

# **BUERTON PARISH COUNCIL**

**6<sup>th</sup> April 2023**

**Commenced: 7.15 pm**

**Terminated: 8.20 pm**

**Present: Councillor A Baddley (Chair)  
Councillors G Farrealey, E Lancaster, D Mansell and I Shaw  
Mrs M Clough – Parish Clerk and Responsible Financial Officer**

**There were 5 members of the public in attendance.**

## **Apologies**

**for Absence: Councillors Bonell, Hope and Mort**

### **1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bonell, Hope and Mort

### **2. MINUTES**

The Minutes of the proceedings of the Meeting of the Parish Council held on 8th February 2023 were approved as a correct record and signed by the Chair.

### **3. DECLARATIONS OF INTEREST**

There were no declarations of interest submitted by Members of the Parish Council.

### **4. PUBLIC FORUM**

Members of the public raised a number of issues and discussions ensued on the following matters:-

- (i) An Easter Event was taking place on Sunday, 9<sup>th</sup> April, arranged by the Buerton Entertainment Committee;
- (ii) The Buerton Events Committee was currently in the process of arranging a Coronation Event;
- (iii) Concerns over mud from Pendersend Farm to Buerton together with blocked drains, had been reported to Cheshire East Council by the Parish Council;
- (iv) A local resident had raised concerns over leaves, overhanging branches and an obstruction to her driveway caused by a street light. Cheshire East Council had confirmed that the street light could not be relocated. The Parish Council had however, removed the leaves from the grass, and whilst advice had been received from a tree surgeon, that it would be detrimental to the trees to cut back the branches, the Parish Council had arranged for a clear up of the area. Furthermore, the Parish Council had arranged for regular leaf clearing to be undertaken with its contractor, A Seabridge;
- (v) The existing planters would be relined, recomposted and replanted. Mr Brookshaw, the Parish Council caretaking contractor would assist with this and he would also ensure that the plants were appropriately watered.

**RESOLVED – That the sum of £200 be allocated for purchasing compost and bedding plants for the parish planters**

**5. BUERTON PARISH COUNCIL – FINANCIAL REGULATIONS 2023**

The Clerk explained that the Financial Regulations circulated were drafted in line with National Regulations, and aimed to update and formalise financial decision making.

**RESOLVED**

**That the Financial Regulations 2023 for Buerton Parish Council, as circulated, be approved.**

**6. RISK ASSESSMENT 2023-2024**

**RESOLVED**

- (i) That the Risk Assessments 2022-2023 & 2023-2024 for Buerton Parish Council be approved and signed/dated by the Chair.
- (ii) That the continuation of monthly Risk Assessments to the Playground during 2023-2024 by Mr John Brookshaw, be approved.

**7. ASSET REGISTER 2023-2024**

**RESOLVED**

**That the Asset Registers for 2022-2023 and 2023-2024 for Buerton Parish Council be approved and signed/dated by the Chair.**

**8. FINANCE AND BUDGET**

**(i) Financial Regulations**

The Clerk reported that in accordance with paragraph 5.6 of the Financial Regulations, authorisation was sought for the Parish Council's Standing Payments for 2023-2024. This would streamline the existing procedures and enable more precise budgeting. She added that the amounts submitted in the report were the current year's costs, and that the Parish Council may wish to consider allocating a small uplift, if they felt this was necessary.

**RESOLVED**

**That the following Standing Payments for 2023-2024 be approved for the 2023-2024 Financial Year, and the Clerk be authorised to make payments to the maximum sums specified for each Payee:**

<b>PAYEE</b>	<b>DETAILS</b>	<b>2023/2024</b>
CHALC Affiliation	Subscription	£173.00
Groundwork	Groundwork Playing Fields	£3760
Mid Cheshire Footpaths	Subscription	£8.00
Shires Payroll	Payroll Services	£265.20
Field Caretaker	Playing Field Maintenance	£1100
Salary	Clerk	£2850
Expenses	General	£216.00
Web Hosting		£115.20
Internal Auditor		£100.00
Room Hire	Hankelow Church Hall	£180.00

**(ii) Revised Budget 2023-2024**

The Chair explained that she felt that the Parish Council had not previously given adequate indepth consideration to the budget, mainly due to the previous accounting procedures used. New reporting procedures had recently been adopted and she felt that the previously agreed budget needed to be amended.

**RESOLVED:**

- (i) That the 2023-2024 budget be approved as follows:**

<b>Budget Head</b>	<b>BUDGET ALLOCATED</b>
Salary	£2,850.00
Administration including Payroll	£600.00
Training	£100.00
Expenses	£100.00
Internal Audit	£100.00
Insurance	£530.00
Room Hire	£180.00
Audlem Online/ThenMedia	£115.00
Field Caretaker	£1,100.00
Field Maintenance	£3,760.00
Annual Playground Inspection	£175.00
Asset Inspection	£50.00
Subscriptions	£173.00
Donations	£375.00
Coronation Crown	£100.00
Flowers	£200.00
Proposed Projects	£2,500.00
	£13,008.00

- (ii) That a shortfall for the 2023-2024 financial year be noted, and action taken to minimise this, wherever possible;**
- (iii) That approval be given to work to maintain the willow tree for health and safety reasons;**
- (iv) That the precept be raised for the 2024-2025 Financial Year;**
- (v) That the Clerk be authorised to arrange with the Council's Insurance that they subscribe to a 3 year Long Term Agreement to minimise insurance premium increases.**

**(iii) Receipts and Payments – February and March 2023**

**RESOLVED: That the following payments/receipts made in February and March 2023, and the balance available in the Cash Book as at 26<sup>th</sup> March 2023 be noted**

