 **Darnhall Parish Council** 

**DRAFT Minutes of the Ordinary Meeting of Held**

**in Darnhall Village Hall on** **Tuesday 21st January 2020 at 7:30pm**

Members of the Council present: Cllr Jinks (Chairman), Cllr Bownes (Vice Chairman), Cllr Davenport, Cllr Langley, Cllr Sherry, Cllr Strachan & Cllr Lee.

1. Public Participation

*A period for members of the public to raise comments on matters being discussed at the meeting (15 mins max).* **There were no members of the public present.**

1. To receive apologies for absence

**Apologies of absence were received from Councillor Gaskill (Swanlow Ward Councillor) due to attendance at a Council meeting**

1. To note declarations of Members Interests

**No declarations of interest were noted**

1. To receive the Chairman’s opening remarks

**The Chairman gave his opening remarks to Council**

1. To confirm and sign the minutes of the previous ordinary meeting held on 19/11/2019

**The Chairman signed the minutes as a true and accurate record**

1. To receive matters arising from the previous meetings dated 19/11/2019

**126/19/11 To Consider the Contract for Outdoor Spaces (Vale Royal Gardening)**

*Contract expires March/April 2020*

**Council members requested the Clerk to write to Vale Royal Gardening to explore an extension to the current contract for an additional two years**

**127/19/11 Cheshire WI Centenary 2020** *To discuss/approve the planting of a Commemorative Tree within the Parish*

**Council members requested this to be deferred until the next meeting as the WI had not met**

1. To Determine and Approve the Precept for the financial year 2020/21

**Resolved: Council members agreed to increase the precept from £6,200 to £6,500 an increase of 4.4% (Band D)**

1. To approve Financial payments – *See Attached for Approval of Payments*

**Council members unanimously approved all of the financial payments**

1. To Receive Updates & Consider for Approval Decisions requested from Committees/Working Groups*; Fundraising Committee/Village Hall Management Committee/Finance Working Group*

**The fundraising committee reported on the success of the Christmas events and there would be monthly events taking place throughout 2020. Cllr Strachan thanked Cllr Sherry and highlighted the importance of volunteering in the Community;**

**The village hall mgt committee had not met would be looking to meet next month;**

**The finance working group would be moving to committee status and would explore if any improvements to the administration of hall bookings could be implemented**

**Page 129/20**

1. To receive the Clerks report

**Council members received the Clerks report**

1. To Approve the following financial changes as recommended by the internal Auditor;
   1. That Darnhall Parish Council will hold and operate from only one current bank account
   2. The Nat West bank will be Darnhall Parish Councils sole provider of banking facilities
   3. To transfer the full balance of monies from the Barclays Business Current account to the Nat West Current account by 31 March 2020
   4. To transfer the full balance of monies from the Barclays Business deposit account to the Nat West Current account by 31 March 2020
   5. To close the Barclays Business Current account by 31 March 2020
   6. To close the Barclays Business Deposit account by 31 March 2020

**Council members unanimously approved all (11a-f) of the above financial recommendations**

1. To approve the setting up of Direct Debit payments from the Nat West current account for ease of operations and transparency;
2. ICO – Data Protection (Annually)
3. WaterPlus (Quarterly)
4. Scottish Power (Quarterly)
5. Cheshire Community Action (Annually)

**Council members unanimously approved the setting up of Direct Debit payments**

1. To agree to the closure of the BT account currently providing broadband to the village hall whose Contract is scheduled to end on 31 March 2020

**Council members unanimously approved of closure the BT account at the end of this financial year**

1. To Agree to the signing up of online banking facilities with Nat West for ease of operations and transparency

**Council members unanimously approved to the signing up to online banking facilities**

1. To Approve updates to be made to Darnhall Parish Council’s Financial Standing Orders to reflect the approved changes following the auditors recommendations

**Council members unanimously approved the updating of the Financial Standing Orders**

1. To Consider the closure of the Darnhall 200 Club

**Resolved: Council members unanimously agreed to the closure of the Darnhall 200 Club at the end of this financial year**

1. To Consider the Speaker at the 2020 Parish Assembly

**Resolved: Council members agreed that a speaker from Oulton Park would be invited to speak this year. Cllr Langley would make contact with Oulton Park**

1. To Consider the latest planning applications submitted in the Parish – *See Attached*

**Resolved: Cllr Bownes informed Council members that application 19/00912/LDC had now been determined by CW&C Council - Approved**

Neighbourhood Plan

**Cllr Strachan reported to members that the NP was now complete and would be going forward to the final stage of public consultation and statutory consultees. A proposed date of Sunday 2nd March 2020 has been put forward for the public to drop in at the village hall to view the plans**

**Page 130/20**

1. To Agree and Approve the purchase of a lockable, fireproof, metal cabinet for the storage of Council documents to be sited inside the village hall.

