



ALDERLEY EDGE PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 13th May 2013

Present: Cllr MD Lloyd (Chairman), Cllrs JD Bergin, MJ Connor, MH Williamson, F Keegan
MW Maczkowiak, DG Herald and S Joseph

In attendance: 2 representatives from the press
6 members of the public.
PCSO
Clerk: A. Ross

Meeting

Commenced: 7:32pm

1. Apologies for Absence.

Cllr N Schofield

2. To receive disclosures of pecuniary and non-pecuniary interests from councillors on matters to be considered at the meeting.

Cllr Lloyd disclosed that he lives on Talbot Road and may have a personal interest if the Festival Hall or Medical Centre is discussed.

3. Public Participation – A period of not more than twenty minutes will be made available for the public to ask questions or submit comments.

Mr Tomlinson asked the Parish Council to clarify its intention to hold a meeting with the Allotment Society. Cllr Lloyd confirmed that a meeting would be arranged when there has been a chance to review all the documents. Mr Tomlinson believes that under the tenancy agreement the Parish Council has no contractual agreement between themselves and Alderley Edge Allotments and Gardens Society. The Parish Council dispute this.

4. Minutes of the Parish Council meeting of 15th April 2013

Approval proposed by Councillor MH Williamson, seconded by Councillor MJ Connor and carried.

5. Matters arising.

None

6. To ratify the General Purposes Committee minutes of 15th April 2013.

Approval proposed by Councillor MJ Connor, seconded by Councillor MW Maczkowiak and carried

7. To ratify the Plans Committee minutes of 15th April 2013.

Approval proposed by Councillor MW Maczkowiak, seconded by Councillor MJ Connor and carried

8. To ratify the Finance Committee minutes of 15th April 2013.

Approval proposed by Councillor S Joseph, seconded by Councillor F Keegan and carried

9. To approve the updated Financial Regulations.

A copy of the updated regulations, incorporating the changes suggested by BDO was circulated prior to the meeting for review.

Approval proposed by Councillor S Joseph, seconded by Councillor JD Bergin and carried

10. To receive/approve a draft copy of the Annual Return for the year ended 31st March 2013.

The draft accounts, copies of the Annual Return Sections 1 (Accounting Statements) and 2 (Annual Governance Statement) and a copy of the issues raised by the internal auditor with the proposed follow up action were issued prior to the meeting for review.

The main issues raised:

Fidelity Guarantee insurance cover at £65,000 does not cover the maximum projected cash balance of approximately £165,000 year end balances plus the next first precept installment. The auditors felt it should be increased. Councillors JD Bergin and F Keegan explained that they felt the internal procedures of the council were sufficiently robust to negate the risk and there was little justification to increase the cover incurring a further substantial premium. It was also noted that there is significant expenditure planned for this year. Therefore, the cover currently in place is to stand. An explanation will be presented to the auditors with next year’s accounts.

The council should review urgently whether it needs to be VAT registered by disclosing to HMRC that it receives bar income and the annual projected levels of these types of income. The Hall Manager spoke to HMRC on 29/04/13. HMRC confirmed that the Parish Council does not need to register for VAT income until the Hall income reaches £79,000 per year.

There were some issues identified with the recording of income inwards. The Clerk confirmed that she has reviewed these and put new procedures in place.

It was then resolved by all present that the Chairman signs both sections as a true record of the council’s finances as at 31st March 2013.

The relevant papers are to be sent to BDO (the Parish Council’s External Auditor) in June.

Approval proposed by Councillor JD Bergin, seconded by Councillor F Keegan and carried.

11. Notices and Correspondence.

a) Correspondence from Pannone regarding allotments – Cllr Williamson explained that the request was made for Pannone to provide a document file regarding the allotments. An electronic copy has been received and will be circulated to all councillors. Cllr Lloyd then read out the letter which states that ‘by a lease dated 28th March 2013 the above mentioned property was demised to Alderley Edge Parish Council for a term of 125 years. Accordingly AEPC are from that date entitled to collect and receive the payable rents and to enforce covenants on the part of the occupational tenants as successor in title to Cheshire East Borough Council’

b) Letter from Cheshire East about ‘Possible Additional Sites Proposed by Developer and Land Interests’ Consultation: 3rd to 30th May 2013. – The Parish Council will publicise the consultation through its website and notice board. There is a form in the Clerk’s office and members of the public should contact the Clerk if they would like a copy.

Meeting Closed: 8:40pm

ACTION SUMMARY

Undertaken By	Detail	When For
Clerk	Put details of consultation on website and notice board	asap
Clerk	Circulate documents regarding the allotments	asap

**Councillor MD Lloyd
CHAIRMAN**