



Moston Parish Council

Agenda for Meeting to be held on Wednesday 14th December 2022 at 7.30pm at St Peter's Church Hall, Elworth

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence from Members of the Parish Council

2. DECLARATIONS OF INTEREST

To receive any declarations of interest from Members of the Parish Council

3. MINUTES

The Minutes of the proceedings of the Meeting of the Parish Council held on 9th November 2022 be approved as a correct record and signed by the Chair of the Parish Council (or other person presiding). Minutes attached.

4. PARISH IMPROVEMENT PROJECTS

To receive an update on Parish Improvement Projects planned for this Financial Year

5. OBSERVATIONS ON NEW PLANNING APPLICATIONS

6. FINANCES AND BUDGET

6.1 To receive expenditure vs budget

6.2 To approve payments and receipts since last meeting

6.3 To receive bank reconciliation

7. PARISH COUNCIL BUDGET AND PRECEPT FOR 2023-2024

To consider and agree the Parish Council Budget and associated Precept for Financial Year 2023-2024

8. TO RECEIVE CORRESPONDENCE OR ANNOUNCEMENTS

To receive any correspondence or announcements from the Chair of the Parish Council (or other person presiding).

9. TO RECEIVE ANY QUESTIONS FROM MEMBERS OF THE PUBLIC

10. MEMBERS ITEMS AND REPORTS AND ITEMS FROM CHESHIRE EAST COUNCILLOR IF PRESENT

11. DATE/TIME AND PLACE OF NEXT MEETING

To note that the next Moston Parish Council meeting will take place at 7:30pm on Wednesday, 11 January 2023, at St Peter's Church Hall, Elworth.



Moston Parish Council

Minutes for Meeting held on Wednesday 9th November 2022 at 7.30pm at St Peter's Church Hall, Elworth

PRESENT Councillors:

A Roscoe (Chair)
D Nixon
S Moran
K Haigh
C House

The Clerks to the Council: Kristine Pemberton & Muna Clough

Also present were 5 members of the public.

The meeting started at 7.30pm

12. APOLOGIES FOR ABSENCE

Cllr Harrop, Wray

13. DECLARATIONS OF INTEREST

None

14. TO APPROVE THE MINUTES OF THE MEETING HELD 12TH OCTOBER 2022

It was resolved to approve the minutes of the meeting of 12th October 2022 a correct record. The minutes were duly signed by Cllr Roscoe as Chairman of the meeting

15. TO RECEIVE AN UPDATE ON PARISH IMPROVEMENT PROJECTS PLANNED FOR THIS YEAR

13 half standard oaks have been ordered: 7 to be planted on Oakwood Lane, 6 available for planting near the roads in Moston with the potential to plant one on Moston Green. Need some volunteers to help with planting

3 more rockery planters to be added this year

16. OBSERVATIONS ON NEW PLANNING APPLICATIONS

Updates on ongoing applications were provided

17. FINANCES (RFO)

17.1 To receive expenditure vs budget

The expenditure against budget was received by the council

17.2 To approve payments and receipts since last meeting

The payments and receipts were received by the council and the payments will now be made by BACS

17.3 To receive bank reconciliation

The bank reconciliation was received by the council

17.4 To agree change to bank mandate following recruitment of new clerk

Resolved to update bank mandate to replace Mrs Pemberton with Mrs Clough

17.5 To agree payrise for the clerks

The pay rise in line with National Salary award will be applied for both clerks with this backdated to 1st April 22 for Mrs Pemberton

18. TO AGREE ATTENDANCE AT TRAINING COURSES FOR NEW CLERK

Resolved that the new clerk should attend relevant Chalc courses and complete the Introduction to Local Council Administration Course

19. TO RECEIVE CORRESPONDENCE

None

20. TO RECEIVE ANY QUESTIONS FROM MEMBERS OF THE PUBLIC

None

21. MEMBERS ITEMS AND REPORTS AND ITEMS FROM CHESHIRE EAST COUNCILLOR IF PRESENT

The Precept will be discussed at the December meeting with the final decision to be made in January

Update on the Airband project should be provided at the December meeting

22. DATE/TIME AND PLACE OF NEXT MEETING

The next Moston Parish Council meeting will take place at 7:30pm on Wednesday, 14 December 2022 and will be held at St Peter's Church Hall, Elworth.

