

Minutes of the Meeting of Bradwall Parish Council

Wednesday 22nd May 2024 8:00pm

Old Hall, Sandbach

PRESENT:

Cllr. G. Gnyp – Chairman BPC
 Cllr M. Acton – Vice Chair BPC
 Cllr. E. Gnyp – BPC
 Cllr. R. Smedley – BPC
 Cllr. S Beck BPC

Public In Attendance: None

Apologies for absence

Cllr. M Ollier – BPC

Absent

Cllr John Wray

1. Clerk/RFO

Due to the vacant Clerks position- Cllr. M. Acton recorded the AGM meeting minutes.

2. To receive any Declaration of Interests regarding agenda items

None

3. To approve minutes of the meeting held on Wednesday 13th March 2024

Proposed by Cllr. R. Smedley and seconded by Cllr. S. Beck.

Approved by BPC.

4. To discuss matters/outstanding actions arising from previous meetings

Matter	Notes	ACT
Bradwall Village Hall - regarding funds held by the charity commission	Contact the charity commission to determine the current status	New Clerk
Defibrillator	Contact Bradwall Bakehouse regarding the removal of the Defibrillator and organise re-siting at Hollins Green. GG confirmed defibrillator is not available on the circuit On hold more pressing matters	GG
Natwest Online Banking	To investigate this possibility, Natwest offer a suitable account "Bankline for Community's", unfortunately this is currently not accepting new applications from existing customers. Natwest are still not accepting applications from current customers. When time permits Unity Trust Bank needs to be investigated, being used by other Parish Councils	GG
BPC accounts	To separate Community benefit funds from council funds in the accounts Done	GG
Condition of Wood Lane	BPC to send correspondence to Highways. MA Completed and mailed report. Reply received Enquiry Reference 2554099 . Status to be monitored - on going matter	MA

Current account	Includes £4,697.97 VAT reclaimed from the invoice for the Path, this sum is to be moved to the community benefit fund. Done	GG
Advertise vacant clerk position		EG
Advertise clerk position with Chalco	Amend advert and readvertise	MA
Year end accounts and audit	Full audit required due to spend over £25k, help is required to complete. Agreed to Contract external services as required (Approx 8 hours @ £15/hour) Proposed by Cllr. R. Smedley and seconded by Cllr. S.Beck. Approved by BPC.	GG

a) Finance

To receive the Balance Sheet.

Account Balances

Date	Account	Account No.	Amount	Notes
17/04/2024	Current Account68	£2501.03	
28/03/2024	Reserve Account72	£156.28	
04/03/2024	Community Benefit Fund90	£7492.01	

b) Payments approved.

<u>Payee Ref No</u>	<u>Payee</u>	<u>Notes/ Invoice Ref</u>	<u>Amount</u>
428	G Gnyp	TSO website hosting and postage agreed previous meeting	£64.81 PAID
429	BPC Community Benefit Fund	VAT account transfer agreed at previous meeting	£4697.97 PAID
430	Zurich Insurance	Renewal date 01/06/2024	£196.00
10	Mike Acton	No cycling signs.	£62.66
432	Chalc	Membership	£59.66

2023/2024 Year end accounts

2023/2024 accounts attached for approval. Approved by full council.

We are in contact with Amanda Riley (Pickmere Parish Council) who is prepared to help us with our year end and audit requirements. Currently we will probably fail the audit with PKF Littlejohn but Amanda is happy to work with us to rectify the situation. Amanda has quoted on a contracting basis for 8hrs work at £15/hour, agreement of cost proposed by Cllr. G. Gnyp and seconded by Cllr. S. Beck.

Approved by BPC.

The deadline for submission of audit paperwork is 30th June (an extension may be given to 31st July), Amanda is meeting with Helen on 4/6/2024 to undertake the internal audit. We need to have an extraordinary council meeting after 17th June to agree and sign off the audit paperwork.

AGREED DATE: Thursday 20th June, 8pm Old Hall, meeting room booked.

The cost of the external audit should be £200.

