

WHITEGATE & MARTON PARISH COUNCIL-

Minutes of the Annual Parish Council Meeting held in Whitegate Primary School Hall on
Monday 12th May 2025 at 7.30pm

Members of the Public: None. Member of the public (NS) arrived part way through meeting 19.47.

1. Election of Officers – Chairman and Vice Chairman

Nominations were requested.

Cllr Haigh nominated Cllr Rayner to continue his role as Chairman and Cllr Cotterill seconded it. Cllr Rayner accepted.

Cllr Rayner nominated Cllr Leech for role as Vice Chairman and Cllr Baldini seconded it. Cllr Leech accepted.

2. Any apologies for absence and any declarations of interest

Apology for absence received from Cllr Leech, on holiday

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 1515/25 agreed:-

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

Chalc – Cheshire Association of Local Council Cllr Rayner, Cllr Leech to be representatives.

Link for Whitegate Primary School Noted Cllr Cotterill is school liaison with Whitegate Primary School (not a school governor).

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. Cllr Cronin is also a member

Link with Whitegate Station Community Group – Cllr Haigh.

New Footpath liaison with CWAC – Cllr Haigh

7. Representation on the following committees 1516/25 agreed:-

The planning committee **The planning committee agreed no change: Cllr Rayner, Cllr Baldini, Cllr Campbell and Cllr Leech.**

8. Review champions list – 1517/25 The Champion List was reviewed, 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 £0 National Savings £3,304.42 Barclays (current account) £86,521.76 making a total of £89,826.18. 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 (see main minutes for update on progress).

1518/25 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 1519/25 approved the Annual Governance Statement

9.3 Accounting Statements

(a) **1520/25 considered and agreed the Accounting Statements by the members meeting as a whole;**

(b) **1521/25 Resolved to approve the Accounting Statements**

(c) **1522/25 Resolved Chairman and RFO signed the Accounting Statements (at end of meeting)**

9.4 Chair signed records of receipts and payments (at end of meeting). Noted due to income value the accounts will be sent off for external review.

10. Risk Assessment

Risk Assessment circulated prior to meeting, no changes made, agreed to retain the covid 19 risk.

11. Financial Regulations and Standing Orders

1523/25 agreed that the Financial Regulations and Standing Orders amended at March meeting, no further changes.

1524/25 agreed the following associated guidance: Freedom of Information (FOI), Data Protection, Health and Safety, Equality and Diversity and complaints procedure. No changes required.

1525/25 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 pm

Signed by the Chairman _____ Dated _____

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Actions:

Clerk	Annual Accounts send-off
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