<b>DATE</b>	<b>PAYEE</b>	<b>DETAILS</b>	<b>DEBIT</b>	<b>CREDI T</b>	<b>BALANC E</b>
03.02.23	Clerk ASE	Expenses	38.00		16324.93
03.02.23	Clerk ASE	Salary for January 2023	235.60		16089.33
03.02.23	Clerk ASE	HMRC for January 2023	1.20		16088.13

03.02.23	John Brookshaw	Playground cleaner January	90.00		15998.13
20.02.23	Clerk MCL	Reimbursement Dog Signs	30.44		15967.69
23.02.23	O Bonell	Rent Received		435.60	16403.29
28.02.23	Clerk MCL	Salary for February 2023	189.60		16213.69
28.02.23	Clerk MCL	HMRC for February 2023	47.20		16166.49
28.02.23	Clerk MCL	Expenses	18.00		16148.49
28.02.23	Clerk MCL	Petrol Reimbursement	13.95		16134.54
01.03.23	Chair ABA	Reimbursement Jubilee	43.00		16091.54
01.03.23	Chair ABA	Reimbursement	43.50		16048.04
05.03.23	John Brookshaw	February Maintenance	80.00		15968.04
18.03.23	Clerk MCL	Postage Reimbursement	11.93		15956.11
20.03.23	Glasdon	Park Benches	1772.04		14184.07
20.03.23	T Seabridge	Grounds maintenance and tree felling	1152.00		13032.07
21.03.23	Centrewire	Gate	284.40		12747.67
23.03.23	O Bonell	Rent		435.60	13183.27
26.03.23	T Seabridge	Leave clearing	96.00		13087.27
27.03.23	PA Haigh	Donation for Coronation. Events Cttee	500.00		12587.27

**(iv) Certificate of Exemption – AGAR 2022/23 Form 2**

**RESOLVED – That Buerton Parish Council certifies that during the financial year 2022/23, the higher of the authority’s total gross income for the year or total gross annual expenditure, for the year did not exceed £25,000, and the Clerk be authorised to complete and submit the Certificate of Exemption – AGAR 2022/2023 Form 2**

**9. FOOTPATH**

In Mr Hough’s absence (Cheshire East Council Footpath Volunteer), the Chair reported that Mr Hough had walked the length of footpaths 20 and 22 and that as their condition was very poor, he had submitted comments to Cheshire East Council thereon. The Chair added that she too had submitted comments to Cheshire East Council, who had confirmed that they would bear in mind their observations.

**RESOLVED – That the report be noted.**

**10. PLANNING**

The Chair updated verbally, on the following planning applications:-

- (i) Application No: 23/0427N - Variation of Conditions – Land adjacent to The Rosary, Windmill Lane Buerton CW3 0DE

**RESOLVED – It was noted that the application for a variation of conditions had been withdrawn following Cheshire East Council’s discussions with the applicant, that the proposed bricks were not considered appropriate. Red bricks were now being used.**

- (ii) Glenworth 21/6183N – Longhill Lane, Hankelow.  
Key worker dwelling. This application had been refused, but an appeal had been referred to the Secretary of State.

**RESOLVED – That the report be noted.**

- (iii) Concerns were expressed over the retention of a historical orchard within the grounds of listed property Malt Kiln Farm. It was understood that a report had been recently undertaken on the orchard as it was today, rather than how it appeared originally. The property now for sale with the orchard and the Members were worried that the historical value of this asset could be overlooked.

**RESOLVED – That the Chair to look into this matter and liaise with Cheshire East Council.**

## **11. PLAYGROUND**

The Chair reported that tree work would be carried out by Jason Rudd. Work would focus on the ash trees and loose branches on the trees at the perimeter of playing field. Loose branches would be removed.

**RESOLVED – That the playground be closed on 19<sup>th</sup> April 2023 to enable tree work to be safely carried out, and that notices be erected to inform the residents of this day of closure.**

## **12. AIRBAND**

The Chair reported that a complaint had been received from a resident regarding the installation of telegraph poles. This complaint had been investigated by Councillor Bailey. Councillor Bailey had been informed that the poles had been erected lawfully.

**RESOLVED – That the report be noted.**

## **13. ADDITIONAL PARISH MEETINGS**

Councillor Shaw reported that she had attended a meeting of the Burial Board. The Clerk was resigning and the trustees had interviewed and appointed a new clerk, who would shadow the outgoing clerk in the first instance. The next meeting would be attended by the outgoing clerk and the incoming clerk.

Roof repairs had been completed at the Chapel of Rest. Newly planted trees were being appropriately cared and maintained

Councillor Farrealey reported that she had attended a meeting of the Audlem Parish Hall Committee. A new website had been approved which would simplify booking procedures. A grant had been received from Cheshire East Council to enable small non-profit organisations 20 hours of use of the Hall.

**RESOLVED – That the reports be noted.**

**14. ANNUAL MEETING OF BUERTON PARISH COUNCIL**

**RESOLVED – To note that the Annual Meeting of Parish Council will be held on Thursday 18th May 2023 and the meeting originally scheduled to be held on Thursday, 1<sup>st</sup> June 2023, has been cancelled.**

**15. ITEMS FOR THE NEXT AGENDA**

The Chair reported that she would like to discuss fund raising ideas.

**16. URGENT ITEMS**

The Chair reported that the following item of business be reported due to time constraints and the frequency of meetings of the Parish Council.

**17. WREATHS**

The Chair reported that the wreath removal would take place before the coronation and it was intended that they be removed by the end of April.

**RESOLVED – That the report be noted.**