Website;

The current website is compromised and can only be easily accessed by a link, there are some issues with email folders, very little help is being received by TSO host, - the site requires a security package which they do not provide but suggest buying one from Go Daddy.

Current annual cost £126.99

Current cost plus security £306.87

Transfer site to Go Daddy £287.74

It is strongly recommended that Councils use .gov.uk domains and email addresses, this will become mandatory at some point. These domains are tightly controlled and hosting companies need to be registered with the government. It is proposed that we move the hosting and website to a service which specialises in Parish Councils. A quote from Parish on Line is £315 plus VAT (£398)/ year. First year with £100 grant at £215 plus VAT. This should give a professional website being kept up to date with the latest legislation. There are other providers, GG has asked Mike A whether he can take up the project to investigate providers for best value etc. and go ahead with the transition. Propose at this meeting that we go ahead based on these costs or less with a provider which best fits. If this is undertaken quickly we may have a website up and running in time for the external audit.

Proposed by Cllr. R. Smedley and seconded by Cllr. S. Beck.

Approved by BPC.

c) Clerks' salary

Increase of Clerks Salary, propose £15.00/hour

Proposed by Cllr. R. Smedley and seconded by Cllr. M. Acton

Approved by BPC.

The current years budget has been considered to ensure the increased costs can be accommodated. At the end of the financial year 2025 there will be an estimated balance of £670, a loan from the CBF maybe required during the financial year to help with cash flow. The next precept will need to increase to at least £3000 from £1990 a 50% increase which represents an additional £6.25 per head in Council tax for Bradwall. This precept is in line with other local Parish Councils in the area.

Approved by all councillors.

5. Planning Matters

Ref	Proposal	Location	Status	Decision	Date registered	Date decided	Date for comments
23/1294C	Change of use and conversion of part of redundant agricultural building into one dwelling house	HOME FARM, BRADWALL ROAD, BRADWALL, CW11 1RG	Registered with Case Officer	Unknown	03/04/2023	Unknown	
22/3244C	Change of use of land for Showmans Yard with facilitating development (hardstanding, fencing, septic tank) retrospective	FAIRACRE, EAST BOOTH LANE, MOSTON, CW11 3PU	Registered with Case Officer	Unknown	15/08/2022	Unknown	
21/5202C	Change of Use of field to allow touring caravan pitches including associated hardstanding	Fields Farm, 150B, CONGLETON ROAD, SANDBACH, CW11 4TE	Registered with Case Officer	Unknown	08/10/2021	Unknown	
24/0112D	Various discharges of conditions on application 09/2083C	Land At Former Albion Chemical Works, BOOTH LANE, MOSTON, CHESHIRE	Registered with Case Officer	Unknown	11/01/2024	Unknown	8/2/2024
23/4780C	Two storey extension to rear of property	WOOD LANE FARM COTTAGE, WOOD LANE, BRADWALL, MIDDLEWICH, CHESHIRE, CW10 0LA	Registered with Case Officer	Unknown	23/01/2024	Unknown	4/3/2024
24/1189C	Retrospective application (in part) for change of use of Village Hall and regularise mixed use of the building.	BRADWALL VILLAGE HALL, BRADWALL ROAD, BRADWALL, CW11 1RG	Registered with Case Officer	Unknown	27/03/2024	Unknown	24/1189C
24/0904C	Extension and refurbishment of 2no. cottages, including the demolition of an existing porch to no.2	1 & 2 Manor Cottage, PILLAR BOX LANE, BRADWALL, CW11 1RE	Registered with Case Officer	Unknown	08/03/2024	Unknown	24/0904C

6. Correspondence Received

Various relevant correspondence sent to Councillors by email.

7. To agree Dates of Next Meetings:

Thursday 20th June 2024 8pm Old Hall (room booked)

Wednesday 24th July 2024 8pm Old Hall (room booked)

Wednesday 18th September 2024 8pm Old Hall (room booked)

Wednesday 20th November 2024 8pm Old Hall (room booked)

The meeting closed at 9.15pm