

Shavington-cum-Gresty Council
Parish Council meeting
Main Road,
Shavington, Crewe
CW2 5DP



SHAVINGTON
CUM
GRESTY

MINUTES of the meeting held on
Wednesday 1 June 2022

In attendance: Cllrs Adams, Bebbington Buchanan, Ferguson, B Gibbs, Hancock, Jones, McIntyre,
Moore, Wain

Community Manager

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| ScG/22/02/1 | To receive and consider apologies for absence |
| | Apologies were received and accepted from Cllrs Edgar and K Gibbs. |
| ScG/22/02/2 | To note declarations of Members' interests |
| | No declaration of interest was raised. |
| ScG/22/02/3 | To confirm and sign the minutes of the Shavington-cum-Gresty Council Meetings hold on 4 May 2022 |
| | RESOLVED: That the Minutes of the previous meeting are approved and signed as an accurate record. |
| ScG/22/02/4 | Public Participation |
| | <i>A period not exceeding 20 minutes for members of the public to ask questions or submit comments</i> |
| | Mrs Jones, representative of Shavington-cum-Gresty Parish Council at the Shavington Triangle Liaison Group, updated members with regards to the latest Shavington Triangle Liaison Group meeting and asked Councillors to consider their position with regards to the Shavington Park allotments. |
| ScG/22/02/5 | To receive and consider updates from Committee Chairs in relation to meetings held since the previous Shavington-cum-Gresty Parish Council meeting on 4 May 2022 or any items arisen since then: |
| | <u>Committee:</u> Community and Engagement Committee <u>Chair:</u> Councillor K Gibbs |

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| | <p><u>Committee:</u> Village Hall Committee <u>Chair:</u> Cllr McIntyre</p> <p><u>Committee:</u> Environment and Recreation Committee <u>Chair:</u> Councillor Ferguson</p> <p><u>Committee:</u> Finance & Strategy Committee <u>Chair:</u> Cllr Wain Meeting held 18 May 2022 Items for consideration:</p> <ul style="list-style-type: none"> i. That the Financial Risk assessment is recommended to Full Council to adoption, subject to: <ul style="list-style-type: none"> a. Supplier fraud: more details being included in the risk section b. Supplier dispute: being listed as risk ii. that the budget setting schedule for 2023/24 is approved and recommended to Full Council <p><u>Committee:</u> Staffing Committee <u>Chair:</u> Councillor Buchanan</p> <p><u>Committee:</u> Planning Committee <u>Chair:</u> Still to be nominated¹ Meeting held on 1 June 2022</p> |
| | Members NOTED the updates. |
| ScG/22/02/6 | To consider and approve representations on outside bodies <ul style="list-style-type: none"> a. Village Festival Committee – Cllr Hancock |
| | <p>Members NOTED the update.</p> <p>RESOLVED: that Cllr Hancock is confirmed as representative of the Parish Council for the Village Festival Committee</p> |
| ScG/22/02/7 | To consider nominations to new and existing Committees |
| | <p>Members NOTED the updates.</p> <p>RESOLVED: that the Committees' membership is reviewed as following:</p> <ul style="list-style-type: none"> a. Cllr Hancock to be added to Finance and Strategy Committee |

¹ Cllr McIntyre was nominated Chair of the Planning Committee on 01.06.2022

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| | b. Cllr Bebbington to be added to the Planning Committee |
| ScG/22/02/8 | To consider to approve the Annual Governance Statement by resolution |
| | <p>Members NOTED the report.</p> <p>RESOLVED: that statements of the Annual Governance Statement are completed as follow:</p> <ul style="list-style-type: none"> - Statement 1) yes; - Statement 2) yes; - Statement 3) yes; - Statement 4) yes; - Statement 5) yes; - Statement 6) yes; - Statement 7) yes; - Statement 8) yes. - Statement 9) not applicable. <p>RESOLVED: that the Chair and the Clerk are authorised to sign the Annual Governance Statement on behalf of the Council.</p> |
| ScG/22/02/9 | To review and consider the Internal Auditor report |
| | <p>To approve dates for the period of Public Rights:</p> <ul style="list-style-type: none"> - Commencing on Monday 13 June 2022 and ending on Friday 22 July 2022 |
| | <p>Members NOTED the report.</p> <p>RESOLVED: that the dates for the period of Public Rights from Monday 13 June to Friday 22 July 2022 are approved.</p> <p>RESOLVED: that any outstanding issues raised in the Internal Auditor Report will be addressed by the Finance & Strategy Committee and reported back to Full Council throughout the year.</p> |
| ScG/22/02/10 | To consider to approve Section 2 – Accounting Statemen 2021-22 for submission to PKF Littlejohn LLP, external auditor |
| | <p>Members NOTED the reports.</p> <p>RESOLVED: that the Account Statements 2021/22 as shown by the Clerk are approved and signed by the Chairman on behalf of the Parish Council.</p> |
| ScG/22/02/11 | To receive and consider the revised Parish Council Financial Risk Assessment as recommended by the Finance & Strategy Committee |
| | Members NOTED the report. |

