

WHITEGATE & MARTON PARISH COUNCIL-

Minutes of the Annual Parish Council Meeting held in Whitegate Primary School Hall on
Monday 10th May 2021 at 7.30pm

Members of the Public: Cllr Gina Lewis, Mike Baynham, Mr Shepherd, Mr Pounder.

Cllr Rayner thanked Councillors for attending face to face meeting which has been forced due to the ending of the temporary legislation and high court ruling upheld.

Cllr Rayner confirmed resignation received from Pauline Yould.

1. Election of Officers – Chairman and Vice Chairman

Nominations were requested.

1320/21 Cllr Leech nominated Cllr Rayner to continue his role as Chairman and Cllr Baldini seconded it. Cllr Rayner accepted.

1321/21 Cllr Baldini nominated Cllr Leech for role as Vice Chairman and Cllr Pickering seconded it. Cllr Leech accepted.

2. Any apologies for absence and any declarations of interest

Apology for absence received from Cllr Cotterill and Cllr Roston unable to attend face to face meeting.

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

No changes were noted.

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

No changes were noted.

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. The committee is not meeting at present due to Covid restrictions.

Chalc – Cheshire Association of Local Council **1322/21 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. **1323/21 Cllr Rayner agreed to continue with this role.**

6. Representation on the following committees

The planning committee is usually made up of four councillors. **1324/21 agreed the planning committee would consist of Cllr Rayner, Cllr Roston, Cllr Matthews and Cllr Leech.**

Community Green Space – on hold working group consists of both Councillors and members of the public. **1325/21 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 – 1325/21** The Champion List was reviewed agreed the following changes: Road Safety RM, Local Transport Vacant, Broadband FP, GDPR vacant (maybe RM), Added new section Tesco field lease RM.

8. Finance

The final accounts were circulated for review, no comments were raised. The balance in the Bank at year-end was current account £36,779 after unpresented cheques reducing the year-end balance to £35,500; national savings £3,243 Barclays savings £23,566 making a total of £62,309. It was noted the balance of reserves is towards the Community Green Space Project. **1326/21 agreed to sign that the records of receipts and payments as a true record.**

Annual Governance and Accountability Return (AGAR)

8.1 Certificate of Exemption – 1327/21 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 – noted any finding and audit approved

8.3 1328/21 approved the Annual Governance Statement

8.4 Accounting Statements

(a) 1329/21 all considered and agreed the Accounting Statements by the members meeting as a whole;

(b) 1330/21 Resolved to approve the Accounting Statements

(c) 1331/21 Resolved Chairman and RFO signed the Accounting Statements.

9. Risk Assessment

A review of the Risk Assessment was undertaken and section added for Covid 19 return to face-to-face meetings agreed.

10. Financial Regulations and Standing Orders

1332/21 agreed that the Financial Regulations and Standing Orders reviewed and not changed.

1333/21 agreed the following associated guidance: Freedom of Information (FOI), Data Protection, Health and Safety, Equality and Diversity and complaints procedure. No changes required.

1334/21 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:

Clerk	Annual Accounts send-off exemption form
Clerk	Display Accounts at Recreation Room for agreed timescales
Clerk	Display Accounts and AGAR on website for agreed timescales
Clerk	Display latest policies on website
Clerk	Inform CWAC of vacancy and advertise