

WHITEGATE & MARTON PARISH COUNCIL-

Minutes of the Annual Parish Council Meeting held via zoom on Monday 11th May 2020 at 7.30pm

Members of the Public: Cllr Mike Baynham

1. Election of Officers – Chairman and Vice Chairman

Nominations were requested.

1264/20 Cllr Cliffe nominated Cllr Rayner to continue his role as Chairman and Cllr Leech seconded it. Cllr Rayner accepted.

1265/20 Cllr Cliffe nominated Cllr Leech for role as Vice Chairman and Cllr Rayner seconded it. Cllr Leech accepted.

2. Any apologies for absence and any declarations of interest

Apology for absence received from Cllr Cotterill and Peter Baldini

No declarations of interest were received.

Noted that the Parish Council has an 'interest' in the proposed Gypsy Traveller Sites within the Parish and as such are working with the Resident Action Group. Parish Council Powers under Local Government Act 1972 Legal proceedings – power to prosecute and defend any legal proceedings in the interests of the community, power to take part in any public inquiry.

3. Declaration of acceptance of office forms and Notification of Interest forms - changes

1266/20 Cllr Cliffe confirmed a change of address

4. Changes to notification of interest forms in accordance with adopted CW code of Conduct –

5. Election of officers as follows:-

Whitegate Recreation Room Committee It is noted that Cllr Roston, Cllr Baldini, Cllr Cotterill, Cllr Leech are all members of the Recreation Room Committee.

Chalc – Cheshire Association of Local Council **1267/20 agreed Cllr Rayner, Cllr Leech to be representatives.** Cllr Rayner, Cllr Leech accepted.

Link for Whitegate Primary School **Noted Cllr Cotterill is a School Governor and will naturally assume the link role with the school.**

Church Wood Conservation Group – the chairman of the Parish Council is automatically a member of the group. **1268/20 Cllr Rayner agreed to continue with this role.**

6. Representation on the following committees

The planning committee is usually made up of four councillors. **1269/20 agreed the planning committee would consist of Cllr Rayner, Cllr Roston, Cllr Baldini and Cllr Leech.**

Community Green Space – on hold working group consists of both Councillors and members of the public. **1270/20 agreed Councillors on the committee would remain as Cllr Rayner (Chair) with support from Clerk.** Former Councillor Pat Fleet will remain on the working group

Resident Action Group on hold – Cllr Roston, Cllr Rayner, Clerk

7. Review champions list – 1271/20 The Champion List was reviewed agreed no changes

8. Finance

The final accounts were circulated for review, no comments were raised. The balance in the Bank at year-end was current account £24,923.55 after unrepresented cheques reducing the year-end balance to £23,708.78; national savings £3,219.17 Barclays savings £23,566.48 making a total of £50,495.23

Annual Governance and Accountability Return (AGAR)

8.1 Certificate of Exemption – 1272/20 resolved for the Chairman / Responsible Finance Officer to certify that the Parish Council is a “smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2019, and that wish to certify themselves as exempt from a limited assurance review” under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

8.2 Internal Audit Review - delayed due to Covid-19

8.3 Annual Governance Statement – delayed due to covid 19

8.4 Accounting Statements

(a) 1273/20 all considered and agreed the Accounting Statements by the members meeting as a whole;

(b) 1274/20 Resolved to approve the Accounting Statements

(c) 1275/20 Resolved Chairman and RFO signed the Accounting Statements retrospectively after the meeting that approval is given.

7.4 1276/20 agreed to sign retrospectively after the meeting that the records of receipts and payments as a true record

9. Risk Assessment

A review of the Risk Assessment – delay until June 2020

10. Financial Regulations and Standing Orders

1277/20 agreed that the Financial Regulations and Standing Orders, minor correction to refer to policy updated and reflect online meetings may be held.

1278/20 agreed the following associated guidance: Freedom of Information (FOI), Data Protection, Health and Safety, Equality and Diversity and complaints procedure. No changes required.

1279/20 General Data Protection Regulation (GDPR) Resolved no changes to previously approved general privacy notices, staff/Councillor privacy notice, data policy, consent form, information audit, IT and cyber policy. Cllr Roston to display latest policies on our website

There been no further business to discuss the meeting was closed at 7.55 pm

Signed by the Chairman _____ Dated _____

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Actions:

DER	update any changed to NOI on website, Clerk send to CWAC
Clerk	Annual Accounts send off exemption form
Clerk	Display Accounts at Recreation Room – delayed due to Covid 19
DER	Display Accounts on website when forwarded by Clerk
DER	Display latest policies on website