- *Resolution 12: 23.04.2018* Councillors decided to adopt the Personal Data Management and Audit Policy which the Clerk had prepared using the ChALC template. This policy would be placed on the parish council website and people contacting the parish council would be directed to this policy.
Proposed Cllr Bullock seconded Cllr Wright voting unanimous

9) Planning

- 58 Marbury Road- approved
- 36 New Road-approved
- Glendale-approved
- Cosgrove Business Park-awaiting decision

9) Matters for next meeting

- Date of village walk-to be confirmed

10) Date of next 28 May 2018. The meeting closed at 7.30pm