



**Minutes of the Meeting of Handforth Parish Council held on
Tuesday 13th October 2020 at 7:30pm, The meeting was
held virtually using Zoom video technology.**

Present: Cllr Susan Moore, Cllr Cynthia Samson, Cllr John Smith (Chair for the meeting following item 20/12/1A)

Also present Mr Comiskey Dawson, Parish Clerk
Six members of the public.

20/12/1A Cllr Samson proposed, seconded by Cllr Moore to elect Cllr Smith to Chair the meeting.

Motion carried: Two in favour with one abstention.

20/12/1B To receive apologies for absence.

No apologies received.

The clerk noted that the Chairman of HPC had submitted a statement which he asked to be read out at the meeting.

Cllr Smith proposed, seconded by Cllr Samson that the statement not be read out as the item was not on the agenda and councillors wishing to make statements should attend the meeting.

Resolved: Unanimously.

20/12/2 To note Declarations of interest and requests for dispensation to discuss, or discuss and vote on a matter in which a Member or co-opted Member has a Disclosable Pecuniary or non-pecuniary interest (DPI).

None.

20/12/3 Open Forum- Comment and questions concerning items on this agenda may be put to the Council by the public during this period. Matters which, in the Chairman's view require debate and/or a discussion will be referred to the next Committee/Council meeting, as appropriate. The Public Forum is restricted to 15 minutes, unless the Chairman allows otherwise.

A resident asked where his Ward councillor and local councillor are, he felt poorly represented.

A resident enquired as to whether any apologies had been received.

The same resident enquired under item 20/12/19 as to whether CEC were already doing a parking strategy as part of the park and ride scheme.

Cllr Smith responded to note that the proposal was to hire a consultant to work on behalf of HPC with a more joined up or holistic scheme for Handforth.

Noted that any study could not affect management schemes on any private car parks, however it was felt that the owners of the privately run car parks might wish to get involved.

Ward councillor Smith noted that there was some money remaining from the SEMMS project which could possibly be used for cycle lane improvements in Handforth. The clerk will try and get some information from CEC about the current cycle lane upgrades taking place across the borough and any proposals for Handforth.

20/12/4 To approve and sign the minutes of the Handforth Parish Council meeting of 10th March 2020.

Cllr Samson proposed, seconded by Cllr Moore to approve and sign the minutes of the Handforth Parish Council meeting of 10th March 2020.

Resolved: Unanimously.

20/12/5 To approve and sign the minutes of the Handforth Parish Council Extraordinary Employment committee meeting of 25th August 2020.

Noted this item was resolved at the extraordinary meeting held on 27th August 2020.

20/12/6 To approve and sign the minutes of the Handforth Parish Council Extraordinary full council meeting of 27th August 2020.

Cllr Moore proposed, seconded by Cllr Samson that this item be deferred as these minutes had only been made available to the clerk by the facilitator of that meeting on the previous day, despite repeated requests to the chair to make them available.

Resolved: Unanimously.

20/12/7 To retrospectively approve and sign the order of payment of accounts for April, May, June, July, August & September 2020.
Cllr Smith proposed, seconded by Cllr Samson to retrospectively approve and sign the order of accounts for:
April, totalling £11,994.29
May, totalling £5,256.37
June, totalling £5,242.56
July & August, totalling £11,119.92
September, totalling £6,343.31

Resolved: Unanimously.

20/12/8 To approve and sign the order of payment of accounts for October 2020.

Cllr Samson proposed, seconded by Cllr Moore to approve and sign the order of payment of accounts for October 2020 totalling £4,190.41.

Resolved: Unanimously.

20/12/9 MOTION: To sign section 1 - the annual governance statement 2019/20 of the year end 31st March 2020 Annual return.

Cllr Moore proposed, seconded by Cllr Samson to sign section 1 – the annual governance statement 2019/20 of the year end 31st March 2020 Annual return.

Resolved: Unanimously.

20/12/10 MOTION: To sign section 2 – the accounting statements 2019/20 of the year end 31st March 2020 Annual return.

Cllr Samson proposed, seconded by Cllr Moore to sign section 2 – the accounting statements 2019/20 of the year end 31st March 2020 Annual return.

Resolved: Unanimously.

20/12/11 To review the council’s level of insurance provision.

Cllr Moore proposed, seconded by Cllr Smith to agree the parish council’s level of insurance provision.

Resolved: Unanimously.

20/12/12 To review and agree the Parish Council’s 2020/21 Risk Assessment.

Cllr Samson proposed, seconded by Cllr Moore to agree the parish council's 2020/21 Risk Assessment.

Resolved: Unanimously.

20/12/13 To receive the internal auditors report.

Cllr Samson wished it to be minuted that she thanked the clerk for his diligent work every year preparing for the audit.

Cllr Moore proposed, seconded by Cllr Samson to take the internal auditors report as received.

Resolved: Unanimously.

20/12/14 To confirm the arrangements regarding the appointment of internal auditor for 2020/21.

Cllr Moore proposed, seconded by Cllr Samson to retain JDH Business Services as the parish council's internal auditor for 2020/21.

Resolved: Unanimously.

20/12/15 To review the council's asset register.

It was agreed without a vote that the asset register was correct.

20/12/16 To agree the new 3 year office lease with Cheshire East council for £3,500.00 per annum.

Noted that this item has already been resolved at the extraordinary meeting held on 27th August 2020.

20/12/17 To confirm the arrangements for Remembrance Sunday.

The clerk noted that a circular has been produced by Rev. Burmester and sent out to all councillors confirming timings and arrangements for Remembrance Sunday. The parish council has been allotted a time when a maximum of two representatives can attend the war memorial to lay a wreath.

20/12/18 To confirm the arrangements for Christmas activities 2020. Including expenditure of up to £900.00 for supply, installation, removal and recycle of Christmas tree and shop top Christmas Trees for Handforth village.

Cllr Samson proposed, seconded by Cllr Moore to confirm the expenditure of up to £900.00 for supply, installation, removal and recycle of Christmas tree and shop top Christmas Trees for Handforth village.

Resolved: Unanimously.

It was noted that the pantomime company had cancelled this year's pantomime and that there would be no Christmas light switch on event this year owing to the on-going pandemic.

20/12/19 MOTION: To consider appointing the services of a consultant to create a car parking strategy for Handforth. (Budget £5,000.00).

Cllr Samson proposed, seconded by Cllr Moore to appoint the services of a consultant to create a car parking strategy for Handforth, with appropriate liaison with CEC. (Budget £5,000.00).

Resolved: Unanimously.

20/12/20 MOTION: To consider joining the Cheshire Association of Local Councils (ChALC) at a cost of circa £1,700.00 per year.

Cllr Samson proposed, seconded by Cllr Moore that Handforth Parish Council joins the Cheshire Association of Local Councils (ChALC) at a cost of circa £1,700.00 per year.

Resolved: Unanimously.

20/12/21 MOTION: To consider the expenditure of up to £250.00 for new HPC village planter signage with HPC logo, see quotations attached.

Cllr Samson proposed, seconded by Cllr Moore to agree the expenditure of up to £250.00 for new HPC village planter signage with HPC logo.

Resolved: Unanimously.

20/12/21A Under SO11 Cllr Samson Proposed, seconded by Cllr Smith to appoint Cllrs Moore and Smith to the HPC Employment committee.

Resolved: Unanimously.

20/12/22 MOTION: To confirm the date of the next Handforth Parish Council meeting.

The next Handforth Parish Council meeting date was set as 10th November 2020.

The meeting closed at 8:23pm.

Chair..... Date.....