

SWETTENHAM PARISH COUNCIL
Minutes of the virtual meeting of the Parish Council held on
20th July 2020 using zoom.us

Present:	Councillors Andow, Kirk, and Martin; Clerk & RFO, Mrs P Sturrock							
Item	Detail	Action						
1	Apologies: Cllrs Shaw and Keen							
2	Declaration of interest: None							
3	<p>Minutes of the Annual Meeting of the Parish and the Annual Meeting of the Council both held on 18 May 2020 The minutes of the annual meeting of the Parish held on 18 May were accepted.</p> <p style="text-align: right;">Proposed: Cllr Kirk Seconded: Cllr Martin Carried Unanimously</p> <p>The minutes of the annual meeting of the Parish Council held on 18 May were accepted</p> <p style="text-align: right;">Proposed: Cllr Andow Seconded: Cllr Kirk Carried Unanimously</p>							
4	Public Forum: There were no questions from members of the public.							
5	Matters Arising: The Clerk reported that the Minutes posted on the Noticeboard have been removed following the last 4 meetings. The Swettenham Club is not yet taking bookings for functions due to using the function room to increase the space between tables and chairs in the bar area.							
6	<p>Finance:</p> <p>a. Finance Report to July 2020 The RFO had produced a financial report for the period to 20 July 2020 After taking in to account the payments on the Agenda the Current Account stands at £4783.98 and the Reserve Account at £2034.74. In July the bank only paid £0.02 in interest on the Reserve Account compared to £0.35 the month before. The Council has also received a VAT refund of £192.33 to 31st May 2020.</p> <p>b. Annual Return. The clerk reported that the AGAR Part 2 incorporating the Internal Audit Report, the Annual Governance Statement and Annual Accounting Statements had been submitted to the external auditors on the 24th May with a Certificate of Exemption that no review was to be performed. On the same day the Clerk & RFO had received an email confirming that the Form had been received and logged. The email also stated that, unless the auditors receive any correspondence from local electors during the period of exercise of public rights, there will be no further communication from them. The period of exercise of public rights runs from 15th June until 24th July. To date the Clerk has not been advised that any correspondence has been raised and has not received any request for information from local electors.</p> <p>c. Financial Regulations and Asset Maintenance A discussion took place which came to the conclusion that amendments to the Financial Regulations were not required. It was resolved to approve the Financial Regulations</p> <p style="text-align: right;">Proposed: Cllr Andow Seconded: Cllr Martin Carried unanimously</p> <p>The inspection of the assets of the Parish Council was reviewed. The Clerk reported that the laptop, printer and laminator were all still in good working order.</p> <p>d. Payments</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">a. Clerk & RFO June July – salary -</td> <td style="text-align: right;">£366.42</td> </tr> <tr> <td>b. Clerk – website staffing costs June July</td> <td style="text-align: right;"><u>£63.42</u></td> </tr> <tr> <td></td> <td style="text-align: right;"><u>£429.84</u></td> </tr> </table> <p style="text-align: center;">All payments approved</p> <p style="text-align: right;">Proposed: Cllr Andow Seconded: Cllr Kirk Carried unanimously</p>	a. Clerk & RFO June July – salary -	£366.42	b. Clerk – website staffing costs June July	<u>£63.42</u>		<u>£429.84</u>	Clerk
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7	<p>Cemetery & War Memorial</p> <p>a) Cllr Andow gave a report of his meeting with Alison Nicholls from Peak Associates and Cllr Keen at the cemetery on 9th June. Ms Nicholls recommended digging a trench down the centre of the cemetery, filling the bottom with hardcore and then laying the drain on top which would then act as a soakaway. Her opinion was that the soil structure was part of the problem so that the hardcore may help. Her opinion was that no planning permission was necessary and that there was no requirement to consult neighbours. She asked Cllr Andow to dig a hole at least 5 ft deep and she would then come back to the cemetery to take a water sample for testing for contamination. At present the water table is too low to obtain a sample and Cllr Andow said he would increase the depth of the hole. Ms Nicholls also said she would contact Owen Beddows of the Cheshire East flood management team to discuss tapping in to the main drain in the road. The roadside drains outside the cemetery have been repaired by Cheshire East. A resident had complained about the hedges around the cemetery but these cannot be cut at this time of year because of nesting birds. The grass in the cemetery was cut last week.</p> <p>b) No applications for memorials have been received</p>	Cllr Andow						

Signed..... Roy Andow Chairman

20/07/20

8	<p>Highways Maintenance & Footpaths/Bridlepaths</p> <p>No work has yet been done on the road collapse on Sandy Lane. Apparently the case has been referred to the audit division at Cheshire East because of the projected costs. The road is also breaking up in the centre of the carriageway on the part of Sandy Lane leading to Congleton Road. No other road repairs have been carried out in the parish. The sinkhole in the verge on the lane connecting Congleton Road with Messuage Lane has not been dealt with. The dead tree near the bridge at Daffodil Dell has not been removed and the Clerk agreed to contact Richard Cooper at CEC about it.</p> <p>No further mention has been made about the gritting programme and Cllr Kirk said she would keep an eye out for notification. Cheshire East said they would notify Parish Councils when the programme had been finally agreed.</p>	Clerk Cllr Kirk
9	<p>Planning</p> <p>a. Planning Application No 20/2674C and 20/2675C in respect of a single storey rear extension at The Saddlery, The Courtyard, Swettenham</p> <p>Following a discussion, it was resolved that the Parish Council had no comments to make on this application.</p> <p style="text-align: right;">Proposed: Cllr Andow Seconded: Cllr Martin Carried unanimously</p>	
10	<p>Correspondence.</p> <p>Correspondence, received since the date of the last meeting, appended to these minutes (but not displayed on the notice board), was noted by the Council.</p>	
	<p>Date of next meeting. Resolved: to note the date of the next scheduled council meeting as Monday 21 September 2020 which will commence at 7:30pm on Zoom. This meeting date is one week later than the date in the Calendar of meetings set at the Annual Meeting.</p>	

Signed..... Roy Andow Chairman

20/07/20