



**PLUMLEY WITH TOFT & BEXTON
PARISH COUNCIL**

25th June 2020

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON

WEDNESDAY 20th May 2020 at 7.30 pm

Remote meeting via Zoom

Meeting ID: 811 5031 4141

Councillors in attendance;

A Gabbott (Chair) G Coates (Vice Chair) S Jones, J Wright, S Crossman, A Thompson,
R Raphael, S Wharfe, D Nichols

Public Forum

There were no members of public in attendance

Minutes

1. Apologies

To receive and accept apologies for absence from those members unable to attend.

Apologies were received from Cllrs VL Roxby and A Shaw

2. Deferment of the Annual Meeting until May 2021

To approve the deferment of the Annual meeting until May 2021

PTB/1/2021 resolved to approve the deferment of the Annual meeting until May 2021

3. Declaration of interests

To receive from Councillors any declarations of pecuniary and non-pecuniary interests

Non – pecuniary Cllrs S Crossman Plumley Village Hall, Richard Comberbach Trust

Non - pecuniary VL Roxby with matters relating to Toft Estate

4. Minutes

To approve & sign the Minutes of the meeting held on the 5th March 2020

PTB/2/2021 resolved to approve & sign the Minutes of the meeting held on the 5th March 2020

5. COVID19 update:

Updates received as follows on matters relating to COVID19

- Have dealt with 24 calls re volunteers and help requirement with same day response
- Hand sanitisers now agreed
- Grant application has been made to Cheshire Community Foundation for hand sanitisers – 50% of cost
- Required a safeguarding Policy to be provided

- Newsletters being generated when felt necessary with updated information

6. Clerks Report – To receive

- 6.1 Correspondence and to take decisions on items specified in Appendix 05/20 attached
PTB/3/2021 resolved to receive correspondence and agreed to the following

11.5	Knutsford Community First responder – To pay for the replacement parts and service for the defibrillator at the Village Hall
18.5	Grant Offer Letter - A556553 Plumley with Toft and Bexton Parish Council £1125.00 – To accept the grant offer
19.5	Karla Birch request for support for housing application – agreed that the xclerk would send a letter of support

- 6.2 Reports of additional Road Traffic correspondence and approved the following

7. Financial Payments –

- 7.1 **To receive an update on the status of the 2019/20 audit**
PTB/4/2021 resolved to receive the update on the status of the 2019/20 audit
- 7.2 **To approve payments in Appendix 05/20 attached. Includes: Salaries & expenses.**
PTB/5/2021 resolved to approve payments in Appendix 05/20 attached. Includes: Salaries & expenses.
- 7.3 **To approve the balances in the Community and Business accounts**
PTB/6/2021 resolved to approve the balances in the Community and Business accounts

1. **To receive any comments and reports by Councilors concerning transport, planning, footpaths, highways, Village Hall, Parish Plan, Community Pride, Community Resilience, Home watch**
Note - When receiving reports and making resolutions perceived risks need to be identified and if necessary agreed actions required to mitigate them

General Highways issues, including Speedwatch

2. Planning

- **20/1713M Stable Cottage, TOFT ROAD, TOFT, KNUTSFORD, WA16 9PD**
PTB/7/2021 resolved to make no comment on this application
- **20/1460M Oak Trees, ULLARD HALL LANE, PLUMLEY, WA16 9RN**
PTB/8/2021 resolved to make no comment on this application

3. Cheshire Oil Development

To receive any updates – none expected

4. Neighbourhood Planning

To receive any updates – none expected

5. Footpaths

To receive any updates – none expected

6. Police Liaison To receive any updates – non expected

7. Meetings – To note feedback from meetings attended since the meeting in March 2020

8. To receive any items for inclusion in the agenda for the next meeting, proposed to be held during July 2020 date to be confirmed

9. Close Meeting

6 Clerks report APPENDIX 05/2020

6.1 Correspondence of note

General correspondence	
23.4	ChALC Weekly Bulletin
23.4	HS2 Ground Investigation Work in Bostock and Davenham (MA02)
24.4	On-Line News from the Mid Cheshire Community Rail Partnership
29.4	0/1460M Oak Trees, ULLARD HALL LANE, PLUMLEY, WA16 9RN
11.5	Knutsford Community First responder
13.5	20/1713M Stable Cottage, TOFT ROAD, TOFT, KNUTSFORD, WA16 9PD
15.5	Village Green Status Sandfield Wood Knutsford Town Council
16.55	J Oates Plumley Station Bench
16.5	J Weaver Chalc Guidance on Village Green
18.5	Grant Offer Letter - A556553 Plumley with Toft and Bexton Parish Council £1125.00
19.5	Karla Birch request for support

From: Sal Thompson <sal.thompson456@gmail.com>

Subject: Plumley Village Hall Defibrillator

Date: 6 January 2020 at 16:36:23 GMT

To: clerk@plumley-toft-bexton-pc.co.uk

Dear Sir/Madam

Regarding the Zoll Plus Automated External Defibrillator located at Plumley Village Hall that we have managed on your behalf since it's installation in August 2015

The following items are due to expire in 2020, I wanted to let you know so you have a chance to discuss this and respond accordingly

Adult Pads:- Expiry date 08/09/20 cheapest current cost to replace £92.00

Paediatric Pads:- Expiry date 31/08/20 cheapest current cost to replace £53.00

Zoll battery set:- Expiry date 01/10/20 cheapest current cost to replace £76.00

Total Approx cost:- £221.00

6.2 Road Traffic accidents

7.1 Audit update

The Parish Council is obliged to complete the Annual Governance and Accountability Return (AGAR) - As of last year our gross income and expenditure was below £25,000 which makes us exempt from a limited assurance review (external audit)

Due to COVID19 the deadline for completion is now put back to August the 1st 2020, however, to reassure councilors all work has now been completed which involves a bank reconciliation which aligns to the cash book and ultimately the information is presented in the AGAR.

Due to social distancing and isolation there will be a short delay in the internal audit being undertaken which is a requirement. Once signed by the Internal auditor it will need to be formally approved by the council.

I have spoken to the internal auditor and have agreed how we can work together to enable him to physically undertake the audit and sign the form where required, this should be completed in the next 2 weeks

7.2 Financial Payments

COMMUNITY ACCOUNT (not audited) Closing Balance 2019/20		£14,930.49
Income via precept		8466.00
Transfers		0
Available balance		23,396.49
Chq Ref	Payee	
1258	D McGifford – clerk salary	508.10
	D McGifford Website	48.33
	D McGifford Expenses	37.13
	HMRC PAYE	401.90
	Plumley VH room hire 2019/20	42.00
	Plumley VH 50% contribution	1770.00
	Knutsford TC CAB contribution	240.00
	Zurich Insurance	269.07
	All Turf Ltd Wildflower seeds Plumley station	277.80
	Hand Sanitisers (invoice not received)	2700.00
	Expenditure for period	6294.33
Balance carried forward		17,102.16

7.3 Business Account –Council Earmarked Reserves

Historic Reserves	£ Current
Station Project	367.67
Station project	6.50
Playing Field provision	3550.00
Reserves not allocated	2263.59
Speed Reduction reserve	0
Housing needs survey reserve	0
Interest received	2.22
	6189.98
General reserve required – 3 months of annual budget	4,000
Election reserve (figure to be confirmed CEC)	TBC
Total Reserves Held	10189.98