



# MINUTES OF THE MEETING OF HIGHER HURDSFIELD PARISH COUNCIL

HELD ON THURSDAY 30th May 2024 at 6pm AT THE HOLY TRINITY CHURCH, HURDSFIELD ROAD, MACCLESFIELD.

ALL MEMBERS OF THE COUNCIL WERE SUMMONED TO ATTEND.

MEMBERS OF THE PUBLIC & PRESS WERE CORDIALLY INVITED TO ATTEND.

## 1. WELCOME AND INTRODUCTIONS

Parish councillors as per minute note 2 and local councillors

## 2. DECLARATION OF ACCEPTANCE OF OFFICE

All members with exception of Debbie Grindrod signed the Declaration of Acceptance office agreeing to abide by the code of conduct and these were witnessed by the Clerk & RFO.

Agreement for Debbie Grindrod to sign at the next meeting was unanimously accepted.

Members signing on the evening were: A Owens, A Broadhurst, P Torr, N McArthur, C Fleming

## 3. TO ELECT THE CHAIRMAN OF THE COUNCIL AND TO RECEIVE THE CHAIRMAN'S SIGNED DECLARATION OF ACCEPTANCE OF OFFICE

Andrew Broadhurst was unanimously elected as Chairman and duly signed the declaration.

Proposal made by Ciaran Fleming and seconded by Amber Owens.

## 4. TO ELECT THE VICE-CHAIRMAN AND TO RECEIVE THE VICE-CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

Ciaran Fleming was unanimously elected as Vice-Chairman and duly signed the declaration.

Proposal made by Andrew Broadhurst and seconded by Neil McArthur.

## 5. TO ELECT MEMBERS OF THE PLANNING COMMITTEE

Ciaran Fleming, Peter Torr and Paul Keep were duly elected as members of the Planning Committee, with Ciaran Fleming elected as Chairman.

Proposal made by Andrew Broadhurst and seconded by Amber Owens.

## 6. TO RECEIVE APOLOGIES FOR ABSENCE

The Apology received from Debbie Grindrod was unanimously accepted by resolution.

**7. TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS**

None received.

**8. PUBLIC FORUM**

No members of the public attended the meeting.

**9. MINUTES OF THE LAST MEETING HELD ON THE 30 APRIL 2024**

**TO BE APPROVED**

Approved.

**10. TO CONSIDER PAYMENTS OF ANY ANNUAL SUBSCRIPTIONS**

**a. Society of Local Council Clerks - approved**

£112.00- cheque number 000971 dated 30 May 2024

**b. ICO-Information Commissioners Office - approved**

£40.00- cheque number 000969 dated 30 May 2024

**c. Norton computer software – approved expenditure**

Approved payment yet to be arranged – July meeting c/f - Clerk to arrange

**d. Fasthost domain rental – approved expenditure**

Approved payment yet to be arranged – July meeting c/f

**11. AUTHORISATION OF PAYMENT OF ACCOUNTS**

a. SLCC Renewal £112.00 cheque 000971

Signed by Andrew Broadhurst & Neil McCarthur at meeting

b. ICO Renewal £40.00 cheque 000969

Signed by Andrew Broadhurst & Neil McCarthur outside of meeting

c. Norton Renewal – to be paid on line and reimbursed July 2024 meeting – Clerk to arrange

d. Fasthosts Domain Renewal £73.20 cheque 000968

Cheque made out but may have to cancel it.

e. A. Broadhurst expenses £29.49 cheque 000970

**12. TO REVIEW AND APPROVE THE FOLLOWING:**

**a. FINANCIAL REGULATIONS**

No changes - approved.

**b. RISK ASSESSMENT & INTERNAL CONTROL PROCEDURES**

No changes - approved.

**c. FIXED ASSET REGISTER**

Reviewed at meeting on February 29<sup>th</sup> 2024.

**d. INSURANCE POLICY**

*ASB*

Reviewed at meeting on February 29<sup>th</sup> 2024.

**e. CLERK'S CONTRACT OF EMPLOYMENT, SALARY & EXPENSES**

Agreed unanimously and to be finalized and set up with regards HMRC.

