**DRAFT - Minutes of the Great Budworth Parish Council Annual Meeting held at the Parish Hall on Monday, 15 May 2023.**

The meeting opened at 7.03pm

Janet Bennett, Parish Clerk & Financial Responsible Officer, welcomed all attendees to the meeting & explained the format of the meeting.

Present:

Parish Councillors - Karen Hammond, Malcolm Torrance, Justin Culver, Steven Jennings, David Wilkinson, Chris Wise, Stephen Coppell, Karen Williams.

Parish Clerk – Janet Bennett

Members of the Public – Don Hammond, Bill Anderson, Jenny Bowman, Rod Bowman, Rosalind Barclay, Hazel Forwood, Anna Lee, Bob Wilkinson, Lesley Hopkinson, Barbara Jennings, Kate Huet.

1. Completion of documentation for new Councillors:

All newly elected Councillors completed the “Declaration of Acceptance of Office” & “Register of Interest” documentation. Janet Bennett, Parish Clerk witnessed & signed all documentation.

1. Election of New Chairman:

Janet Bennett invited nominations for the role of Chairman

Karen Hammond was nominated by Malcolm Torrance and seconded by David Wilkinson

Steven Jennings was nominated by Chris Wise. Steven withdrew his own nomination.

Karen Hammond was invited and accepted the role of Chairman

Janet Bennett invited the retiring Chairman, Don Hammond to address the new Council. Don gave his vote of thanks to all outgoing Councillors and welcomed Karen Hammond to her role of Chairman.

1. Election of Vice-Chairman:

Janet Bennett invited nominations for the role of Vice-Chairman

David Wilkinson was nominated by Karen Hammond and seconded by Malcolm Torrance

David Wilkinson was invited and accepted the role of Vice-Chairman

1. Welcome & Attendance:

Karen Hammond welcomed Councillors to their posts & welcomed members of the public in attendance.

1. Apologies: None
2. Declarations of interest:Malcolm Torrance declared himself to be a Trustee of the Parish Hall CIO.
3. Appointments: All councillors voted to accept the current “Terms of Reference” and voted to accept all councillors would be involved with the committees below when necessary and called upon.
4. Planning committee.
5. Finance committee
6. Staffing committee
7. Risk assessment committee

In addition, appointments to local organisations were discussed, voted on and agreed as follows –

1. Heritage group would reconvene as and when deemed necessary and called upon.
2. Parish Hall – All councillors agreed that, as councillor, Dr Malcolm Torrance is a Trustees of the Parish Hall CIO it is no longer necessary to appoint a councillor.
3. Bowling Club & Tennis Club – All councillors agreed it was no longer necessary to appoint a councillor to these clubs.
4. Portfolios: Councillors agreed that J
* Justin Culver would lead on specific matters of business in relation to Manchester Airport & HS2.
* Janet Bennett & Chris Wise would lead on matters of business regarding the Great Budworth Parish Council website.

 Karen Hammond requested that all attendees provide feedback on the PC website.

 Justin Culver agreed to prompt people for feedback on the website by adding a post on the village What’s app group

1. Policies to be noted:
* Great Budworth Standing Orders 2023- 2027
* Great Budworth Financial Regulations
* Great Budworth Code of Conduct.

A Show of hands voted for existing policies to be carried.

1. Representations from the Public: None
2. Retiring Chairmans report 2022 – 2023. Don Hammond addressed all attendees with his annual report 2022 – 2023. A full transcript of the report is available in the June issue of the Great Budworth bulletin.
3. Minutes from previous meeting – Monday 6th March 2023 were agreed unanimously.
4. Budget: Janet Bennett gave a full account of the accounts for 2022 – 2023. Proving prior notice that the figures quoted are only provisional and still subject to audit. Janet confirmed that all account information was now available for inspection by the public for the next 7 days.

Payments had been made to –

1. Clerk salary £410.00
2. ChALC membership £92.52
3. G Ayres (Microsoft subscription) £79.99
4. J Bennett (Parish Council printer ink) £69.99

 Precept of £9511.00 received from CWAC

 Janet Bennett & Don Hammond have calculated and agreed the 2023 – 2024 budget

 End of year accounts will be submitted the first week of June 2023.

1. Planning Applications:

Ref:22/02029/FUL Great Budworth Primary School: It was brought to the council’s attention by a member of the public that a Biodiversity Report was necessary and CWAC were to instruct a company to complete this report. The Parish Council noted that this would be considered when any new plans are submitted. A member of the public asked for planning to consider how the school children perceive the school playing field being enclosed with a large metal fence? Could a more secure hedge be considered instead, these comments were noted.

Ref:23/01119/FUL Westage Farm: No objections

Ref: 23/01360/CAT The Coach House: No objections

1. Highways: Potholes – Some have been repaired on High Street & Church Street. It was reported and noted that Westage Lane will soon become impassable due to the number of potholes. Chris Wise enquired if CWAC could inform the village residents when work was to commence, this would allow cars to be moved from the road making more potholes accessible. Janet Bennett agreed to contact CWAC to establish if this was possible. Janet Bennett agreed to add the link to report potholes to CWAC onto the village WhatsApp group.

Councillor David Wilkinson has reported a blocked drain by his land to CWAC but nothing has happened.

1. Maintenance:
2. Annual undergrowth clearance of the Avenue: Janet Bennett is to contact John Eaton to establish when this is likely to take place.
3. Repair to roof of the bottom Pump House: Members of the public raised concerns about the damage to the roof and asked councillors if the roof should be repaired or fully replaced. This has been discussed several times over the past years, with a number of quotations received for different repairs, however, the repairs have not been agreed. 3 new quotations will be obtained. To be discussed at the July 2023 Council meeting. Janet Bennett is to locate the file for the bottom Pump House to see if previous quotations have been saved.
4. Members of the public reported damage to a tree on the Avenue, it has not been confirmed how the damage occured. There is possibly a badger set, 2 or 3 trees down from Farthings Lane on The Avenue. David Wilkinson made it clear there is nothing that can be done to remove the badgers or the badger set. A member of the public shared that her son has seen the damaged tree and said he thought it was made by a Muntjac deer.
5. Other matters arising: Speed limit on Budworth Lane & Cock Lane. Comberbach Parish Council have approached Great Budworth Parish Council for a financial contribution to the cost of reducing the speed limit on both roads from 50mph to 40mph. The total cost between both parish councils is £7300 & CWAC would contribute £3650. After consideration of the report Great Budworth councillors voted unanimously against making any financial contribution.
6. Minutes of the meeting held on Monday; 16 January 2023 were agreed unanimously.
7. Dates, time, and place of next meetings:

 All meetings are to be held in Great Budworth Parish Hall at 7pm

* 10th July 2023
* 4th September 2023
* 6th November 2023

 17. The meeting closed at 8.06pm.