**It was unanimously agreed by Council members that Cllr Lee would purchase a suitable cabinet that was currently on sale for £25 in St. Lukes Hospice, Winsford**

1. To Consider increasing the number of Council Meetings from bi-monthly to monthly

**Resolved: It was unanimously agreed by Council members to keep the number of ordinary meetings as bi-monthly due to the number of Committees**

1. Items for information and discussion only – No decisions can be made

**Cllr Lee was disappointed that Village Hall week was not celebrated earlier in the month**

**Meeting closed at 21:55pm**

**DARNHALL PARISH COUNCIL – Summary of Current Planning Applications to Cheshire West & Chester Council.**

**Agenda Item 9. PLANNING**

*Applications as at 16th January 2020. Councillors should familiarise themselves with all applications prior to the meeting.*

|  |  |  |  |
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| 19/03133/FUL | Pool Head Farm, Woodford Lane West Darnhall Winsford Cheshire CW7 4EQ | Conversion of agricultural buildings to offices including link extension and associated development | Application received  15.08.2019  Not Yet Determined |
| 19/03634/FUL | Style Barn Swanlow Lane Darnhall  Winsford Cheshire CW7 4BS | Extensions to rear and increasing the roof height | Application received  9October 2019.  **Approved 5.12.2019** |
| 19/00912/LDC | Weaver Hall Farm  Darnhall  Winsford Cheshire CW7 4EB | Continued Use of Garden & Parking Area | Application received  07.03.2019  Not Yet Determined |
| 19/00718/FUL | Park Farm  Darnhall  Winsford Cheshire CW7 4BP | Creation of Two Ponds & Surrounding Marsh | Application received  20.02.2019  Not Yet Determined |
| 19/01975/FUL | Ash House Farm CW7 4DQ | Extension to Existing Boarding Kennels | Application received  21.05.2019  Not Yet Determined |

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| **Nat West Bank** |  |  |  |  |
| **Date** | **Payment Type** | **From Whom** | **Reason** | **Amount £** |
| 14.11.2019 | Chq 526 | Cllr Langley | Weebly domain name | 50.00 |
| 19.11.2019 | Chq 527 | H Moss | Salary | 156.97 |
| 19.11.2019 | Chq 528 | Cllr Sherry | VH Consumables | 9.25 |
| 19.11.2019 | Chq 529 | Cllr Sherry | VH Consumables | 5.65 |
| 22.11.2019 | Chq 530 | NMC Design Print | Newsletters | 25.00 |
| 22.11.2019 | Chq 531 | Starboard Systems (Scribe) | Finance Software | 108.36 |
| 06.12.2019 | Chq 532 | Cllr Sherry | VH Consumables | 39.90 |
| 06.12.2019 | Chq 533 | Private Hall Booking | Hall Booking Not Taken (Hall Double Booked) | 70.00 |
| 6.12.2019 | Chq 534 | HMRC | Penalty | 200.00 |
| 6.12.2019 | Chq 535 | Cllr Strachan | VH Lights | 6.20 |
| 6.12.2019 | Chq 536 | Safe Security | VH Alarm Service | 215.00 |
| 9.12.2019 | Chq 537 | H Moss | Salary | 177.67 |
| 9.12.2019 | Chq 538 | J Hignett | VH Xmas Lights | 220.61 |
| 10.12.2019 | Chq 539 | Cllr Sherry | VH Xmas Consumables | 274.42 |
| 20.12.2019 | Chq 540 | Vale Royal Ground Maint. | VH Outdoor Spaces | 1080.00 |
| 20.12.2019 | Chq 541 | PFK Littejohn | Audit | 240.00 |
| 20.12.2019 | Chq 542 | Darnhall Estates | VH Lease | 1.00 |
| 20.12.2019 | Chq 543 | Cosign Sign Makers | VH Sign | 90.00 |
| 20.12.2019 | Chq 545 | WaterPlus | VH Water | 144.12 |
| **Total Withdrawn** |  |  |  | **3114.15** |
| **Cheques Presented – Not Cashed** |  |  |  |  |
| **20.12.2019** | Chq 544 | Private Hall Booking | VH reimbursement of deposit | 25.00 |
| **Total** |  |  |  | **25.00** |
| **Current Account** |  |  |  |  |
| **Awaiting bank statement** |  |  |  |  |

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| **Date** | **Payment Type** | **From Whom** | **Amount £** |
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| **Barclays Bank** |  |  |  |  |
| **Date** | **Payment Type** | **To Whom** |  | **Amount £** |
| **Monthly** | **Direct Debit** | **BT Group Ltd** |  | **38.88** |
| **Cash Deposited At Bank** |  |  |  |  |
| 5.11.2019 | 100420 |  |  | 25.00 |
| 19.11.2019 | 100421 |  |  | 170.00 |
| 29.11.2019 | 100422 |  |  | 63.00 |
| 3.12.2019 | 100423 |  |  | 600.00 |
| 10.12.2019 | 100424 |  |  | 150.25 |
| **Total Deposited At Bank** |  |  |  | **1008.25** |

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| **Business Current Accounts** |  |  |  |
| Balance as at 19.12.2019 |  |  | **10,182.37** |
| **Business Savings Account** |  |  |  |
| Balance as at 19.12.2019 |  |  | **8,810.18** |
| **DVH 200 Club** |  |  |  |
| Balance as at 03.01.2020 |  |  | **1,111.00** |
| **TOTAL CASH (3 ACCOUNTS)** |  |  | **£20,103.55** |

**Page 131/20**