**13. CLERK TO GIVE AN UPDATE ON THE FOLLOWING**

**a. CURRENT BANK BALANCE:** £6756.14 as at 03 May 2024

**b. General**

**c. Discussion Parish Council accounts moving online** – cf to next meeting

– Clerk to research and bring details to next meeting in July 2024

**14. ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN**

**2023/2024, RECEIVE AND NOTE THE ANNUAL INTERNAL AUDIT REPORT, TO BE REVIEWED AND APPROVED AND SIGNED BY THE COUNCIL WHERE APPLICABLE:**

**- EXAMINATION, EXPLANATIONS AND APPROVAL OF: -**

Wetransfer facility from auditor to upload info in June 2024 before deadline.

**- SECTION 1 – ANNUAL GOVERNANCE STATEMENT 2023/2024**

The items on the statement were read out by the Clerk to the Councillors and the statement completed and signed by the Chairman and Clerk/RFO.

**- SECTION 2 - ACCOUNTING STATEMENT 2023/2024**

See item regarding Variance Explanations below.

**- VARIANCE EXPLANATIONS, BANK RECONCILIATION, ACCOUNTING STATEMENTS**

Variance explanations, Bank Reconciliation & Accounting Statements.

These documents were examined and approved by the Council.

The Statement was signed by the Chairman and Clerk & RFO.

**Documents to be posted on the website.**

**- THE CERTIFICATE OF EXEMPTION**

The figures and details were agreed and signed by the Chairman and RFO.

**- NOTICE OF THE PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS**

This will be displayed on the notice boards and posted on our website. Date of announcement on or before the Sunday 14th July 2024, commencing on the 13th July 2024 and ending on Friday 19th July 2024.

## **15. GENERAL DATA PROTECTION REGULATION (GDPR)**

We meet with the requirements of the GDPR via ICO membership and comply with their regulations via their policies.

## **16. CO-OPTING A NEW COUNCILLOR**

Discussions ongoing and to be carried forward to the next meeting.

## **17. MINUTES OF THE LAST MEETING HELD**

Minutes of the 30 April 2024 meeting were approved and signed by the Chairman.

## **18. TO CONSIDER & COMMENT ON PLANNING APPLICATIONS, DECISIONS, ENFORCEMENTS AND APPEALS.**

### **a. 20/2743M The George & Dragon Public House.**

We await the court case on July 1st.

### **b. 23/00482E Erection of a shed.**

No news from CEC.

## **19 TO REVIEW AND DISTRIBUTE CORRESPONDENCE.**

Cheshire East sent out a speed camera survey asking for numbers of SIDS in operation and their locations and the costs involved in erecting and licensing them.

## **20. PCSO LORCAN CANNARD REPORT.**

05/04 – Highway disruption: vehicle parked opposite junction on Roewood Lane. Frequent patrols in the area and Fixed Penalty Notice's issued.

11/04 – Road related offence: Caller reporting someone has crashed into her parked car 20 mins ago and drove off erratically with a flat tyre and smoke coming out of the car. Witness noticed the car had set on fire heading up towards Cliff Lane. Police requesting footage to investigate further.

## **21. CLIFF LANE – working committee to update at next meeting**

a. Damaged wall.

b. Flooding and pot holes.

## **22. ROEWOOD LANE / RAINOW ROAD.**

a. Vehicle collision damage to wall & signage.

Wall has been hit again with more damage.

## **23. WELL LANE – working committee to update at next meeting**

a. Large vehicles damaging walls and road surfaces Ref. 3452223.

b. No entry / weight limit signs requested.

Four more large artics have recently tried to negotiate the lane. K Edwards along with residents have written again to CEC in the stern tones suggesting need for better signage.

**24.CHANGING PARISH BOUNDARIES**

Proposals to be received in July.

**25. DEFIBRILLATOR**

Battery needs replacing, Powerheart G5, from Defib Store Unit 1 Tideswell Business Park  
Whitecross Road, Tideswell Buxton, Derbyshire SK17 8NY United Kingdom. Cost £336 inc. vat.

Expense authorized and to be arranged before next meeting by Clerk.

**26. DATE OF THE NEXT MEETING.**

July 25th 2024 6pm

Holy Trinity Church, Hurdsfield Road, Macclesfield

**The Chairman thanked all councillors for their work and meeting was closed.**

**Minutes issued by Clerk and Responsible Financial Officer**

A handwritten signature in blue ink, appearing to be 'A. B. T.', located in the bottom right corner of the page.