

COMBERBACH PARISH COUNCIL

TUESDAY 5th MAY 2020

Dear Councillor

You are summoned to attend the Meeting of Comberbach Parish Council to be held on Tuesday 5th May 2020 at 7:15 pm via Zoom. Councillors will receive an email invitation to join the meeting.

The public can join the meeting by contacting the Parish Clerk via details at the foot of the page – joining instructions will then be provided.



Denise French

Clerk to Comberbach Parish Council

Open Forum

There will be a period of 15 minutes before the meeting starts for members of the public to raise any issue that relates to Comberbach

AGENDA

1. Apologies for Absence

To receive apologies for unavoidable absence

2. To receive Members' Declarations of Interest on any matters on the agenda

3. To approve the minutes of the meeting of the Parish Council held on 10th March 2020 (attached)

4. Parish Council business during the CoronaVirus pandemic

To consider the report of the Parish Clerk (attached)

5. Annual Audit

- 5.1 To approve the annual return and the summary statement for the year ended 31st March 2020 (attached)

- 5.2 To approve arrangements and costs for transporting the Audit file to the Internal Auditor and safe return of the file

6. Progress reports and updates

Denise French, Parish Clerk
07759 212449
parishclerk@comberbach.com

7. Cheshire West and Chester Councillors' reports

To consider updates from CWAC Councillors.

8. Planning

8.1. To note in appendix 3 any decisions by CW&C and consider or note decisions advised by the planning working group.

8.2. To consider any new Enforcement matters.

9. Recreation Area

9.1. To consider and approve a supplier for replacement picnic tables, including games top tables and 3 new benches at the Recreation Area with a budget of £5,000 maximum. Report of the Chairman is attached.

9.2 Recreation Area Update – to consider the Annual RoSPA Inspection report (attached)

9.3. To approve the following –

(a) To approve a budget of £150 for the purchase of materials (phenolic/buffalo board) to fit over the decking of the multi play unit together with sealant; this being a method confirmed by RoSPA as an acceptable surface to cover and safeguard the decked area; and to authorise a budget of £100 for installation and to approve this work is done by S Ross

(b) Reimbursement to the Chairman of £16 for the supply of two Karcher universal detergents for jet washing the MUGA frame

(c) Reimbursement to the Chairman of £52 for chains and padlocks to secure the Recreation Area

(d) Reimbursement to the Chairman of £16 for sanding disks for repairs at the Recreation Area

(e) a budget of £150 for paint and brushes for general painting at the Recreation Area

(f) a budget of £100 for materials for the painting and scraping off of the old paint from the 3 light standards at the entrance to the car park plus a budget for labour costs.

10. Highways

To note that signs have been ordered and production is underway; a delivery date is to be advised.

Denise French, Parish Clerk
07759 212449
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11. Accounts and Financial Matters

11.1. To note the accounts for 31st March 2020 in Appendix 1

11.2. To approve the payments list in Appendix 2.

11.3 To approve the Q4 budget report and End of Year Financial Statement 2019-20 (attached)

12. Correspondence - to consider the correspondence schedule along with a verbal update on any correspondence received since the agenda was published (attached)

Part 2 – EXCLUSION OF THE PUBLIC AND PRESS

To resolve under the Public Bodies (Admission to Meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed – matters relating to an individual

13. Parish Council Annual Award

To consider and agree the recipient of the Parish Council Award 2020

Date of next meeting

The next meeting of Comberbach Parish Council will be Tuesday 14th July at 7.15pm in Comberbach Memorial Hall.

Appendix 1 Accounts for 31st March 2020

Current account £13,901.75

Reserve £36,657.55

Cash book £13,589.75

Reconciliation: £312.00 1 cheque

Appendix 2 Payments

Item	Amount	Cheque	Power
Synchroprint – Covid leaflet	£112.80	22635	LGA 1972 s 111
JRyder – reimburse maintenance costs	£203.42	22636	LGA 1972 s 111
SLCC – Clerk CiLCA fees	£250.00	22637	LGA 1972 s 111
Playsafety - ROSPA inspection 4/20	£94.80	22638	LGA 1972 s 111
SLCC – RFO subscription 20/21	£65.00	22639	LGA 1972 s 111
HMRC – PAYE to 5/4/20	£240.60	22640	LGA 1972 s 111
HMRC – PAYE to 5/10/19	£232.60	22641	LGA 1972 s 111
Zurich Municipal – Insurance 20/21	£743.96	22642	LGA 1972 s 111
Shane Ross – Maintenance 01-20	£600.00	22643	LGA 1972 s 111
SLCC – Clerk subscription 20/21	£92.00	22644	LGA 1972 s 111
Signs of the Times gateway signs	£7,405.26	22645	LGA 1972 s111
Clerk expenses – Microsoft office, virus protection (both for Clerk and RFO), printer ink, mileage	£170.27	22646	LGA 1972 s111
Hotribs Ltd – Website costs Apr 20	£37.80	22647	LGA 1972 s111

Pre Authorised Payments

Item	Amount	Cheque	Power
Hotribs – Mailbox fee, PAP 1914	£21.60	22632	LGA 1972 s 111
CCDT Payroll 20/21, PAP 1915	£312.00	22633	LGA 1972 s 111
Synchroprint, CVN March, PAP 1916	£182.00	22634	LGA 1972 s 111

Appendix 3 Recent planning decisions by CW&C

Erection of greenhouse/summer room (retrospective) Erection of garden shed - retrospective	Appeal submitted
Removal of existing tile hung cladding and replacement with render, 21 Burgamot Lane	Pending
Single storey side extension, conversion of garage and widen access to provide 3 car spaces, Woodcroft, Marbury Road	Pending