

**MINUTES of THE ANNUAL PARISH COUNCIL MEETING
in PICKMERE VILLAGE HALL**

1st May 2018

Present: AS, CT, PG, AB, SF, IK, SR
Absent: Nil
Apologies: DH

The meeting commenced at 0730

1. Chairperson's Report for 2017-8

The Chairperson summarised the content of his annual report which will be posted on the Parish Council website. PG entered the meeting part way through this item. The report was accepted unanimously.

2. Elections

2.1 The following were unanimously re-elected for the ensuing year: Cllr. Shore - Chairperson; Cllr. Tarrant - Vice-Chairperson; Cllr. Gough - Responsible Financial Officer.

2.2 The following were unanimously elected to serve on the Planning Committee: Cllr. Shore - Chairperson, Cllr. Tarrant - Vice-Chairperson, Cllr. Gough, and Cllr. Bold.

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1. Present AS (Chair), CT, AB, PG, IK, SF, SR
Apologies DH, Cllr O Hunter
Public 1 member of the public
Police None

The Council asked the Clerk to send members' wishes to Cllr Hunter for a speedy recovery.

2. Minutes

2.1 Approval of Minutes – The minutes of the meeting of 10th April 2018 were approved.

2.2 Matters arising from Minutes

2.2/9.3 of previous meeting The Clerk reported that no reply had been received to his letter to the person responsible for the horses and their damage to the Village

Hall grounds. The Small Claims Court procedures and costs had been investigated. A claim can be submitted on-line but there are costs and work involved with such a submission, and with subsequent stages in the process. This had to be balanced with the relatively small cost to repair the damage. The Clerk was asked to write again to the person concerned.

5. The Clerk reported that he had received no further response from the CEC officer who had attended the 10th April meeting, and members remarked that no repair works to potholes etc. had been carried out, despite the Clerk's reminders to CEC. SR reported on the settling of verge soil onto the highway on Frog Lane. It was suggested that the representative of the Cheshire Show might be contacted to seek his support in pursuing CEC for action on these matters. AS will action this point.

6.2 The Clerk reported that the play area fence had now been repaired.

2.2/9.8 The Clerk reported that the Clerk for Wincham PC had not responded to our suggestion of a joint meeting with CEC/CWAC about the 7.5 tonne weight limit; the Clerk had recently written to Tabley Parish Council on the same topic and a reply was awaited.

9.6 AB reported that a car was still parked on the IROS parking spaces, contrary to the Council's policy for such parking. The question of potential action was further discussed. The Clerk was asked to contact the PCSO to ask if she can help.

3. **Declaration of Interests** – none

4. **Open Forum (Including PCSO)**

4.1 **Open Forum** The member of the public stated that he did not wish to speak.

4.2 **Report from PCSO** The PCSO was not present.

5. 5.1 **Programme of meetings** The proposed programme of meetings was agreed; it will be posted on the website.

6. **Report from Cllr O Hunter** None

7. **Finance**

7.1 and 7.2 **Approval of Annual Governance Provisions and procedures for audit**– PG reported on the Council's ability to opt for exemption from external audit this year; our procedures and systems will still be required to be subject to an internal auditor's consideration. It was agreed that our procedures and timetable will follow those required in former years when external audit had been required. The Council were taken through the

individual questions listed on the Governance form and answered positively to all those that applied. Members resolved as follows:

- That the Annual Governance Statement be approved and the Chair, RFO and Clerk be authorised to sign the return.
- That the Council certifies itself as exempt from limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 and the RFO and the Chair be authorised to sign and submit the relevant certificate of exemption.
- That Council notes the provisions for internal audit of the annual figures and compliance with the requirements for publicity etc.

7.3 Current financial position – the monthly financial summaries were noted. The Clerk noted that this was the first using the newly introduced financial software. The Clerk was asked to contact the website provider since no annual invoice had been received from them for at least a year.

7.4 New payments - the schedule of payments was approved. The Clerk added proposed payments for internal painting and work on the gutters at the Pavilion, the clearing of gutters at the Village Hall, and the replacement of the roof to the slide at the play area, as well as the replacement of fence panels there. These payments were approved.

8. Report from Planning Committee

8.1 Planning application update – the Clerk reported that PA 17/6399 (Erection of 2 dwellings on land at Mere Lane) had not yet been determined, and that the possibly commercial activities at a dwellinghouse on Pickmere Lane had been referred to CEC for investigation. Members noted that one of the two park homes on Clover Drive was currently in process of demolition, though no-one was aware of any planning permission that had been granted for a replacement development. Reference was also made to the caravan still located on land at Frog Lane. It was agreed to reconsider this at the June meeting.

9. Reports from Assets Working Groups

9.1 Funding Sub-Group – nothing to report pending progress in other areas.

9.2 Planning Sub-Group

9.2.1 Update on Outline Planning Application 18/0544M – AS reported that he and the Clerk had met the planning officer. A number of aspects of the application had been discussed, and the officer had asked if we could submit some further information on certain aspects of the proposal. AS proposed that the Planning Sub-Group should meet to consider what was felt appropriate to feed back to the officer. The Sub-Group's views would be reported back to Council at its June meeting. This report was noted and agreed.

9.3 Asset Register Sub-Group – The Clerk reported that the painting of the Clover Drive railings was due to start next week.

9.4 Report from Community Group – AB reported that Sunday teas were to commence this coming Sunday. She expressed thanks for the decoration works that had been carried out. CT is in continuing contact with the artist in respect of creating a display in the Pavilion. He is also attending a meeting with the Knutsford Guardian on Thursday for a photograph, in connection with a proposed piece (he thanked SF for the text that had been provided).

The Clerk was asked to contact the Community Group to note recent expenditure on various property items in the parish and to ask if the Group might wish to make a contribution toward the costs.

9. Reports from Clerk and from Councillors

9.1 GDPR – The report was noted and the report's recommendations were unanimously agreed as follows:

- The Council endorses the action plan set out in the report and notes the detail set out in the Toolkit.
- The Council adopts the draft Policies and other documents appended to the report and that relevant policies be loaded onto the council's website.
- The Council will address the appointment of a DPO once options are further clarified.
- The Clerk is formally appointed Data Protection Compliance Officer.
- The Clerk be asked to request Esther McVey MP to lobby for a proportionate regime for small councils in the context of the current Data Protection Bill going through Parliament.

10.2 Annual Parish Meeting – SF reported on the good reactions she had received from participants; SR has provided some follow-up on the Pickmere Press Facebook page. Both would wish to repeat the exercise next year, though it may be preferable to hold it in the Village Hall. SR proposed that approximately the same date be adopted. The Clerk was asked to add this to the programme of meetings referred to in item 5.1. (Note: the date suggested is Saturday 9th March 2019; venue to be confirmed)

10.3 Manchester Airport Community Trust Fund – SF reported that the Fund considers applications several times per year. The items suggested as possibly being appropriate for the Council to seek funding for were: new noticeboards, new crockery for the Village Hall, and new chairs for the Village Hall. Members agreed that the two priorities were crockery and new chairs. It was agreed that SF would liaise with the Clerk to cost such items and prepare a submission for grant.

Clerk: Jack Steel

Next meeting: 5th June 2018