

# HATHERTON & WALGHERTON PARISH COUNCIL

Date 10<sup>th</sup> May 2022

All Parish Councillors,

You are summoned to attend the Annual Meeting of the Parish Council, to consider the agenda set out below:

DATE: Monday 16<sup>th</sup> May 2022  
TIME: **7.30pm** – New Earlier Time  
VENUE: Hankelow Chapel, 11 Old School Lane, Hankelow, CW3 0JN

*Selina Clarke*

Clerk to the Parish Council

Telephone: 07378 349016

Email: parish.clerk@handwpc.org.uk

## AGENDA

1. Election of Chairman – to elect the Chairman of the Council for the ensuing year
2. Election of Vice-Chairman – to elect the Vice-Chairman of the Council for the coming year
3. (SC) Apologies for Absence
4. (Chair) Declarations of Interest  
If a member is present at a meeting of the authority, and they have a disclosable pecuniary interest in any matter to be considered or being considered at the meeting, they cannot take part in any discussion of the matter at the meeting or vote on it. They should disclose the interest to the meeting and follow the Council's code of conduct.
5. (Chair) Minutes of Last Meeting  
To approve and sign as a correct record, the minutes of the meeting held on 14<sup>th</sup> March 2022
6. (NJ) Update on local policing matters and statistics from PCSO Nick Jarvis
7. (Chair) Questions/comments from Members of Public regarding any items on the agenda (In accordance to H&W Standing Orders Section 1d)
8. (Chair) Matters Arising  
To consider any matters arising from the Minutes of the last meeting held on 14<sup>th</sup> March 2022
9. (SC) To agree the delegation of arrangements, terms of reference, chair and membership of the Planning Committee in accordance to Standing Orders Section 27
10. (SC) To receive and approve the Confirmation of Asset Register as previously agreed on minute ref: 21/50.4 (Sept 2021 meeting) (Appendix 1)
11. (SC) To receive and approve the Risk Schedule (Appendix 2)  
  
(SC) AGAR TRANSACTIONS:
12. To receive the Internal Audit 2021/22 and agree actions required (Appendix 3)
13. To receive and approve the Annual Governance Statement (Appendix 4)
14. To receive and approve the Statement of Accounts dated 31<sup>st</sup> March 2022 (Appendix 5)
15. To receive and approve the Exemption Certificate (Appendix 6)

All supporting documents are emailed to all councillors (Finance Report, Planning Log and current topics for discussion)

If you'd like a copy, please email the clerk on [parish.clerk@handwpc.org.uk](mailto:parish.clerk@handwpc.org.uk)

OR visit our website page directly [https://www.handwpc.org.uk/content/meetings\\_and\\_minutes.php](https://www.handwpc.org.uk/content/meetings_and_minutes.php)

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16. Other Annual Steps to agree and approve (Appendix 7)
  - 16.1 Final spend against budget for 2021/22 financial year
  - 16.2 Receipts & payments summary and balance sheet for year 01/04/2021 to 31/03/2022
  - 16.3 Renewal of Parish Council Insurance
  - 16.4 Renewal of ICO – Data Protection for 2022/23
  - 16.5 Confirmation of Banking Arrangements - to consider a move to a new bank account and agree signatories with online authorisation.
  - 16.6 Set the date to announce the Public Rights Notification
  - 16.7 Hatherton & Walgherton Parish Council – 2021/22 AGAR – part of intermediate review 5% sample for PKF Littlejohn LLP
  - 16.8 – To agree Internal Auditor for 2022/23 Year End
17. (SC) Finance Matters (Appendix 8)
  - 17.1 Bank Reconciliation since last meeting of 14<sup>th</sup> March 2022
  - 17.2 Actual & Forecast against Budget
  - 17.3 To authorise payments
18. (JDP) Planning Matters (Appendix 9)
  - 18.1 To discuss planning applications with decisions made since the last meeting held on 14<sup>th</sup> March 2022
  - 18.2 To discuss Planning applications, including any released between the agenda notification and actual Parish Meeting.

22/0826N Former Crewe Road Methodist Church, Crewe Road, HATHERTON, CW5 7PE  
Proposed change of use of former Methodist Church to form dwelling, including extension.
19. (ND) Highway Matters
  - 19.1 To discuss any new Highways issues
  - 19.2 Winter Gritting Top Up Scheme Survey - due 5pm Fri 27<sup>th</sup> May 2022 (Appendix 10)
  - 19.3 Cheshire East Council's Highways Service Survey - due 31<sup>st</sup> May 2022 (Appendix 11)
20. (Chair) HS2 Updates
21. (JC) Report from Ward Councillor
22. (DR) Improvement Working Group Report  
To provide an update of progress since the last meeting on Monday 25<sup>th</sup> April 2022
23. (Chair) New Roles & Responsibilities for Councillors
24. (SC) Correspondence Received/Sent
  - 26.1 Main Modifications to the Cheshire East Local Plan Site Allocations and Development Policies Document – Consultation closes 5pm 31<sup>st</sup> May 2022
  - 26.2 Email from Resident regarding thank you for Speed Camera Warning Signs
25. (Chair) Introduce New Clerk and appoint as Proper Officer Parish Clerk & RFO
26. (All) Members Reports (Formally Any Other Business)  
Items for information only
27. Date of next Parish Council Meeting is Monday 25<sup>th</sup> July 2022  
Hankelow Chapel, 11 Old School Lane, Hankelow, CW3 0JN

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<b>Agenda Item</b>	<b>Appendix No.</b>	<b>Links to Supporting Documents</b>
10. Asset Register	Appendix 1	<a href="#">Finance Report</a>
11. Risk Schedule	Appendix 2	<a href="#">Finance Report</a>
12. Internal Audit 2021/22	Appendix 3	<a href="#">Internal Audit Report</a>
13. Annual Governance Statement	Appendix 4	<a href="#">AGAR Page – Section 1 Page 5</a>
14. Statement of Accounts	Appendix 5	<a href="#">AGAR Page – Section 1 Page 6</a>
15. Exemption Certificate	Appendix 6	<a href="#">AGAR Page – Section 1 Page 3</a>
16. Annual Tasks	Appendix 7	<a href="#">Finance Report</a>
17. Finance Report	Appendix 8	<a href="#">Finance Report</a>
18. Planning Matters	Appendix 9	<a href="#">Planning Report</a>
19.2 Winter Gritting Top Up Scheme	Appendix 10	Email Parish Clerk for a copy
19.3 Cheshire East Council's Highways Service Survey	Appendix 11	Email Parish Clerk for a copy

All Members of Public are welcome to attend the Parish Council Meeting.  
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