Briefing material

6.1 To receive the expenditure against budget

MOSTON PARISH COUNCIL
BUDGET AND EXPENDITURE 2022/2023 to 2 November 2022

EXPENDITURE	Budget 2022- 2023	Expenditure to date (net)	Difference v budget	% of budget spend
Clerk's Salary	£3,000	£1,960	£1,040	65%
General admin:	£200	£0	£200	0%
Website/ICT costs	£600	£199	£401	33%
Insurance (Paid annually)	£250	£205	£45	82%
Payroll Costs	£150	£158	-£8	105%
Audit Fees- Internal (paid annually)	£150	£180	-£30	120%
Subscriptions	£350	£285	£65	81%
Meeting Room Hire	£150	£50	£100	33%
Training	£300	£0	£300	0%
Planning support (includes reserves)	£2,655	£450	£2,205	17%
Parish Improvements / events	£5,200	£1,583	£3,617	30%
Chairs Fund		£50		
Planning reserve	£13,000	£0	£13,000	
General reserves	£2,000	£0	£2,000	
TOTAL	£28,005	£5,120	£7,935	

6.2 To approve payments and receipts since last meeting

Cheque date or payment date	Type of Transaction	Cheque Number	Recipient	Details	Total Amount
09/11/2022		D Nixon	Registry searches		£36.00
09/11/2022		Clive Nash	2 Rockery planters		£596.00
31/10/2022	BACS	NatWest	Interest	£1.64	

6.3 To receive the bank reconciliation

Bank Reconciliation 2 November 2022

MOSTON PARISH COUNCIL

Financial year ending 31 March 2023

Prepared by: Kristine Pemberton, Parish Clerk & RFO

Balance per bank statements as at 2 November 2022	£	£
Current Account (07572433)	£21,640.67	
Reserve Account	£5,024.59	
		£26,665.26
Less: any unpresented cheques		£0.00
Add: any unbanked cash	None	
Net bank balances as at 2 November 2022		£26,665.26

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

CASH BOOK

Opening Balance	£17,899.37
Add: Receipts in the year	£13,492.37
Less: Payments in the year	£4,726.48

Closing balance per cash book [receipts and payments book] must equal net bank balances above

£26,665.26



Account type: **BUSINESS CURRENT**
Account number: **07572433**
Sort code: **01-07-80**
Account name: **SLA MOSTON PC A**

Transactions

Date: **2nd November 2022**

Your transactions

Showing: **Last 1 month (4 weeks), All Transactions**

Date	Type	Description	Paid in	Paid out	Balance
1 Nov 2022	S/O	KRISTINE PEMBERTON, SALARY , FP 01/11/22 30 , 40023112879277000N	-	£239.42	£21,640.67
19 Oct 2022	DPC	ELWORTH PCC , MOSTON PARISH COUN, VIA ONLINE - PYMT , FP 19/10/22 10 , 24161111871329000N	-	£50.00	£21,880.09
3 Oct 2022	D/D	SCREWFIX DIRECT LT, 6331640021415773	-	£21.00	£21,930.09
3 Oct 2022	S/O	KRISTINE PEMBERTON, SALARY , FP 03/10/22 30 , 01013015990673000N	-	£239.42	£21,951.09

