**Minutes of the ordinary meeting of Darnhall Parish Council**

**Held in Darnhall Village Hall on Tuesday 19th March 2019 at 7.30pm**

Members of the public present: None

Members of the council present: Cllr Jinks (chair), Cllr Bostock, Cllr Davenport, Cllr Langley, Cllr Sherry & Cllr Strachan.

1. **Apologies for absence**

Cllr J Bownes – working

Cllr Strachan will arrive late

1. **Disclosure of declaration of interest**

None

1. **Chairman’s opening remark**

We had three applicants for the clerk’s job and the interviews took part last Thursday. Cllr Jinks, Cllr Davenport and Cllr Strachan did the interview. Cllr Langley was also at the meeting to meet and greet and the clerk took notes. One lady has been selected and her name will be revealed later in the meeting

The chairman had read in the Chalc newsletter about possible grants towards Calor gas tanks up to £5,000. Clerk to make enquires if they would help towards the cost of moving our tank, which is in the wrong place.

In January the chairman reported the overgrown hedge opposite weaver chapel. A local resident has now cut the hedge at no cost.

Cheshire highways have filled in all the pot holes and broken edges along hall lane and made a really good job. Letter from parish council to highways to thank them for doing this. Also clerk to contact the estate to ask if they could replant new trees along the hedge along hall lane that had to be taken down due to disease.

1. **Minutes**

**To approve the minutes of the ordinary parish council meeting held on Tuesday 15/01/2019 137/19 resolved that the council approved the minutes.**

**7.45pm** Cllr Strachan arrives

1. **Matters arising from the minutes of the ordinary meeting on Tuesday 15/01/19**

* Guest speaker for the parish assembly. Robin Wood has been in touch with Chester Zoo and they have confirmed that they will be coming. Posters to be made and printed by Neuromuscular to advertise this event well asking for people to book places. 250 x A5 flyers.

Tea and cake as refreshments

* Re- Caretaker limit on spends. New terms of reference done. All councillors agreed to them. Letter and new terms of reference to be given to caretaker
* Chairman asked if there had been any update on the planning applications for Style Farm and Poole Head. There are no updates at the moment.

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* List of key holders for the Village hall has also not been done yet. Suggestion made that we need two lists, one for all general users and another for people who are prepared to be called out in an emergency/late at night.

1. **Clerks report**

Laptop and printer have been put ready for the new clerk. Email address has been changed. Files have been boxed up ready to go. Notes to explain what everything is will be given to the new clerk.

Old plans to be boxed up for now and given to new clerk.

1. **Planning, Neighbourhood Plan (NP)**
   1. Planning application 18/04930/ful Dairy House farm, Weaver Hall Lane, Winsford, CW7 4EE for barn conversion to create farm education centre with five two bedrooms’ visitor’s accommodation units. No comments or objections from Darnhall Parish Council

The Chairman mentioned the shed at Weaver Bungalow. The contents we believe have now been removed. A local resident had heard that the owners of the shed were hoping for the concrete base that the shed was built on could be left.

* 1. Neighbourhood plan update. The group met again recently to further discuss the draft plan. It is close to being finalised now. Need to consult with the plan advisors and CWAC

1. **Finances**
   1. Receive the Natwest bank statement and agree the figures with the bank reconciliation.

Balance at the end of January was £9,816.79 there are 6 cheques made out totalling £1463.36 leaving a closing balance of £8213.43

Petty cash will have £73.86 in it due funds being paid to the clerk tonight less some expenses that she has already had.

