



Minutes of the Annual Meeting of Handforth Parish Council
held on Tuesday 18th May 2021 at 7:00pm, held at
Handforth Youth Centre, Old Road, Handforth.

Present: Cllr Susan Moore, Cllr Cynthia Samson, Cllr Julie Smith, Cllr John Smith (Chair of Handforth Parish Council following item 21/12/1) & Cllr Brian Tolver

Also present Mr Comiskey Dawson, Parish Clerk

Twelve members of the public.

Plus circa 80 members of the public and press livestreamed on YouTube.

The video can be watched on YouTube by following this link:

<https://www.youtube.com/channel/UCvOOP3STGZILUSuTHdRtF-A>

21/12/1 To elect a Chair to Handforth Parish Council and sign the declaration of acceptance of office.

Cllr Moore nominated Cllr John Smith, seconded by Cllr Samson.

Motion Carried: Four in favour with one abstention.

Cllr John Smith was duly elected Chair of Handforth Parish Council and signed the declaration of acceptance of office.

21/12/2 To receive apologies for absence.

None.

21/12/3 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 or any prejudicial interest. (DPI).

None.

21/12/4 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 noted that he was pleased that HPC had elected a new chair and hoped the council would now be able to move forward positively.

However they also warned that the printed minutes from the CE Constitution committee had now been made available and they confirmed that the outcome of any referendum called by a town or parish council affected by a boundary change would only be binding on the CE Constitution Committee, not the whole of CE Council.

21/12/5 To elect a vice chair to Handforth Parish Council and sign the declaration of acceptance of office.

Cllr John Smith nominated Cllr Moore, seconded by Cllr Samson.

Motion Carried: Four in favour with one abstention.

Cllr Moore was duly elected Vice-Chair of Handforth Parish Council and signed the declaration of acceptance of office.

21/12/6 To elect members to the following committees, groups and outside bodies:

a) Committees.

The Finance Committee
The Planning Committee
The Environment Committee
The Personnel Committee

Cllr Smith suggested that as the council was light on membership at present, that it would be an idea for all councillors to join all the committees.

Cllr John Smith proposed, seconded by Cllr Tolver.

Resolved: Unanimously.

b) Working Groups and lead councillors.

The Devolution and Assets Transfer Working Group
Christmas event Working Group
HPC Grant Award Liaison
Hope Central Liaison
Manchester Airport Representative
Police Liaison
CE Youth Services Liaison
Friends of Handforth Station representative
Engine of the North Liaison

Lead Councillor – Highways
Lead Councillor – Parks and Open Spaces

Cllr John Smith proposed, seconded by Cllr Julie Smith to defer the selection of working groups and lead councillors until there was greater representation on the council and objectives had been set out in a new projects list.

Resolved: Unanimously.

21/12/7 To confirm the Council’s eligibility criteria to exercise the General Power of Competence. Two criteria must be met: two thirds of members are elected and the Council has a CiLCA qualified clerk.

Handforth Parish Council confirmed the Council’s eligibility criteria to exercise the General Power of Competence.

21/12/8 To review the council’s level of insurance provision.

Councillors had reviewed the insurance documents and were satisfied with the level of provision.

21/12/9 To review and agree the Parish Council’s 2021/22 Risk Assessment.

Cllr John Smith proposed, seconded by Cllr Samson to agree the updated 2021/22 HPC Risk Assessment.

Resolved: Unanimously.

21/12/10 To receive the internal auditor’s interim report.

The internal auditors report was circulated to all councillors.
Cllr Julie Smith proposed, seconded by Cllr Moore to accept the auditor’s interim report.

Resolved: Unanimously.

21/12/11 To confirm the arrangements regarding the appointment of internal auditor for 2021/22.

Cllr John Smith proposed, seconded by Cllr Samson to appoint JDH Business Services as the Parish Council’s internal auditor for 2021/22.

21/12/12 Delegation of Powers: To approve the delegation of the Parish Council’s power in respect of planning matters to the Plans Committee of the Parish Council and finance matters to the Finance Committee of the Parish Council.

Cllr Julie Smith proposed, seconded by Cllr Samson to approve the Delegation of Powers.

Resolved: Unanimously.

21/12/13 To elect a Chair to the Council's Finance Committee.

Cllr John Smith nominated Cllr Samson, seconded by Cllr Moore.

Motion Carried: Four in favour with one abstention.

21/12/14 To elect a Vice Chair to the Council's Finance Committee.

Cllr John Smith proposed, seconded by Cllr Julie Smith to defer this decision and allow the finance committee to elect their own vice-chair.

Resolved: Unanimously.

21/12/15 To elect Chair's to the Council's Planning and Environment Committees.

Cllr Julie Smith nominated Cllr Moore to chair the Planning Committee, seconded by Cllr Samson.

Motion Carried: Four in favour with one abstention.

Cllr Julie Smith nominated Cllr Moore to chair the Environment Committee, seconded by Cllr Samson.

Motion Carried: Four in favour with one abstention.

21/12/16 To elect a Chair to the Council's Personnel Committee.

Cllr Samson nominated Cllr Julie Smith to chair the Personnel Committee, seconded by Cllr Moore.

Motion Carried: Four in favour with one abstention.

21/12/17 To review the Council's Standing Orders and adopt the new NALC model Standing Orders.

Noted that the adopted NALC model Standing Orders would incorporate the current Handforth Parish Council Code of Conduct.

Cllr Samson proposed, seconded by Cllr Julie Smith to adopt the NALC model standing orders incorporating the Handforth Parish Council code of conduct.

Resolved: Unanimously.

21/12/18 To review the Council's Financial Regulations and to adopt the latest NALC model Financial Regulations.

Cllr Samson proposed, seconded by Cllr Julie Smith to adopt the latest NALC model Financial Regulations.

Resolved: Unanimously.

The meeting closed at 7:27pm.

Chair.....

Date.....