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| | RESOLVED: that the Financial Risk Assessment is approved as recommended by the Finance & Strategy Committee. |
| ScG/22/02/12 | To receive and consider the budget setting schedule for 2023/24 as recommended by the Finance & Strategy Committee |
| | Members NOTED the report. RESOLVED: that the budget setting schedule for 2023/23 is approved as per Finance & Strategy Committee recommendation. |
| ScG/22/02/13 | To receive an update on Cheshire East Council's plans affecting the Parish Council from Cllr Marren (CEC) |
| | Members NOTED the report. |
| ScG/22/02/14 | To receive an update from Cllr Buchanan with regards to the AGM of the Wybunbury United Charities |
| | Cllr Buchanan briefed Members with regards to the AGM of the Wybunbury United Charities. Members NOTED the update. |
| ScG/22/02/15 | To consider granting a waiver of the six-month attendance rule provided within Section 85(1) of the Local Government Act to Cllr Ryan Moore |
| | RESOLVED: that the item is not considered, as no longer relevant. |
| ScG/22/02/16 | To note and approve payments since the previous meeting |
| | Members NOTED the report. RESOLVED: that payments made by the Clerk under the delegation scheme listed in report 16.1 are approved. |
| ScG/22/02/17 | To consider approving the next round of payments |
| | Members NOTED the report. RESOLVED: that payments listed in item 17.1 are approved. |
| ScG/22/02/18 | To note the YTD Parish Council finance position |
| | Members NOTED the YTD Parish Council finance position. |
| ScG/22/02/19 | To receive and consider an update with regards to 140 Main Road |
| | The Clerk updated Councillors on the item. Members NOTED the update. |

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| ScG/22/02/20 | To receive an update with regards to the #QueenBee project and the acceptance of the HS2 Community grant award. |
| | <p>The Community Manager updated Councillors on the project and on the acceptance of the HS2 Community Grant Award.</p> <p>Members NOTED the update.</p> |
| ScG/22/02/21 | To receive and consider an update with regards to the damaged Parish Council's planter in Main Road/Weston Road and related emergency repair works approved by the Clerk under the E&R Committee ToR |
| | <p>The Clerk briefed Members with regards to the damaged planter in Main Road/Weston Road and related repair works undertaken by the Parish Council's Handy Man authorised by the Clerk under the E&R Committee ToR.</p> <p>Members NOTED the update.</p> <p>RESOLVED: that the repair works (£180) authorised by the Parish Clerk under the E&R Committee Scheme of Delegation are approved.</p> <p>Members NOTED that the planter repair costs have been totally refunded by the responsible of the accident.</p> <p>Members NOTED that the Parish Council's Handy Man expressed the desire to donate the money from the repair works to a charity to be chosen by the Parish Council. Members thanked the Handy Man and agreed that it is up to him to choose the charity to support.</p> |
| ScG/22/02/22 | To consider a resolution under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and representatives of the press from the meeting during the consideration of item 23 on the grounds that the matters contain sensitive information and by reason of confidential nature of the business being transacted. |
| | RESOLVED: that under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 the public and representatives of the press are excluded from the meeting during the consideration of item 23 on the grounds that the matters contain sensitive information and by reason of confidential nature of the business being transacted. |
| ScG/22/02/23 | To receive and consider staff appraisal and staff salary review |
| | <p>Cllr Buchanan, Chair of Staffing Committee, briefed Members on the item.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> a. That the Clerk's SLCC Membership renewal is sponsored by the Parish Council and that the Clerk is instructed to proceed with the payment (£206 from Staffing Committee budget – Staff training cost code) |

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| | b. That the Clerk's pay increase to SCP 31 is approved and implemented from 1 June 2022 |
| ScG/22/02/24 | To note the date of the next Council Meeting – 6 July 2022, 8pm |
| | Members NOTED the date of the next Council meeting. |

Meeting Closed at 2130 hrs
Chair: Cllr B Gibbs
Clerk: S Garnero