

Mollington Parish Council

COUNCIL SUMMONS

Dear Member

You are HEREBY SUMMONED to attend a Virtual Meeting of the Parish Council to be held on Tuesday 19 May 2020 at **7.00pm** by Zoom Video Conferencing for the purpose of transacting the business set out on the agenda below.



13 May 2020

Members of the public and the press are welcome to attend for the "Part 1" section of the agenda. Any reports in "Part 2" contain confidential information and only Councillors and the Parish Clerk can be present. If you have any general enquiries about the meeting, please contact Pauline English, Clerk to the Parish Council (Tel: 0151 339 1405, Mob: 07890 140412, email: engy02@ntlworld.com)

AGENDA

1 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

To receive apologies for absence from the meeting and to note any declarations of interest in items on the agenda

2 OPEN FORUM

Members of the public to be invited to join the meeting to raise any issues relating to the parish

3 MINUTES

The minutes of the meeting held on 10 March 2020 have been circulated to all Councillors prior to the meeting and have been confirmed by email as a correct record

4 ITEMS TO BE DEFERRED TO A FUTURE MEETING

Item	Defer Until
Chairman and Vice-Chairman	May 2021
Annual Parish Meeting	May 2021
Representation on Outside Bodies	May 2021
Policies and Procedures	May 2021
Audit (see below)	July 2020

5 ITEMS FOR APPROVAL

1	Delegation of urgent decisions to the Parish Clerk in consultation with the Chairman and one other Councillor
2	Renewal of the Parish Council's insurance policy with Ecclesiastical at a price of £168 + £50 administration, a total of £218, which is the same as last year.
3	Receipt of Agenda and Supporting Documents by Email
4	Confirmation of approval to appoint Bob Hadfield to build a new website for the Parish Council at a cost of

6 FINANCIAL YEAR END

- (1) **Internal Audit:** Having lost the services of Dotty about Accounts as the Parish Council's Internal Auditor, John Edwards (who is the internal auditor for Lea and Backford Parish Councils) has been approached and has agreed to take on Mollington as well. The SLCC have advised that, where possible, the internal audit should be completed by email, post, file sharing or teleconferencing rather than a physical audit and John has agreed that this can be achieved. Instructions are awaited from him.
- (2) **External Audit:** Due to the ongoing issues surrounding the coronavirus, advice regarding the completion of the external audit has been subject to frequent changes, but the overriding advice is that the audit process has been put back by two months with final completion currently being required by 30 November 2020. This may change if the lockdown is not lifted. Initially it was advised that the Annual Governance Statement had to be completed at a 'live' meeting but this advice has now been amended so that the contents of the AGAR forms can now be completed and approved at a virtual meeting and a copy signed by the Chairman and then sent to the Clerk for signature before being uploaded onto the website. Further advice is awaited but this matter should be provisionally scheduled for the next meeting (July?).

7 UPDATE REPORTS

To receive reports on the following matters where these are available:

- Village Hall
- B4RN
- Speed Limits
- Village Gateways
- Tree Survey

8 PLANNING

(1) Applications received for comment

Application No.	Application details	Deadline for response
20/00988/FUL	Erection of part two storey, part single storey side extension including front porch, side pergola and rear canopy, elevational changes and remodelling to house and garage, widening of existing vehicular access and construction of gates to entrance at Taquaral, Well Lane, Mollington, Chester, Cheshire CH1 6LD No objections submitted but observations were made that the proposed cover areas to the rear of the garage housing the recycling/waste bins appear to be very close to the tree marked 'TE12' which is located on the boundary with the neighbouring property. The corner supporting column would seem to be within 1m of the tree and there is likely to be considerable opportunity for regrettable damage to occur. It is highly probable that the tree in question is providing valuable screening for the neighbouring property, so if this could be looked at it would be much appreciated.	30 April 2020
20/01430/FUL	Change of use of barns into hydro-therapy pool, gymnasium and annexe flat for use in connection with the new dwelling at Elm Farm, Townfield Lane, Mollington, Chester CH1 6NJ	29 May 2020
20/01411/FUL	Two storey rear and side and single storey rear and side extensions and porch at Willow Brook House, Well Lane, Mollington, Chester CH1 6LD	29 May 2020

(2) CWaC's planning portal is currently unavailable.

9 FINANCE

(1) Payments made since the last meeting:

30.03.20	SO	Amenity Cleaner-wages March	182.00
30.03.20	SO	Parish Clerk-salary March	139.46
31.03.20	Bank	Service Charge	18.00
01.04.20	DD	1&1 website hosting monthly fee	7.19
02.04.20	BACS	Backford Parish Council-share of Members Budget grant	346.00
09.04.20	BACS	Cheshire West & Chester Council – Field Licence fee	300.00
28.04.20	SO	Amenity Cleaner-wages April	193.44
28.04.20	SO	Parish Clerk-salary April	142.27
01.05.20	DD	1&1 website hosting monthly fee	7.19

(2) Receipts

14.04.20	Cheshire West & Chester Council – Precept	8,000.00
21.04.20	HMRC Repayment of VAT	320.85

(3) Balance at 13 May 2020 £15,769.18 (including £3,355 to be paid in grant to the Village Hall)

(4) Approval to the use of BACS payments: The Legislative Reform (Payments by Parish Councils, Community Councils and Charter Trustees) Order 2014 provided the opportunity for Parish Councils to make payments by BACS transfer provided such payments are authorised by the Parish Council. The Parish Council has been using this method of payment very successfully since the Order was made and it is the preferred option for many organisations. It is recommended that payment by BACS should be continued in 2020-21.

10 MEETINGS IN 2020-21

Until the lockdown is lifted and further advice is received on the ability of local councils to hold physical meetings, all meetings will be 'virtual' and will be held by use of Zoom Video Conferencing. Proposed dates for meetings in 2020/21 are:

2020

7 July 2020
1 September 2020
3 November 2020

2021

5 January 2021
2 March 2021
4 May 2021