

Bradwall Parish Council

Parish Council Meeting
to be held at 8.00pm on Wednesday 15th January 2025
at The Old Hall, Sandbach

Members of the Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out in the agenda.

Signed: *A Riley*

Clerk to the Council

Agenda

1. Welcome and introductions
2. Apologies for absence
3. To receive any Declaration of Interests regarding agenda items
4. Procedural Matters
 - 4.1 To approve and agree the minutes of the ordinary meeting held on Wednesday 20th November 2024
 - 4.2 Matters arising from the minutes
5. Public Forum – Members of the public may normally ask a question or make a comment regarding any item that is on the agenda. A total of 15 minutes in all may be allocated. The decision on the time allocated to each topic rests with the meeting chairperson. Advice as to other means of raising matters with the Parish Council or commenting can be obtained from the Clerk).
6. Councillor Vacancy
To consider co-option for a casual vacancy.
7. Community Benefit Fund
To discuss the Community Benefit Fund and to agree the draft policy for grants. Appendix 2.
8. Internal Audit
To agree to appoint Ms H Barker as the internal auditor for 2024/25 at a cost of £100.00.
9. To discuss matters/outstanding actions arising from previous meetings
To refer to appendix 1 and receive feedback on any outstanding items.

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10. Finance

10.1 Bank Reconciliation

Balances from Previous Minutes:		14,669.59
Income:	Precept	0.00
	Interest	3.21
Expenditure		492.60
Closing Balance		14,180.20
09/01/24	PC savings (9911)	1,503.21
09/01/24	PC current. (6244)	391.83
09/01/24	CBF (9908)	0.40
25/06/24	Community Benefit Fund	12,284.76
		14,180.20

Figures in red are Community Benefit Fund Monies which are grant monies earmarked for specific projects.

Details in appendix 3.

10.2 Payments for Approval

To resolve to pay Defib Warehouse £125.99 (£104.99 + £21.00 VAT) to supply batteries and a preparation kit.

Reimbursement to be made to Cllr G Gynp.

10.3 Election Charges

To note that Cheshire East Council have confirmed a cost of £113.40 for Bradwall Parish Council in the event of a contested election in 2027.

11. Planning

11.1 New Planning Applications for Consideration

Click on application number for link to Cheshire East website.

No new applications.

11.2 Current Outstanding Applications

To note outstanding applications.

Reference and Location	Proposal	Status	Registered	Decided
23/1294C Home Farm Bradwall Road CW11 1RG	Change of use and conversion of part of redundant agricultural building into one dwelling house	With case officer	3 April 2023	No
22/3244C Fairacre East Booth Lane CW11 3PU	Change of use of land for Showman's Yard with facilitating development	With case officer	15 Aug 2022	No
21/5202C Field Farm	Change of use of field to allow touring caravan pitches, inc	With case officer	8/10/2021	No

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150b Congleton Rd CW11 4TE	associated hard standing			
24/0112D Land at former Albion Chemical Works, Booth Lane, Moston	Discharge of conditions	With case officer	11/01/24 Decision 20/12/2024	Part approved Part Refused

12. Additional Items

To consider items that may have arisen between the publishing of the agenda and the meeting.

13. To agree dates of the next meetings

Wednesday 12th March 2025 8.00pm Old Hall – Ordinary Meeting

Wednesday 14th May 2023 8.00pm Old Hall – Annual Parish Meeting

Wednesday 14th May 2025 8.10pm Old Hall – Annual Meeting of the Parish Council

Wednesday 9th July 2025 8.00pm Old Hall – Ordinary Meeting

Wednesday 10th September 8.00pm Old Hall – Ordinary Meeting

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Appendix 1

Matter	Notes	ACT
Bradwall Village Hall - regarding funds held by the charity commission	Clerk has contacted Charity Commission to request governance documents for Bradwall Village Hall Charity to ascertain where any monies held have been distributed.	Clerk
Defibrillator	Update from Cllr G Gynp	GG
Natwest Online Banking	Cllr G Gynp in process of closing NatWest bank accounts. All monies will be held in Unity Trust,	Clerk
Condition of Roads – Bradwall Parish Area.	Clerk to continue reporting.	Clerk
Website and emails	Old emails and website are no longer accessible.	EG
Clerk headshot to be taken and uploaded to the website	The Clerk to provide a headshot for MA to upload.	MA Clerk
Damage to road signs	Ongoing	
Projects for the CBF	Taken under item 7	Clerk

Appendix 2

Draft Community Benefit Fund Allocation Policy – December 2024

Background

1. Bradwall Parish Council receives a payment from the operators of a solar farm based within its parish, the amount received varies according to amount of electricity the farm produces. The payment is set aside in a Community Benefit Fund (CBF) and is used to support activities and projects which benefit the residents of the Parish.
2. The purpose of this policy is to give guidelines as to how the CBF is allocated.
3. Payments from the fund are normally either made and managed by the Parish Council for such items as kissing gates, signage etc. or to third party organisations through a grant.

