

ANNUAL MEETING OF WARMINGHAM PARISH COUNCIL

NOTES OF A MEETING HELD ON WEDNESDAY 11TH MAY 2022 AT 7.30 PM AT WARMINGHAM VILLAGE HALL

PRESENT: Councillors James Richardson (Chairman), Jo Price, Simon Moss,
Robert Newton and Oliver Rowe

Gaynor Hawthornthwaite (Clerk)

1. APOLOGIES FOR ABSENCE

No Apologies received.

2. ELECTION OF CHAIR AND VICE-CHAIR

CHAIRMAN

It was proposed and seconded that Councillor James Richardson be nominated as Chairman. This was unanimously agreed. Councillor Richardson accepted the position of Chairman. The Declaration of Acceptance of Office is to be signed and returned to the Clerk.

VICE-CHAIRMAN

It was proposed and seconded that Councillor Rowe be nominated as Vice Chairman. This was unanimously agreed. Councillor Rowe accepted the position of Vice Chairman. The Declaration of Acceptance of Office is to be signed and returned to the Clerk.

3. DISCLOSURE OF INTERESTS

None received.

4. APPROVAL OF MINUTES OF A MEETING HELD ON 9TH MARCH 2022

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

5. MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 9TH MARCH 2022

The litter picking event took place on 13th March, with 18 volunteers assisting. The Bears Paw provided sandwiches, chips, coffee and tea after the event.

Thanks to Councillor Newton for organising the event.

It is proposed to hold another litter picking event sometime in the Autumn.

6. APPOINTMENT OF AUDITOR FOR 2022/23

It was agreed that JDH Business Services Limited should be asked to complete Warmingham PC internal audit for 2022/23.

Action - Clerk to advise JDH Business Services Ltd.

7. ANSA TRAFFIC

The PC are continuing to monitor the waste transfer traffic travelling through the village.

8. HIGHWAYS

The following highways issues that had been reported, remain outstanding:

- 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. There are also a number of other damaged signs and signs that are in a poor state around the village.
- A change in weight limit on School Lane and Crab Mill Lane
- The flooding at the junction of White Hall Lane/Dragons Lane

Action – Clerk to ask Councillor Wray if he could contact CEC Highways on behalf of the PC, to arrange a site visit to look at all the signs in Warmingham

The finger post signs on the corner of Hall Lane/Warmingham Lane and Crab Mill Lane have now been restored and painted. Thanks to Councillor Newton for his work in completing this. The PC agreed to reimburse Councillor Newton for the materials and paint for the Finger Post signs.

9. **Queens Platinum Jubilee - beacon and fireworks and Jubilee Clock**

Preparations are underway for the Village event on Thursday 2nd June.

Councillor Price reported that the 100 commemorative medals for pupils at the school and for children who live in the village but don't attend the village school, have now arrived. The school PTA are to share the cost of the medals with the PC.

Councillor Newton reported that he had followed up the proposal of putting a clock up at the Village Hall as a lasting momentum of the Queens Jubilee, with a plaque underneath, with the Village Hall Committee, who are supportive of the proposal. It was agreed that there should be a plaque underneath a 60 cm station clock engraved with the wording 'Donated by Warmingham Parish Council to commemorate the Queens Platinum Jubilee 2022'. An engraved plaque with the same wording is to be put on the beacon in the church field, if there is space. Councillor Newton is to confirm the ordering of the hog roast once the numbers of tickets that have been sold have been finalised. The price is based on the number of attendees.

The PC had agreed to donate approximately £2000 towards the Jubilee event for:

- The beacon and post
- Engraved plaque for the beacon
- Fireworks
- Coins
- Ceremonial candles
- Clock and engraved plaque
- Tickets
- hog roast for the event

Actions:

- **Councillor Price to circulate commemorative coins.**
- **Councillor Richardson to order the candles.**
- **Councillor Newton to confirm numbers with the caterer**
- **Clerk to follow up any grants that are available for Jubilee events.**

10. **HS2**

The PC are to invite a representative from HS2 to the meeting in July to give an update on how the Parish will be affected by the construction of HS2

Action – Clerk to Invite a representative from HS2 to the next PC meeting.

11. **PLANNING**

No applications received.

12. **FINANCE**

The PC account balance as at 1st April 2022 was £8262.16. The first instalment of the 2022/2023 Precept of £2058.50 was received from Cheshire East Council on 2nd April 2022.

The following were approved for payment and cheques were signed:

1. Insurance Renewal – June 2022 - £301.17 – Zurich Municipal
2. Cookie Consent Management – Website - £12.72 – Upper Bridge Enterprises
3. Payroll Services - Payslips and RTI Submissions Oct to Dec 2021 Invoice No: 07497 - £28.80
4. Stationery – Jiffy Bag (£2.29) and Recorded Delivery Postage (£8.95) for Audit Papers, a book of 12 First Class Stamps (£11.40) + Increase in Clerk's Salary - £16.70 x 2 - April and May Salary (Amendment to Standing Order - Not yet set up by bank) – Mrs G Hawthornthwaite, totalling £56.04
5. Chalc 2022/23 Membership Fee - £69.84 – Cheshire Association of Local Councils
6. Reimbursement to Councillor Robert Newton – Paint and materials for painting black and white signs - £105.53.

Councillor Richardson reported that he is in the process of setting up an online bank account for the parish council and has obtained the application form, which needs to be completed by the bank signatories.

Councillor Rowe agreed to update the Financial Regulations to include an internet banking policy.

Action – Updated Financial Regulations to be reviewed at the next PC meeting.

13. CLERK'S REPORT AND CORRESPONDENCE

The following correspondence had been received since the last meeting:

- Campaign for a Replacement Recycling Site for Congleton from Cllr Robert Douglas, Congleton Town Council

CEC

- Cheshire East Highways - Launch of Town and Parish Council Satisfaction Survey
- CEC Neighbourhood Planning Digital Drop-in Sessions
- Cheshire East Site Allocations and Development Policies Document: Main Modifications
- Letter to Town and Parish Councils - Update on the Community Governance Review
- Cheshire East Council - Highways Winter Maintenance Top Up Scheme - Survey Launch
- Cheshire East Council Highways Work Programme 2022/23
- Launch of Cheshire East Council's Highways Service Newsletter
- Cheshire East Speed Limit Consolidation Order 2022

Chalc

- Training Courses
- Service of Thanksgiving for Her Majesty's Platinum Jubilee
- Chief Executive's Bulletin
- Request to complete NALC Sector Finance Survey 2022
- NALC Events
- NALC Civility and Respect Project: Tell NALC what civility and respect mean to you
- Media Training for Charities & Public Sector - 21st June - ONLINE

14. DATE OF NEXT MEETING

It was agreed that an extraordinary meeting should be held once the accounts have been received back from the auditor, to approve the 2021/22 Accounts, Annual Audit Return and the Internal Auditor's Report and to sign cheques for invoices from the Jubilee event.

Action – Clerk to arrange the extraordinary meeting.

The date of the next parish council meeting is to be confirmed once room availability at the Village Hall has been checked.

15. ANY OTHER BUSINESS

No items reported.

The meeting closed at 9.15 pm