ITEM 6

6. FINANCES AND BUDGET

6.1 Expenditure vs Budget

To receive the expenditure against budget to 3rd December 2022

MOSTON PARISH COUNCIL
BUDGET AND EXPENDITURE 2022/2023 to 3 December 2022

EXPENDITURE	Budget 2022-2023	Expenditure to date (net)	Difference v budget	% of budget spend
Clerk's Salary	£3,000	£2,584	£416	86%
General admin:	£200	£0	£200	0%
Website/ICT costs	£600	£199	£401	33%
Insurance (Paid annually)	£250	£205	£45	82%
Payroll Costs	£150	£158	-£8	105%
Audit Fees- Internal (paid annually)	£150	£180	-£30	120%
Subscriptions	£350	£365	-£15	104%
Meeting Room Hire	£150	£50	£100	33%
Training	£300	£55	£250	18%
Planning support (includes reserves)	£2,655	£450	£2,205	17%
Parish Improvements / events	£5,200	£1,583	£3,617	30%
Chairs Fund		£50		
Planning reserve	£13,000	£0	£13,000	
General reserves	£2,000	£0	£2,000	
TOTAL	£28,005	£5,879	£7,181	

6.2 Payments and Receipts Since Last Meeting

Cheque date or payment date	Type of Transaction	Cheque Number	Recipient	Details	Total Amount
03/11/2022	BACS		NatWest	Interest	+£2.89
23/11/2022			CHALC	Training	£25.00

28/11/2022			SLCC	Subscription	£80.00
01/12/2022			KPE & MCL	Staffing	£623.57

Payment yet to be made:-

Training held on 30/11/2022			CHALC	Training	£30.00
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6.3 Bank Reconciliation

Bank Reconciliation 3 December 2022

MOSTON PARISH COUNCIL

Financial year ending 31 March 2023

Prepared by: M Clough, Parish Clerk & RFO

Balance per bank statements as at 3 December 2022	£	£
Current Account (07572433)	£20,964.30	
Reserve Account	£5,027.48	£25,991.78
Less: any unpresented cheques	-£52.20	£25,939.58
		£0.00
Add: any unbanked cash	None	

Net bank balances as at 2 December 2022 **£25,939.58**

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

CASH BOOK

Opening Balance	£17,899.37
Add: Receipts in the year	£13,495.26
Less: Payments in the year	£5,455.05

Closing balance per cash book [receipts and payments book] must equal net bank balances above **£25,939.58** £0.00



Transactions

Account type: **BUSINESS CURRENT**
Account number: **07572433**
Sort code: **01-07-80**
Account name: **SLA MOSTON PC A**

Date: **3rd December 2022**

Your transactions

Showing: 1-Nov-2022 to 3-Dec-2022, All Transactions

Date	Type	Description	Paid in	Paid out	Balance
2 Dec 2022	DPC	KRISTINE PEMBERTON, PEMBERTON , VIA ONLINE - PYMT , FP 01/12/22 10 , 59215320281251000N	-	£362.27	£20,964.30
2 Dec 2022	DPC	MRS M T CLOUGH , MOSTON PC , VIA ONLINE - PYMT , FP 01/12/22 10 , 31215658502893000N	-	£209.10	£21,326.57
28 Nov 2022	DPC	SLCC , MCLOUGH 1008722 , VIA MOBILE - LVP , FP 26/11/22 10 , 03134821965649000N	-	£80.00	£21,535.67
23 Nov 2022	DPC	CHALC , MOSTON PC , VIA ONLINE - PYMT , FP 22/11/22 10 , 44205124200635000N	-	£25.00	£21,615.67
1 Nov 2022	S/O	KRISTINE PEMBERTON, SALARY , FP 01/11/22 30 , 40023112879277000N	-	£239.42	£21,640.67



Transactions

Account type: **BUSINESS RESERVE ACCOUNT**
Account number: **96473193**
Sort code: **01-07-80**
Account name: **SLA MOSTON P C BR**

Date: **3rd December 2022**

Your transactions

Showing: 1-Nov-2022 to 3-Dec-2022, All Transactions

Date	Type	Description	Paid in	Paid out	Balance
30 Nov 2022	INT	30NOV GRS 96473193	£2.89	-	£5,027.48