



## **Moston Parish Council**

### **Agenda for the Meeting to be held on Tuesday, 2<sup>nd</sup> July 2019, in Warmingham Village Hall, Warmingham at 7.30pm**

**PRESENT** Councillors:

A Roscoe (Chair)  
D Nixon  
S Harrop  
C House  
J Wray

The Clerk to the Council: Kristine Pemberton

Also present were 5 members of the public.

The meeting started at 19.30

**1. APOLOGIES FOR ABSENCE**

Cllr Holder

**2. DECLARATIONS OF INTEREST**

None

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The Chairman of the meeting adjourned the meeting to allow questions from members of the public.

The Chairman reconvened the Council Meeting.

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**3. TO APPROVE THE MINUTES OF THE MEETING HELD ON 14<sup>TH</sup> MAY 2019.**

It was resolved to approve the minutes of the meeting of 14<sup>th</sup> May 2019 a correct record. The minutes were duly signed by Cllr Roscoe as Chairman of the meeting.

**4. TO DISCUSS AND APPROVE THE RISK REGISTER**

**Resolved for clerk to ensure telephone box is covered by our insurance policy for damage or theft**

**Resolved to approve risk register subject to adding the phonebox to our insurance**

**5. TO RECEIVE AN UPDATE ON PARISH IMPROVEMENT PROJECTS PLANNED FOR THIS YEAR:**

**5.1 Landscaping (including tree and bulb planting) – Cllr House**

Working party have met and agreed the first step would be a survey of the parish to inform a tree planting strategy. Investigating some funding which may be available. **Cllr House to draft a letter to landowners in the parish**

**5.2 Maintenance of Moston Green and relocation of phonebox – Cllr Harrop**

Information signs have now been added to the box which is now ready to be used.

**Resolved to laminate and add some maps and request further suggestions for its use**

**Resolved for Cllr Roscoe to ensure the flower boxes are watered**

**5.3 Noticeboard for Albion Lock**

Proposal to communicate with Albion Lock residents to see if they agree with the use of a digital noticeboard (the existing facebook page for Albion Lock). Clerk will then post links to agenda on website prior to meetings, and add to both the Albion Lock and Moston resident facebook pages

**6. TO DISCUSS PURCHASE OF BENCH FOR LOCAL GREEN SPACE AT CORNER OF PLANT AND DRAGONS LANE**

**Resolved to purchase a recycled plastic bench to be sited on Local Green Space, corner of Plant Lane and Dragons Lane. Will discuss with residents of Thimswarra the exact siting and reason why**

**7. FINANCES (RFO)**

(Details to be circulated prior to meeting where appropriate.)

**7.1 To approve payments and receipts.**

The payments and receipts since 14<sup>th</sup> May 2019 were approved by the council

**7.2 To receive the bank reconciliation and expenditure against budget to date**

The council received the bank reconciliation and expenditure against budget

**7.3 To receive the internal audit outcome**

The council received the internal audit report and actioned the point related to updating the risk register

**8. CORRESPONDENCE**

**Resolved Moston Parish Council do not feel the need to provide comments on Alsager Neighbourhood Plan**

**9. MEMBERS ITEMS AND REPORTS AND ITEMS FROM CHESHIRE EAST COUNCILLOR IF PRESENT**

None

**10. ANY OTHER BUSINESS**

**Resolved to request that John Wray set up meeting with Toni Fox who is the head of planning to discuss parish concerns with recent planning decisions. Cllr Roscoe to lead development of discussion points for the meeting.**

**11. DATE/TIME AND PLACE OF NEXT MEETING**

The next Moston Parish Council meeting will take place on Tuesday, 3rd September 2018 at 7.30pm. Warmingham Village Hall

Meeting Concluded at 20:30

## Appendix

### Briefing notes for 7.1 payments and receipts

Date	Type of Transaction	Received From	Details	Total Amount
12/04/2019	BACS	Cheshire East	Precept	£4,500.00
30/04/2019	BACS	NATWEST	Interest	£0.88
29/05/2019	BACS	Cheshire East	Tidy	£809.00
31/05/2019	BACS	NATWEST	Interest	£0.85

Cheque date or payment date	Type of Transaction	Cheque Number	Recipient	Details	Total Amount
01/04/2019	SO	SO	K Pemberton	Salary	£223.19
01/05/2019	SO	SO	K Pemberton	Salary	£229.10
14/05/2019	Cheque	626	CHALC	annual membership	£142.20
14/05/2019	Cheque	627	Civitas	planning support for appeals	£1,312.58
14/05/2019	Cheque	628	Zurich	insurance	£190.89
14/05/2019	Cheque	629	Cheshire Community Action	annual membership	£20.00
14/05/2019	Cheque	630	SPS	Payroll services	£33.00
14/05/2019	Cheque	631	Dave Nixon	Land registry and building materials for Moston Green and Tetton lane post	£163.57
01/06/2019	SO	SO	K Pemberton	Salary	£229.10
01/07/2019	SO	SO	K Pemberton	Salary	£229.10

02/07/2019	Cheque	K Pemberton	Mileage expenses	£39.60
02/07/2019	Cheque	JDH Business Services	Internal Audit Fee	£146.88
05/07/2019	DD	ICO	annual membership	£35.00

## Briefing notes for 7.2 bank rec and expenditure vs budget

MOSTON PARISH COUNCIL  
BUDGET AND EXPENDITURE 2019/2020 to end June 2019

	Budget 2019-2020	Expenditure to date	Difference v budget	% of budget spend
<b>EXPENDITURE</b>				
Clerk's Salary	£2,840.00	£681.39	£2,158.61	24%
General admin:	£200.00	£0.00	£200.00	0%
Website/ICT costs	£300.00	£0.00	£300.00	0%
Insurance (Paid annually)	£250.00	£190.89	£59.11	76%
Payroll Costs	£100.00	£33.00	£67.00	33%
Audit Fees- Internal (paid annually)	£150.00	£146.80	£3.20	98%
Subscriptions	£350.00	£162.20	£187.80	46%
Meeting Room Hire	£200.00	£0.00	£200.00	0%
Training	£300.00	£0.00	£300.00	0%
Planning support*	£1,000.00	£1,000.00	£0.00	100%
Landscaping such as tree and bulb planting / maintenance	£500.00	£36.16	£463.84	7%
Maintenance of Moston Green	£500.00	£0.00	£500.00	0%
Moving phonebox	£200.00	£73.41	£126.59	37%
Noticeboard for Albion Lock	£500.00	£0.00	£500.00	0%
Planning reserves ***	£6,610.00	£366.58	£6,243.42	6%
<b>TOTAL</b>	<b>£14,000.00</b>			

Prepared by: Kristine Pemberton, Parish Clerk & RFO  
Checked by:  
Date:

Less: any unpresented cheques

Add: any unbanked cash None

**The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows**

**Closing balance per cash book [receipts and payments book] must equal net bank balances above** **£8,596.82**