

**MOTTRAM ST. ANDREW PARISH COUNCIL**

**ANNUAL MEETING**

**MONDAY 13th MAY 2019 CHAPEL 6-30PM**

**COUNCILLORS ARE SUMMONED TO ATTEND AT THE ABOVE TIME AND PLACE TO  
CONDUCT THE BUSINESS SET OUT BELOW.**

**AGENDA**

1. To elect the Chairman and to receive the Chairman's Declaration of Acceptance of office  
1 nomination received Cllr Robert Hughes.
2. To elect the Vice Chairman No nominations received to date.
3. Apologies for absence.
4. To receive any declarations of interest from Councillors  
Members are invited to declare personal and prejudicial interests in items on the agenda, which should include the nature of the interest and whether it is personal or prejudicial. To include applications for dispensation.
5. To approve the Minutes of the Meeting held on 18th March
6. Matters arising
7. General Power of Competence To consider the Parish Council eligibility to adopt the General Power and to Resolve to adopt it.
8. To approve and adopt the Standing Orders. To review and adopt the procedures governing Council practice
9. To approve and adopt the financial regulations. To review and adopt the Council financial procedures
10. Clerk to the Council To receive a report from the Chairman confirming the appointment of the Parish Clerk.
11. Audit YE 2019. To receive a report from the Clerk including Annual Internal Audit report, to approve the 2018/19 Annual Governance Statement and the Accounting Statements. Review and approve Analysis of Variances, Bank Reconciliation and Transparency Code Notice. To ensure the Notice period for the exercise of Public Rights is complied with and all necessary documents are correctly published on the Web Site. To consider Certification of the Parish Council as exempt from Limited Assurance review ( External Audit), to resolve to approve a Certificate of Exemption and to ensure filing and advertisement on the Web Site. To receive a report on submission of the VAT reclaim.
12. Appoint Internal Auditor YE 2020 M. Shaw esq. has indicated a willingness to continue
13. To review the Planning Committee Structure. To review and retain if appropriate Councils practice to reserve Planning matters to full Council.
14. To approve and adopt the Complaints procedure and to appoint members including the Chairman to serve on the Complaints Committee.
15. To review and adopt the Councils Code of Conduct To consider changes made to the Cheshire East Member Code of Conduct and to resolve to adopt.
16. To review and renew the Council's insurance policy To receive a report from the Clerk to include risk assessment and to authorise renewal.
17. To review and approve Council Freedom of information policy.
18. To review and adopt the General Data Protection Policy To include appointment of a Data Controller.
19. To fix the dates, times and locations of ordinary meetings of the Council for the next year and to decide on the time and venue for next year's Annual Parish Meeting.
20. Public Participation Item for questions and comment on agenda issues (5 minutes allocated)
21. Finance To receive a report from the clerk setting out the current position, Considering proposed budget 2019/20. To agree alterations necessary to the Bank Mandate for cheque signatories on the retirement of Cllr Pilkington.
22. Planning To consider current applications including an update from the Clerk on the Application 19/0626M The Triangle.
23. Mercury Magazine To Consider a proposal from Cllr Hatton to reorganise the future management and financing of the Village Magazine.
24. Emergency Plan Review and update.

25. **Police Report** To receive a report.
26. **Highways** To update developments including Mill Lane/ Woodford Lane cross Roads, Road Condition and Pot Holes, Repair and removal of Redundant Signs. To receive a report and to consider the steps to be taken to improve the Junction at Priest Lane and Wilmslow Rd adjacent to the Bulls Head.
27. **Council Representation** To agree Councillor Coverage of meetings throughout the current year.
28. **Web Site** To update the Web site to cover details of the newly elected Council, including pen pictures and complete Register of Members Interests.
29. **United Charities Fund** To receive a report from Cllr Morgan relating to Charity Commissioners proposals for the future of the Trust and appointment of Trustees.
30. **Annual Parish Meeting** To review matters raised by the Community and to agree action to be taken.
31. **Village Hall** To receive a report from Cllr Hatton on current projects.
32. **Village Maintenance and work** To agree work to be carried out including Litter Picking, Allotment clearance and note the repair of the Wilmslow Old Rd sign.
33. **VE Day 8th May 2020** To consider whether plans should be made by Council to commemorate Victory in Europe.
34. **Other Business** To consider other items to be included on the agenda for the next meeting.

Ron Taylor  
Clerk