



You are hereby summoned to attend the Annual Parish Council Meeting to be held at 7.30pm on Tuesday 28th May at Siddington Village Hall.

Members: Cllr. D. Billington, Cllr. B. Carbutt, Cllr. S. Forster, Cllr. D. Furness, Cllr. A Meadowcroft, Cllr. B Smart, Cllr. Paul Wain, Cllr. Peter Wain

Clerk of the Council: Elizabeth Worrall

Dated: 14th May 2024

22 Wesley Avenue, Alsager, Cheshire, ST7 2NG

Email: clerksiddington@gmail.com Tel: 0777 951 8959

AGENDA

1. To elect the Chairman for 2024 / 2025

2. To elect the Vice Chairman for 2024 / 2025.

PART 1 - PUBLIC AND PRESS

There will be an opportunity for public participation at the start of the meeting at the discretion of the Chairman. This period will last for no longer than 15 minutes.

3. To receive and approve apologies for absence

4. To receive any declarations of interest.

5. To receive and resolve to approve the [minutes for the meeting of 2nd April 2024](#)

6. To approve Councillor Responsibilities for 2024/25

HR – Chair and Vice Chair

Finance – Chair and Vice Chair

Communities / Village Matters – David Furness

Highways (2 Councillors) – TBC

Planning (2 Councillors) – TBC

Rural Matters incld. Policing - TBC

7. To receive a report from Cheshire East Ward Councillor if present.

8. Accounts and sign off of Audit 2023 / 2024

[Internal Audit Report](#) – To receive the internal audit report for 2023/24, to note the recommendations and the action plan and to review and resolve to publish the Council's response to the internal auditor's report ([draft response](#))

[AGAR Audit Report](#)

9. Section 1 Annual Governance Statement Section 2023/24 of the AGAR - To receive and approve section 1 annual governance statement section 2023/24 of the AGAR and that the chairman and Clerk/RFO sign to confirm.

10. Section 2 Accounting Statements 2023/24 - To receive and approve section 2 Accounting Statements 2023/24 and that the chairman sign to confirm approval.

11. Certificate of Exemption 2023/24 – To confirm that the council meet the criteria to declare themselves exempt from an external audit.

[View Annual Governance and Accountability Return](#)
[View AGAR Supporting Statement](#)

12. To confirm the Public Inspection Period (Notice of Public Rights).

13. To review and adopt [Standing Orders](#)

14. To review and adopt [Financial Regulations](#)

15. To receive updates on village maintenance projects (railings, bench) and painting of the lake platform

16. To discuss the possibility of a Village First Aid evening

17. To discuss the possibility of installing and/or earmarking Council funds for boundary signs

18. To consider the following planning applications and any others since the publication of the agenda:

[24/1375M](#) - Listed building consent for roof repairs and replacement to the Theatre Wing roof of Capesthorpe Hall – comments due by 5th June

[24/1582M](#) - Retrospective application for an agricultural track to an existing farm building - Land Off, HENSHAW LANE, SIDDINGTON – comments due by 29th May 2024

19. To ratify the comments submitted for the following applications which required comments before this meeting.

None

20. To consider and resolve to approve proposed increased charges from TCS Management (payroll provider)

21. To receive and resolve to approve the accounts for payment:

PAYMENTS MADE

£15.00 Siddington Village Hall (hire for extraordinary meeting)

£22.50 Siddington Village Hall (hire for meeting)

£89.40 HMRC

£121.56 Clerk Salary – end April

£26.00 Clerk Homeworking Allowance – end April

PAYMENTS TO BE APPROVED

£59.40 TCS Management (payroll) – due 1st May

£59.40 TCS Management (payroll) – due 1st August

£214.00 Zurich Insurance

£180.00 Shona Amies – three months website support

£350.00 Shona Amies – initial charge for website build

£108.68 CHALC Membership

£446.40 Peter Davies – village maintenance (spraying)

£270.00 Internal Audit Charge – John Henry

£91.00 HMRC – Q1 – due end June

£121.36 Clerk Salary – end May

£26.00 Clerk Homeworking Allowance – end May

£121.36 Clerk Salary – end June
£26.00 Clerk Homeworking Allowance – end June
£121.36 Clerk Salary – end July
£26.00 Clerk Homeworking Allowance – end July
£121.36 Clerk Salary – end August
£26.00 Clerk Homeworking Allowance – end August

RECEIPTS

£2000.00 Cheshire East First Precept Payment

[Bank reconciliation \(year opening\)](#) and [Bank reconciliation \(end April\)](#) to be reviewed and signed by the Chair

22. Any other correspondence

Including e-mail from resident regarding overgrown hedging

23. To note the date of the next parish council meeting to be held on 24th September 2024