Residents

4. The Council welcomes all ideas for projects or activities directly from residents of the Parish which will benefit the Parish. All ideas should be sent to the Parish Clerk, contact details can be found on the Council's website.
5. All submitted ideas will be considered at the next full council meeting

Grant Policy

6. The council can award grants, at its discretion, to community organisations and activities which contribute constructively to the life and wellbeing of some or all of the residents within the parish. For example:
 - Providing a service
 - Enhancing the quality of life
 - Improving recreation and /or sports facilities
 - Improving the environment
 - Promoting the parish in a positive way
7. The parish council will consider applications for grants from not-for-profit community organisations/groups or charitable organisations that can demonstrate that the funding will substantially benefit residents of the parish.
8. Each year the parish council will agree an annual budget for the award of grants as part of its annual budget setting process.
9. All applications for grant funding must be submitted directly to the Parish Clerk. Applications will be considered at the next full council meeting.
10. The council may increase or decrease the budget provision for the award of grants should its funding position change during any year.
11. To qualify for an award the applicant must be able to demonstrate:
 - That there is a need for the activity or project to be funded
 - That funding will benefit the parish or residents of the parish

- That it does not discriminate on grounds of racial origin gender, disability and political or religious persuasion.

10. The council will not fund:

- Private Individuals
- Political Parties
- Religious organisation unless a clear benefit to the community can be demonstrated irrespective of religious beliefs.
- National organisations except where it can be demonstrated that the funding will substantially benefit residents of the parish.
- Purposes for which there is a statutory duty upon other local or central government departments to fund or provide.

Grant application and award process

11. Any application for funding must be made using the appropriate application form.
12. Application forms are obtainable from the Parish Clerk or can be downloaded from the council's website.
13. On receipt, the Parish Clerk will review the application and supporting information and follow up any queries or obvious omissions with the applicant.
14. All eligible applications will then be considered by the full council.
15. Where a member of the council is a member of a group /organisation applying for funding that Member must consider whether in accordance with the Code of Conduct, it is necessary for them to declare an interest in the matter.
16. Where additional information is considered necessary to fully consider or prioritise an application, applicants will be invited to meet with full council to further discuss the application prior to a decision being made.
17. All applicants will be notified in writing of the outcome of council funding decisions.
18. All awards will be subject to the applicant accepting grant terms and conditions.
19. The council reserves the right to make an award of any grant subject to additional conditions and requirements as it considers appropriate.
20. The council's decision on any application is final and there is no right to appeal.
21. The council reserves the right to decline any application which it considers inappropriate or against the objectives of the council without giving reasons for its decision.
22. The council will not commit to any continuing expenditure unless previously approved.
23. Nothing in this policy prevents the council from providing a grant to a group or organisation or project without application where the council considers that the giving of such a grant will bring benefits to the parish or its residents, e.g in the event of an unforeseen emergency event.

Approval and Review Arrangements

26. This policy was approved by full council at its meeting on xxxx. It will be reviewed on an annual basis by full council.

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Appendix 3

Bradwall Parish Council accounts 2024/2025

Date	Activity		Unity Trust Accounts		
			Expenditure	Income	Balance
31/03/2024	Opening balance				£6,274.19
04/04/2024	VAT transfer to BPC community BF	Income	£4,697.97		£1,576.22
08/04/2024	CE Precept	Income		£995.00	£2,571.22
17/04/2024	Scottish Power	Utilities	£70.19		£2,501.03
31/05/2024	430 Zurich insurance	Insurance	£196.00		£2,305.03
25/06/2024	432 Chalc membership	Admin	£59.66		£2,245.37
20/06/2024	433 Accounts Submission	Admin	£120.00		£2,125.37
20/06/2024	434 Parish online Website	Admin	£258.00		£1,867.37
01/07/2024	DD Scottish Power	Utilities	£70.19		£1,797.18
30/07/2024	435 DM Payroll	Admin	£50.00		£1,747.18
01/08/2024	436 Thank you gift	Admin	£25.00		£1,722.18
01/08/2024	437 TSO domain renewal	Admin	£9.54		£1,712.64
16/09/2024	438 PKF Littlejohn LLP	Admin	£252.00		£1,460.64
02/09/2024	Precept Cheshire East	Income		£995.00	£2,455.64
11/10/2024	Transferred to Unity Trust				£2,455.64
15/10/2024	Scottish Power	Utilities	£70.81		£2,384.83
25/11/2024	Salaries Sept – Oct	Salaries	£220.00		£2,164.83
30/11/2024	Bank Charges	Admin	£6.00		£2,158.83
30/11/2024	Salaries Nov	Salaries	£130.00		£2,028.83
30/12/2024	Salaries Dec	Salaries	£130.00		£1,898.83
30/12/2024	Bank Charges	Admin	£6.00		£1,892.83
31/12/2024	Interest	Income		£3.21	£1,896.04
09/01/2024	Transfer to CBF	Admin	£1.00		£1,895.04
	Opening Balance				£6,274.19
Year to	Total expenditure		£6,372.36		£6,371.96
date	Total Income			£1,993.21	£1,993.21
	Closing Balance				£1,895.04