* 1. Float required for petty cash £100
  2. Pay clerks wages £1200 less tax as agreed in the budget
  3. Pay HMRC tax on wages – both clerks and caretakers £240 from Parish council and £100 from Village Hall funds
  4. Pay clerks broad band £90 as per budget
  5. Pay Darnhall Brownies their donation of £50 as agreed in the budget
  6. Pay Darnhall guides their donation of £50 as agreed in the budget
  7. Pay Darnhall Dancers their donation of £50 as agreed in the budget from chairman’s award
  8. Pay Chalc affiliation fee £63.36. the invoice arrived for this today.
  9. Sort our year end vat claim from Parish council and village hall accounts. The clerk has had a look at this and it will be around £2,000 to claim back. Final invoices need to be checked before year end accounts are completed.
  10. Agree the new financial standing orders – re- on line banking, DD, etc. **138/19 agree to the new changes being made to the financial standing orders. Agreed by Cllr Jinks and seconded by Cllr Bostock**
  11. Prepare year end accounts for next month’s meeting. This is being sorted and will be ready for the next meeting

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* 1. Agree to appoint the internal auditor John Henry. **139/19 councillors agreed to John Henry doing the accounts again for us. Agreed Cllr Langley and seconded Cllr Sherry.**
  2. To receive the Barclays bank statement for the Village Hall and agree the figures with the bank reconciliation. The bank at the end of January was £7687.65, we have received £834.00 and spent £3,182.52 over the past two months. This leaves a new balance of £5,339.13 which is down from January.

The deposit account has £8791.42 in it as a bit of interest has been added.

* 1. Pay caretakers wage £500 less tax
  2. Pay Jim Ashley for Groundwork Maintenance at the Village Hall £1020.00
  3. To receive the Barclays bank statement for the 200 club and agree the figures with the bank reconciliation – no updates on this at the moment.

1. **Update on the Darnhall Village Hall Project**

Robin Wood is away at the moment. Cllr Jinks confirmed that he had signed the agreement with WREN.

Clerk pointed out that the hall will be closed from 15th July to 18th August. The parish council have a meeting booked for the 16th July so will need to find a new venue. The sailing club was suggested. Clerk to find out if available and book it.

1. **200 club**

Mix up with the licence renewal paperwork going missing. Cllr Jinks has now sent the money, £20, with a covering letter so hopefully all sorted now.

1. **Appoint the new clerk**

As mentioned at the beginning of the meeting by the chairman, we had three ladies apply for the post of clerk. After the interviews took place last Thursday one applicant has been chosen - Helen Moss. The clerk will notify her in the morning.

1. **Election 2019 papers and information for all councillors**

Clerk handed all the information packs to the councillors for them to fill in. Cllr Jinks has offered to take them into Wyvern House on the 27th March but he will need to book an appointment first.

All councillors to make sure their paperwork is with Cllr Jinks in time.

1. **Meetings attended by councillors**

None

1. **Update on Village Hall Fundraising**

Cllr Sherry updated councillors on recent fundraising.

Dance night £155, Human Race Night £200, Dog walks still popular and next one on 14th April, Quiz night on 13th April, Jumble sale on 18th May and afternoon tea on 9th June.

The fund raising committee are to be congratulated on organising these events and raising the money for the hall.

1. **Darnhall Village Hall working group**

Need to arrange another meeting. Should meet every quarter. Nothing to report at the moment. New clerk to arrange meeting dates for the rest of the year.

Gate needs looking at as it has dropped – Cllr Langley will see if he can sort it out

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1. **Items for information and discussion only**

Cllr Jinks checked with Chalc about members of the public speaking at a meeting. If they are invited they can speak on an agenda item during the meeting. Member of the public only to speak at the start of the meeting, unless invited by the chairman to speak on an agenda item during the meeting.

Cllr Langley mentioned the Darnhall Mill. Reaseheath College have been in touch again to see if they can help with restoration work.

Clerk to contact the estate to arrange a meeting to discuss this matter further.

The building needs to be made secure and safe for the future and preserve it.

Clerk to try and book a meeting before our parish assembly.

Request that councillors attend more of the fundraising meeting.

Newsletter for April. More at next meeting.

Allotments update. Clerk had asked the estate about suitable land. This could be discussed at the meeting about the mill.

Cllr Bostock has said he will not be standing for council again and he cannot make the next meeting. Cllr Jinks thanked Cllr Bostock for all his work over the past 4 years and wished him well in the future. Cllr Bostock will still be an active member of the Neighbourhood Plan group.

Meeting Closed at 9.25pm

Signed by the Chairman …………………………………………………………………………………………………….

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