

COMBERBACH PARISH COUNCIL

TUESDAY 2nd JULY 2019

Dear Councillor

You are summoned to attend the Meeting of Comberbach Parish Council to be held on Tuesday 2nd July 2019 at 7:15 pm at Comberbach Memorial Hall.



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 14th May 2019 (attached)

4. Progress reports and updates

4.1 To consider the letter from the Chief Executive of CWAC regarding the state of the roads in Comberbach (attached).

4.2 Operation London Bridge – to consider feedback from the chapel regarding any arrangements made in the event of the death of the monarch or a senior member of the Royal Family

4.3 Additional litter bins – CWAC have been requested to provide additional litter bins on Mather Drive and Senna Lane together with an additional bin at the corner of Warrington Road and Budworth Lane and any response will be updated at the meeting.

4.4 Village gateway signage – to receive an update from the Chairman.

5. Cheshire West and Chester Councillors' reports

To consider updates from CWAC Councillors.

6. Annual Audit 2018/19

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

6.1 Internal Audit – To note Internal Audit approval and action plan detailed on supporting paper. There are no immediate actions required, though the Risk Assessment will need update and approval this Financial Year. Other actions are RFO responsibility for year end 19/20.

6.2 External Audit – Note the period for the exercise of public rights to query the accounts is set from 24th June to 2nd August 2019 inclusive. The Annual Return has been submitted to the External Auditors and the audit is due to be completed after that period ends.

7. Communication with residents

(a) Further to the Annual Parish Meeting to consider how to progress:

- Providing suggestion boxes in the village
- Encouraging residents to comment on matters relevant to the village via social media
- Arranging an open meeting including date, time and venue.

(b) in the budget a sum was included for replacement noticeboards. To ask Finance Committee to look at options and costings.

8. Committee Membership – to appoint Councillor R Holt onto any Committees he wishes and consider and approve any other changes to Committee Membership

9. Planning

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

9.2. To consider any new Enforcement matters.

10. Recreation Area

10.1. Recreation Area Update – to consider a verbal update from the Chairman

10.2. To update on sponsorship of the pencil feature.

10.3 Keep Britain Tidy is having a “Love Parks Week” from 12 – 21 July – to consider if the Parish Council wants to take part in this campaign to celebrate local parks

<https://www.keepbritaintidy.org/get-involved/support-our-campaigns/love-parks-week>

11. Highways

None

12. Accounts and Financial Matters

12.1. To note the accounts for 31st May 2019 in Appendix 1

12.2. To approve the payments list in Appendix 2.

Denise French, Parish Clerk

07759 212449

parishderk@comberbach.com

12.3 To consider whether the Council wishes to respond to the letter from Minerva Arts (attached)

13. Representative Reports – to consider reports from the following:

- Parishioner issues from the open forum or from contacting the clerk
- Newsletter Group
- Comberbach Memorial Hall Bowling Club
- Fete Committee
- School

14. 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 - None

Date of next meeting

The next meeting of Comberbach Parish Council will be Tuesday 3rd September at 7.15pm in Comberbach Memorial Hall.

Appendix 1:

Financial statement : At 30th May 2019

Meeting date : 2nd July 2019

Total all balances : **£86,029.79**

Balances at date : 30-May-19

Current	Reserves
£43,357.82	£42,671.97

Bank Reconciliation:

Unpresented Cheques

Cheque No	Payee	Details	TOTAL COST
22567	Chesh Comm Dev Trust	Payroll admin	£312.00
22569	Jacksons Marquee Hire	Fete deposit	£424.80
22570	HMRC	Tax	£244.20
22572	SLCC	Subs	£63.00
22578	CHALC	Subs	£284.40
22579	MCFS	Subs	£8.00
22580	Chesh Comm Action	BKV entry	£45.00
22581	Chesh Comm Action	Subs	£20.00
22584	Starboard System (Scribe)	Software license	£231.30
22585	Bounceback	Resurfacing	£26,409.60
Total			£28,042.30

Denise French, Parish Clerk

07759 212449

parishderk@comberbach.com

Appendix 2:

Pre-Authorised Payments since last meeting date

Cheque No	Payee	Details	TOTAL COST	POWER
22581	Shane Ross	Grounds maintenance	£600.00	LGA 1972 s 111
22582	Cheshire Community Action	Subscription	£20.00	LGA 1972 s 111
22583	Zurich Municipal	Insurance premium	£729.94	LGA 1972 s 111
22584	Starboard Systems Ltd (Scribe)	Software license	£231.30	LGA 1972 s 111
22585	Bounceback Safety Surfaces Ltd	Resurface wet pour	£26,409.60	LGA 1972 s 111
22586	Rankin Graphics Ltd	Printing	£182.00	LGA 1972 s 111

Items for payment

Cheque No	Payee	Details	TOTAL COST	POWER
22587	Hotribs	Software license	£7.99	LGA 1972 s 111
22588	Jacksons Marquee Hire Ltd	Marquee hire	£1,274.40	LGA 1972 s 111
22589	JDH Business Services Ltd	audit fee	£173.40	LGA 1972 s 111
22590	Chesh Assn of Local Councils	Training course	£40.00	LGA 1972 s 111
22591	J Ryder	Trophy for fete	£22.85	LGA 1972 s 137

Receipts since last meeting: 01/04/2019 to 30/05/2019

Payee	Details	TOTAL AMOUNT
HMRC	VAT refund	£154.07
HMRC	VAT refund	£1,228.63
Supercruise Computers	CVN Advertising 19/20	£60.00
Village Gardeners	CVN advertising 18/19	£10.00
Village Gardeners	CVN Advertising 19/20	£60.00
Cheshire West & Chester	Precept	£21,895.00
Nigel Moores Plumbing	CVN Advertising 19/20	£60.00
M C Chauffeur Services	CVN Advertising 19/20	£60.00
John Eaton - Handyman	CVN Advertising 19/20	£60.00
Antrobus New Look	CVN Advertising 19/20	£60.00
K Hodgkinson Builder	CVN Advertising 19/20	£60.00
Percys Autos	CVN Advertising 19/20	£60.00
Total Receipts		£23,767.70

Appendix 3 Recent planning decisions by CW&C

Planning application	Decision by CWAC
18/04275/OUT - land adjacent 18 Senna Lane, construction of detached dwelling	Refused
19/00663/FUL - demolition of existing garage and erection of single storey side extension, 2 Holly Bank Cottages	Approved
19/01037/TPO - removal of alder tree, 8 Foxlea	Pending
19/01029/FUL - single storey side extension with links to garage, 19 Goosebrook Close	Pending
19/01511/FUL - Change of use from agricultural barn to 3No holiday let, Ivy Lodge Farm	Pending
19/01670/FUL - removal of existing tile hung cladding and replacement with render - 8 Barrymore Crescent	Pending
19/01720/FUL - Internal alterations and first floor extension, 1 Hough Lane Cottages	Pending
19/01660/FUL - Removal of existing tile hung cladding and replacement with render, 6 Barrymore Crescent	Pending
19/01832/FUL - Single storey side and rear extension and creation of first floor, 31 Senna Lane	Pending
19/02204/FUL - Erection of greenhouse/summer room and garden shed (Retrospective), Comberbach Hall Cottage	Pending