

MOTTRAM ST. ANDREW PARISH COUNCIL
ANNUAL MEETING
MINUTES
MEETING HELD 15TH MAY 2017

Present : Cllr W. Pilkington (Chairman), Cllr M. Holland, Cllr A. Philpott, Cllr T. Wennell, Cllr H. Morgan, Cllr R. Huhghes, Mr R. Taylor (Clerk) and Borough Councillor P. Findlow, P.C.S.O. E. Blair and 4 members of the public.

1. William Pilkington was elected Chairman unanimously for a further year and his declaration of office was received by the Clerk.
2. Cllr R. Hughes was elected Vice Chairman unanimously for the coming year.
3. Apologies for absence : Cllr S. Hatton on holiday
4. Declarations of interest None
5. Minutes of the meeting held on 6th March 2017 : **Approved** and signed by the Chairman as a correct record.
6. Matters arising : Site Allocation and Development Policy consultation finalised and submitted within the time limit, Tree guards sourced and fitted.
7. Standing Orders : Proposed Cllr Hughes, seconded Chairman and **Resolved to approve and adopt unanimously.**
8. Financial Regulations : Proposed Cllr Hughes, seconded Chairman and **Resolved to approve and adopt unanimously.**
9. Rural Watch : Chairman reported and the meeting was addressed by PCSO E. Blair, proposed Cllr Holland and seconded Cllr Philpott that signs be erected on the Village Boundary signs and that the notice produced to the meeting be placed in the Mercury Magazine **Resolved unanimously.**
10. Audit YE 2017 : Audit report produced, The Clerk reported conclusion of the internal audit, including four observations made and accepted, proposed Cllr Holland and seconded Cllr Philpott that the Accounting statement and Governance statements be approved. **Resolved** unanimously and the Report signed by the Chairman. Clerk reported on the Council inclusion in a five percent survey of the financial management of Council's in the U.K. and confirmation of the clear 2016 YE audit to be produced as no minute is available of the clear conclusion of the 2016 Audit, the Chairman will write to confirm.
11. Appoint Internal Auditor YE 2018 : Proposed Cllr Holland seconded Chairman that Mike Shaw be appointed **Resolved unanimously.**
12. Planning Committee structure : **Resolved unanimously** that all Planning matters be reserved to the full Council, proposed Chairman seconded Cllr Hughes.

13. Complaints procedure : Procedure perused and proposed Cllr Holland seconded Cllr Philpott with Chairman, Cllr Hughes and Cllr Morgan to be members of the Complaints Committee for 2017/18.and procedure to be adopted, **Resolved unanimously.**
14. Code of Conduct : Perused and **Resolved unanimously** to adopt in current form for 2017/18 proposed Chairman seconded Cllr Holland.
15. General Power of Competence : Clerk reported on election and qualification criteria having been met and Proposed Chairman , seconded Cllr Holland that General Power be adopted, **Resolved unanimously.**
16. Insurance : Cover and risks considered and **Resolved unanimously** to renew consistent with final year of 3 year agreement through Came and Co .Proposed Cllr Holland seconded Cllr Philpott.
17. Freedom of Information Policy perused, agreed amendments to be made by the Clerk and proposed Chairman, seconded Cllr Holland **Resolved unanimously** to adopt.
18. Meeting Dates 2017/18 : Schedule of dates and venues previously circulated **Resolved unanimously** to adopt proposed Chairman seconded Cllr Hughes.
19. Public Participation A referral from the floor relating to item 20 that an application has been made for a Lawful Development Certificate at Old School House, matter to be included on the next meeting agenda.
20. Finance : Clerk explained the need for the Bank mandate to change to include one new Councillor proposed Cllr Holland, seconded Cllr Wennell that Cllr H. Morgan be appointed **Resolved unanimously.** Current Bank A/C reconciled at today £12,488.63. Payments in since last meeting £3,640 precept 1st payment, £850 Allotment Rents, £2 over claimed expenses, Payments made £1,692.44 Clerks Salary, expenses and Tax. Budget up date having been circulated a discussion followed, proposed Cllr Holland seconded Chairman that the Budget be approved **Resolved unanimously.** Clerk reported that the allotments have 6 vacant plots accounting for the reduced rent, after debate proposed Cllr Holland seconded Cllr Hughes that availability be publicised in Mercury, on the notice boards, by letter to Local Parish Clerks and by an advertisement in the Macc Express and Wilmslow Advertiser **Resolved unanimously.**
21. Planning : Oak Manor (17/1898M) application debated proposed Cllr Hughes seconded Cllr Philpott that objections be indicated on the grounds previously circulated by the Chairman **Resolved unanimously.** The response to the Mineral Extraction and Waste Development Plan drafted by the Chairman was discussed and proposed Cllr Hughes and seconded Cllr Philpott that the document be adopted by Council and sent by the Chairman as the Council response **Resolved unanimously.**
22. Neighbourhood Plan : After vigorous debate the proposal to commence preparation of a Plan was rejected, proposed Cllr Wennell seconded Cllr Philpott **Resolved unanimously.**

23. C.A.A. Consultation : Cllr Wennell reported and Council **Resolved unanimously** that the response to the latest consultation be prepared by Cllr Wennell in consultation with the Prestbury Parish Council representative and forwarded prior to the deadline of 30th June. Proposed Cllr Holland seconded Chairman.
24. Emergency Plan : Review adjourned to the next meeting as further action necessary.
25. Highways : Chairman provided an update on progress and his meeting with Cheshire East Highways. Gully work to commence in July and further proposals on Mill Lane cross roads awaited.
26. Council Representation : Agreed that all meetings covered and no necessity to attend the meeting with the Police and Crime Commissioner on 22nd June unless specific issues develop.
27. Village Hall : Matter carried forward to the next meeting in view of the absence of Councillor Hatton.
28. Village Maintenance : Clerk reported on an offer received from Aura Conservation to clean the Mottram Cross without charge. The matter was discussed and proposed Chairman seconded Cllr Holland that a work specification be obtained, the approval of Cheshire East Conservation be obtained and the job be completed **Resolved unanimously**. The Clerk reported on the strimming jobs which require attention on the Recreation ground and the Allotments together with invasive species removal, proposed the work be carried out Cllr Philpott seconded Cllr Hughes **Resolved unanimously**. The Clerk is endeavouring to recruit a new handyman and matter to be included on the next meeting agenda.
29. Casual Vacancies : Cllr Holland indicated that due to personal pressures he could no longer continue to serve as a Councillor and tendered his resignation to take effect forthwith. Cllr Wennell indicated that due to difficulties he would have in attending meetings during the rest of the year he wished to resign from the position of Councillor forthwith. These resignations were reluctantly accepted by Council and proposed Chairman seconded Cllr Philpott that two Casual Vacancies be declared **Resolved unanimously**. The Chairman delivered a vote of thanks to both Councillors for their hard work and exemplary service. The Clerk was instructed to commence procedures necessary to fill the Vacancies.
30. Other Business : None