

WHITEGATE & MARTON PARISH COUNCIL-

Minutes of the Annual Parish Council Meeting held in Whitegate Primary School Hall on
Monday 15th May 2023 at 7.30pm

Members of the Public: Ward Cllr Stuart Bingham, Iain Ranson, Claire Heath, Jane & Paul Cronin
Iain Ranson wished to ask that a representative from the PC liaises with the café.

1. Election of Officers – Chairman and Vice Chairman

Nominations were requested.

1422/23 Cllr Baldin nominated Cllr Rayner to continue his role as Chairman and Cllr Leech seconded it. Cllr Rayner accepted.

1423/23 Cllr Baldini nominated Cllr Matthews for role as Vice Chairman and Cllr Leech seconded it. Cllr Matthews accepted.

2. Any apologies for absence and any declarations of interest

Apology for absence received from Cllr Cotterill (away)

No declarations of interest were received.

Noted that the Parish Council has an 'interest' in the (proposed 2016) 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. No current proposals exist.

3. Declaration of acceptance of office forms received for new term of office and witnessed by Clerk.

4. Co-option to vacancies – dealt with as part of ordinary business

5. Agreed continuation of adoption of CWAC code of conduct

6. Received Notification of Interest forms for new governors in accordance with CWAC code of conduct, Clerk to share with CWAC and publish on our website. All nil expenses forms forwarded to CWAC (some Councillors sent directly).

7. Election of officers as follows 1424/23 agreed:-

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

Chalc – Cheshire Association of Local Council Cllr Rayner, Cllr Matthews to be representatives. Cllr Rayner, Cllr Matthews 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. Cllr Rayner agreed to continue with this role.

Link with Whitegate Station Community Group – Cllr Haigh.

8. Representation on the following committees 1425/23 agreed:-

The planning committee is usually made up of four councillors. **the planning committee would consist of Cllr Rayner, Cllr Baldini, Cllr Matthews and Cllr Leech.**

The Beeches sub-committee - on hold

Community Green Space – on hold

Resident Action Group on hold

9. Review champions list – 1426/23 The Champion List was reviewed.

10. Finance

The final accounts were circulated for review, no comments were raised. The balance in the Bank at year-end was current account £42,599 after unrepresented cheques reducing the year-end balance to £41,076; national savings £3,246 Barclays savings £23,566 making a total of £67,889. It was noted the balance of reserves was initially for the community green space (safe school drop-off) which is moth balled as we could not reach a resolution regarding access. The money will now be used towards road safety measures in the parish and the Beeches project. **1427/23 agreed to sign that the records of receipts and payments as a true record.**

Annual Governance and Accountability Return (AGAR)

10.1 Internal Audit Review – noted any finding and audit approved

10.2 1428/23 approved the Annual Governance Statement

10.3 Accounting Statements

(a) **1429/23 all considered and agreed the Accounting Statements by the members meeting as a whole;**

(b) **1430/23 Resolved to approve the Accounting Statements**

(c) **1431/23 Resolved Chairman and RFO signed the Accounting Statements.**

We have been selected for sample review and paperwork will be forwarded to the external auditor, published on our website and notice boards.

11. Risk Assessment

A review of the Risk Assessment was undertaken; agreed the section for Covid 19 should continue to be included.

12. Financial Regulations and Standing Orders

1432/23 agreed that the Financial Regulations and Standing Orders reviewed and updated reference online banking using the Barclays account.

1433/23 agreed the following associated guidance: Freedom of Information (FOI), Data Protection, Health and Safety, Equality and Diversity and complaints procedure. No changes required.

1434/23 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. Clerk 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 for selection
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