

COMBERBACH PARISH COUNCIL

TUESDAY 14th JULY 2020

Dear Councillor

You are summoned to attend the Meeting of Comberbach Parish Council to be held on Tuesday 14th July 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 5th May 2020 (attached)

4. Progress reports and updates

5. Cheshire West and Chester Councillors' reports

To consider updates from CWAC Councillors.

6. Finance Committee

To receive the minutes of meetings of Finance Committee held on 23 April (attached) and 8 July 2020 (to follow)

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.

Denise French, Parish Clerk
07759 212449
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8.2. To consider any new Enforcement matters.

9. Recreation Area

9.1. To consider feedback on the re-opening of the Recreation Area and discuss the measures to manage the re-opening.

9.2 To approve the Risk Assessment for the Recreation Area (attached). To note that the Chairman and RFO undertook an inspection of the Recreation Area on 2nd July prior to re-opening. Northwich Town Council will undertake their quarterly inspection later in July.

9.3. To approve the following –

(a) Payment to Northwich Town Council for 4 x Foamex “Distance” signs at a cost of £21.60

(b) Reimbursement to the Chairman of the following:

- £40 for additional signage for the Recreation Area
- £100.34 for sand, cement and flags for the Recreation Area
- A sum for glue for installing Buffalo Board at the Recreation Area and for Roundup weed control
- £15.99 for angle brackets for the picnic benches

10. Parish Council logo

10.1 To consider the design of a Parish Council logo and an appropriate budget for design work

11. Highways

11.1 Gateway signs – to receive an update on the Gateway signs

11.2 To consider correspondence from residents regarding speed issues in the village (attached) and discuss progress with setting up a Speed Watch initiative

12. Accounts and Financial Matters

12.1. To note the accounts for 30th June 2020 in Appendix 1

12.2. To approve the list of annual subscriptions as follows:

(i) Cheshire Association of Local Councils

(ii) Cheshire Community Action

(iii) Campaign for the Protection of Rural England

(iv) Mid Cheshire Footpath Society

(v) Society of Local Council Clerks – membership for the Clerk and the RFO

(vi) Information Commissioner's Office

12.3 To approve the purchase of a book "Local Councils' Administration" Charles Arnold Baker in the sum of around £160 as a reference book for the Clerk and RFO and to assist the Clerk in the Cilca qualification

12.4 To approve the payments list in Appendix 2.

12.5 To approve the Q1 budget report (attached)

12.6 To consider the report of the Internal Auditor and any recommendations from Finance Committee (attached)

12.7 Risk Assessment – to consider the Risk Assessment and any recommendations from Finance Committee (attached)

13. Website

To consider the report of the RFO on a website and the implications of the new Accessibility Regulations which come into force later in the year (attached)

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

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 or of a sensitive nature

15. Parish Council Annual Award

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

16. Protocol

To consider the draft protocol and agree a budget (to follow)

Date of next meeting

The next meeting of Comberbach Parish Council will be Tuesday 15th September at 7.15pm in Comberbach Memorial Hall.

Appendix 1 Accounts for 30th June 2020

Current account £20,582.92 Reserve £36,657.55

Cash book £20,582.92 Reconciliation: £0

Appendix 2 Payments

Item	Amount	Cheque	Power
Synchroprint – May CVN	£170.00	22651	LGA 1972 s 111
Northwich Town Council – swings/gate	£235.20	22652	LGA 1972 s 111
JDH Business Services – Int. Audit	£216.00	22653	LGA 1972 s 111
Cheshire Community Action - subs	£20.00	22654	LGA 1972 s 111
J Ryder – maintenance materials/signs	£221.07	22655	LGA 1972 s 111
Northwich Town Council – Covid signs	£21.60	22656	LGA 1972 s 111
S Penwill – stationery, paper, zoom	£113.95	22657	LGA 1972 s 111
CHALC – Subs 2020/21	£284.40	22658	LGA 1972 s 111
Information Commissioner - subs	£35.00	DD	LGA 1972 s 111

Pre Authorised Payments

Item	Amount	Cheque	Power
Prism Parfums – sanitiser (PAP2001)	£432.00	22648	LGA 1972 s 111
NBB Ltd – Picnic tables etc (PAP2002)	£4902.12	22649	LGA 1972 s 111
J Ryder – Buffalo boards (PAP2003)	£215.78	22650	LGA 1972 s 111

Appendix 3 Recent planning decisions by CW&C

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