

WARDLE PARISH COUNCIL

6th May 2025

Commenced: 7.30 pm

Terminated: 9.00 pm

Present: Councillor Roden (Chair)
Councillors Leftwick, Nelson and Welch

1. APPOINTMENT OF CHAIR

RESOLVED

That Councillor Roden be appointed as Chair of the Parish Council for the 2025-2026 Municipal Year.

2. APPOINTMENT OF DEPUTY CHAIR

RESOLVED

That Councillor Nelson be appointed as Deputy Chair of the Parish Council for the 2025-2026 Municipal Year.

3. APOLOGIES FOR ABSENCE

Councillor Jennings submitted his apologies for absence and these were accepted by the Parish Council.

4. MINUTES

The Minutes of the proceedings of the Meeting of the Parish Council held on 6th January 2025 were approved as a correct record and signed by the Chair of the Parish Council).

5. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURNS 2024-2025

RESOLVED

That the following documents, as circulated, be approved:-

- (i) AGAR Statement of Exemption 2024-2025
- (ii) Section 1 - Annual Governance Statement 2024-2025
- (iii) Section 2 – Accounting Statements 2024/25

That the following document, as circulated, be received:-

- (iv) Annual Internal Audit Report 2024-2025

6. BUDGET AND FINANCE REPORT 2025-2026

Members considered a report of the Clerk and Responsible Financial Officer on the following matters:-

(i) Transactions

RESOLVED

That the following transactions from 2nd December 2024 from the current account, be approved:-

PAYER/PAYEE	DETAILS	RECEIPTS	PAYMENTS	BALANCE
HSBC	Bank Charges		£5.80	£1,185.28
HSBC	Bank Charges		£6.20	£1,185.28
HSBC	Bank Charges		£5.00	£1,179.08
M Clough	Reimbursement for room hire		£12.00	£1,174.08
HSBC	Bank Charges		£5.00	£1,162.08
A Latham	Lengthsman		£275.00	£1,157.08
HSBC	Bank Charges		£5.40	£882.08
Cheshire East	Precept 1 st Instalment	£1,513.50		£2,395.58

Zurich Municipal	Annual Insurance		£196.00	£2,199.58
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(ii) Approval of Payments

RESOLVED

That the following payments be approved:-

DETAILS		PAYMENTS
Alpraham and Calveley Village Hall	Room Hire 6 th May 2025	£12.00
A Latham	Lengthsman (April)	£275.00
A Latham	Lengthsman (July)	£275.00
M Clough	Office Expenses 23/09/2024-05/05/2025	£480.00

(iii) Budget Expenditure to 27th April 2025

RESOLVED

That the following Budget Head expenditure to 27th April 2025, be approved.

Budget Head	Total	Budget Allocated	Difference	£ Difference
Office Expenses	£0.00	£780.00	0.00%	£780.00
Room Hire	£0.00	£80.00	0.00%	£80.00
Insurance	£196.00	£620.00	31.61%	£424.00
Community Projects	£0.00	£2,000.00	0.00%	£2,000.00
Lengthsman	£0.00	£1,100.00	0.00%	£1,100.00
Bank Charges	£5.40	£72.00	7.50%	£66.60
Pinfold Maintenance	£0.00	£1,000.00	£0.00	£1,000.00
	£201.40	£5,652.00		£5,450.60

Members noted that the total funds for the Parish Council at 27th April 2025 was £3,503.57 (including reserves).

(iv) Bank Reconciliation as at 27th April 2025

RESOLVED

That the following Bank Reconciliation as at 27th April 2025, be approved:-

Bank Reconciliation 27th April 2025	
WARDLE PARISH COUNCIL	
Financial year ending 31 March 2025	
Prepared by: Muna Clough, Parish Clerk & RFO	
Balance per bank statements as at 11th April 2025	£
Current Account (61011375)	£2,404.78
Reserve Account (01011618)	£1,294.79
Less: any unrepresented cheques	
Current Account (61011375)	£196.00
Reserve Account (01011618)	
Add: any unbanked cash	
Net bank balances as at 27th April 2025	£3,503.57

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows	
<u>CASH BOOK</u>	
Opening Balance Current at 1st April 2024	£896.68
Opening Balance Reserve at 1st April 2024	£1,294.79
Add: Receipts in the year	
Current Account (61011375)	£1,513.50
Reserve Account (01011618)	£0.00
Less: Payments in the year	
Current Account (61011375)	£201.40
Reserve Account (01011618)	£0.00
Closing balance per cash book [receipts and payments book] must equal net bank balances above	£3,503.57

(v) Bank Statements – Charitable Bank Account (Current Account)

RESOLVED

That the following bank statements, as submitted with the report, be received:-

- Statement Number 270
- Statement Number 271
- Statement Number 272
- Statement Number 273

(vi) Bank Statement – Business Money Manager Account

RESOLVED

That the latest Statement of the Business Money Manager (savings) Account, dated 12th March 2025 – 11th April 2025, as circulated with the report, be received

7. GOVERNANCE MATTERS

RESOLVED

That the following Governance documents, as circulated with the Agenda, be approved:-

- (i) Standing Orders
- (ii) Financial Regulations
- (iii) Risk Assessment
- (iv) Asset Register

8. BOROUGH COUNCILLOR'S REPORT

Councillor Posnett was not in attendance at the meeting.

9. INSTALLATION OF DEFIBRILLATOR

The Parish Council noted responses from Cheshire East Council in relation to the delays to the installation of the defibrillator in the bus shelter.

RESOLVED

That the Clerk follows up this matter with Cheshire East Council.

10. DATE OF MEETINGS

Members approved the following dates of the meetings for the Parish Council in 2025-2026:-

Tuesday, 12th August 2025

Monday, 1st December 2025

Monday, 2nd March 2026

11. URGENT ITEMS

The Chair agreed that the following items of business should be considered as a matter of urgency due to time constraints.

12. VERMIN ON WARDLE AVENUE

Councillor Welch reported on sightings of rats on Wardle Avenue.

RESOLVED

- (i) That Councillor Welch contacts the appropriate organisations report this problem as a resident of Wardle Avenue;**
- (ii) That Councillor Welch encourages residents of Wardle Avenue to also report this problem.**
- (iii) That, on behalf of the Parish Council, the Clerk notifies the Environmental Protection Department of concerns raised on this matter.**

13. NOTICE BOARD

RESOLVED

That the Clerk types a list of Councillors to be placed on the Notice Board. The list would include the Chair's contact number.

14. SIGN ON WARDLE AVENUE

Councillor Welch reminded Members that Councillor Posnett had previously agreed to look into the refurbishment of the Avenue sign.

RESOLVED

That the Clerk contacts Councillor Posnett to obtain an update.

15. GLASS IN BUS SHELTER

Councillor Welch reported that a pane of glass in the bus shelter had been broken and required replacing.

RESOLVED

That the Clerk reports this to Cheshire East Council.

16. PARISH COUNCIL VACANCIES

The Members all agreed to take an active part in canvassing for new Members of the Parish Council.

RESOLVED

That the Clerk to type a flyer for the vacancy, email to Members, and place one on the Notice Board.