

WHITEGATE & MARTON PARISH COUNCIL-

Minutes of the Annual Parish Council Meeting held in Whitegate Primary School Hall on
Monday 13th May 2024 at 7.30pm

Members of the Public: 24 members of the public attended, list of attendance taken and Ward Cllr Stuart Bingham.

Keith Rayner confirmed that we need to complete the AGM prior to commencement of ordinary meeting. Members of the public were in attendance to discuss several matters including: School numbers, School parking issues, congestion on roads, driving on pavements, speeding, financial plan for 2024 (where spend it), Café opening times – Directors hear to listen not to speak, Bawsgate Farm barn conversions planning enforcement matters -being used as holiday lettings and conversions not in accordance with planning conditions.

1. Election of Officers – Chairman and Vice Chairman

Nominations were requested.

1469/24 Cllr Leech nominated Cllr Rayner to continue his role as Chairman and Cllr Haigh seconded it. Cllr Rayner accepted.

1470/24 Cllr Leech nominated Cllr Matthews for role as Vice Chairman and Cllr Haigh seconded it. Cllr Matthews accepted.

2. Any apologies for absence and any declarations of interest

Apology for absence received from Cllr Cotterill (away), Cllr Baldini (work), Cllr Heath (no apology received, informed after meeting of family bereavement)

3. Declaration of acceptance of office forms - no new forms or changes.

4. Agreed continuation of adoption of CWAC code of conduct

5. Received Notification of Interest forms for new governors in accordance with CWAC code of conduct, no changes to notification of interest forms received.

6. Election of officers as follows 1471/24 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.

7. Representation on the following committees 1472/24 agreed:-

The planning committee **The planning committee agreed no change: 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

8. Review champions list – 1473/24 The Champion List was reviewed, no change. Councillors take responsibility for a topic area and read correspondence on behalf of the parish council and feedback as required.

9. Finance

The final accounts were circulated to Parish Councillors for review ahead of the meeting, no comments were raised at the meeting and no further discussion took place.

For the recorded minutes, extract from the final accounts: the balance in the Bank at year-end was Lloyds account £61,056 national savings £3,272 Barclays (current account) £11,933 making a total of £76,291. 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. Agreed last year that the money be used towards road safety measures in the parish and the Beeches project. **1474/24 agreed to sign that the records of receipts and payments as a true record.**

Annual Governance and Accountability Return (AGAR)

9.1 Internal Audit Review – Completed by Julia Roscher and audit approved.

9.2 1475/24 approved the Annual Governance Statement

9.3 Accounting Statements

(a) **1476/24 considered and agreed the Accounting Statements by the members meeting as a whole;**

(b) **1477/24 Resolved to approve the Accounting Statements**

(c) **1478/24 Resolved Chairman and RFO signed the Accounting Statements (at end of meeting)**

(d) **1479/24 Certify exemption from limited assurance review**

9.4 Chair signed records of receipts and payments (at end of meeting)

10. Risk Assessment

Risk Assessment circulated prior to meeting, no changes made.

11. Financial Regulations and Standing Orders

1480/24 agreed that the Financial Regulations and Standing Orders amended at March meeting, no further changes.

1481/24 agreed the following associated guidance: Freedom of Information (FOI), Data Protection, Health and Safety, Equality and Diversity and complaints procedure. No changes required.

1482/24 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 7.45 pm

Signed by the Chairman _____ Dated _____

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Actions:

Clerk	Annual Accounts send-off exemption certificate
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