

Agenda for the Meeting of the Parish Council, Thursday 10th April. Location St. Mary's Church, Partington

The following Councillors were summoned to attend the Parish Council meeting above, as described : Jean Booth (JB) | Thomas Field (TF) | John Harper (JH) | Elizabeth Harvey (LH) (**Chair**) | Sara Land (SL) | Clare Robinson (CR) | O.Shorinwa (OS) | Mark Stirling (MS)

Clerk:

1. Welcome

- 1.1. Welcome and housekeeping.
- 1.2. Meeting started at 6.30pm
- 1.3. 2 members of the public attended.

2. Apologies, Quorum and Declarations of Interest (LH)

- 2.1. Apologies: **Resolved** no apologies received
- 2.2. A full quorum is present: **Resolved** the meeting was quorum.
- 2.3. Any Declarations of Interest: **Resolved** there were no DoI.

3. Previous meeting minutes (LH)

- 3.1. The minutes for approval: 13th March 2025 parish council meetings.
 - 3.1.1. Motion to approve the accuracy of the previously mentioned meeting.
 - 3.1.2. Moved **LH**, Seconded **JH**
 - 3.1.3. To approve the accuracy of the meeting minutes for 13th March 2025 Paper form: **Approved unanimously**
 - 3.1.4.

4. Chair report (LH)

- 4.1. Questions and Problems
 - 4.1.1. **Resolved**, no current issues have been raised since the last meeting.
- 4.2. Banking arrangements
 - 4.2.1. Due to the Clerk not being employed there was no fidelity insurance to cover volunteers.
Resolved, that going forward this has been resolved and the outgoing Clerk PN who subsequently resigned has been removed from banking.

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5. Public Participation

5.1 A member of the public (MOP1) updated the Council regarding potholes outside their property. Councilors advised the residents on how to report the issue to the Borough Council's Highways Department.

5.2 (**MOP2**) reported rubbish on the field. The Chair informed the group that a litter pick has been scheduled for **19/04/2025**. MOP2 has been added to the WhatsApp group for further updates and coordination.

6. Finance and risk management

6.1. Finance report: The income and expenditure to be reviewed.

Resolved unanimously to be postponed until the next meeting.

6.1.1. Bank Account transactions

LH updated that £2,200 is to be added to the transaction list.

6.1.2. **Motion carried** to agree the accuracy of the parish cashbook accounts

6.1.3. Moved (SL), Seconded (OS).

6.1.4. **Resolved** that the accuracy of the Parish cashbook accounts was agreed and confirmed.

6.2. [Risk Register](#) update

6.2.1. The overall compliance is 85%, no change since the last meeting.
Resolved that there was no change.

6.3. Tender for field leveling and grassing

6.3.1. Quote from local farmer to be do the seeding
Resolved that Council is awaiting the quote

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6.4. Outstanding actions

Bench on Moss Green Action to review	
Litter pick Action LH to arrange Update 10/04/2025:	
Social media drive for a tidy village planned for Saturday 19th April	LH
Speed indicator signs Action to re-engage Trafford Council	LH
Planting trees, shrubs, and planting in common green spaces Action to contact Highways authority re licensing required	JH
Arrange a delivery plan workshop.	
To produce a letter to companies setting out the parish council's vision for the field and to see if they can contribute in supporting this project. <i>[This will be done once the Parish council has updated its vision and strategic development]</i>	CR

7. Planning

7.1. **Resolved**, no applications since the last meeting.

8. Any other business (ALL)

8.1. Recreation Field

- 8.1.1. Move excess stones to boundary to prevent motorcycle access
 - 8.1.1.1. Need to find out the minimum gap needed
Moved & Approved to go ahead with the quotation.
- 8.1.2. Gate access to prevent motorcycle access. PN to get quotes.
Approved but deferred Council are to order gate.
- 8.1.3. Social media plan for field development.
Moved unanimously
- 8.1.4. No motor vehicle signage

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- 8.2. Rear of Stamford Road Plots
 - 8.2.1. Head of Terms have been received for review by the Parish Council. **Approved**
 - 8.2.2. Awaiting a response from Trafford, questions were sent. **Resolved** it will be brought to the next meeting.
- 8.3. Christmas working groups
 - 8.3.1. Terms of reference by next meeting MS
 - 8.3.2. Members CR, SH, OS
 - 8.3.3. Budget to be agreed
 - 8.3.1 Council discussed the purchase of a Christmas Tree or the pruning of the tall Holly tree which is located close to the road.
- 8.4. Field working groups
 - 8.4.1. Terms of reference by next meeting MS
 - 8.4.2. Members RF,MS,LH
 - 8.4.3. Budget to be agreed

Resolved: That the following items were discussed, and approval was granted for the purchase of the equipment listed below.

Printer 3 in 1 printer Approx £60: **Approved** Stationary will also be a requirement.

Laptop: **Approved**

Projector: **Approved** on the advice of the MS, that a more substantial projector be purchased to better meet the needs of the organization."

Grass Seed: **Approved** the purchase of 6 bags circa £50 in total.

Gate for the field £800: **Approved**

Gate fitting under £500: **Approved**

Quote for boulders moving with machine and driver. £450 for the day: **Approved**

Additional purchases approved:

Fireproof lockable case

PN resignation:

Resolved that this has been acknowledged

Response from Internal Auditor:

Resolved that the audit for the fiscal year **2024–2025** will be expanded in scope, reflecting the increased scale and complexity of operations. The audit will be treated as a **larger audit engagement** compared to previous years, with additional resources allocated as necessary.

Plans for preparation of May AGAR meeting- Support of Sharon Booth as clerk

Resolved that the locum Clerk will support and advise where required.

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POR: The Chair initiated the Professional Minutes Exclusion Resolution.

8.5. Strategy overview (MS)

8.5.1 **Proposed** a separate meeting will be held regarding the projector.

8.5.2 **Proposed** that lessons should be learned from recent experiences, and that future delegation of responsibilities should involve more than one individual to ensure continuity and shared accountability.

Point of Reference (POR):

***Action:** The Council will review its Standing Orders to ensure that the delegation of tasks is properly documented.*

8.5.3 **Proposed** that Cllrs LH, JB, and CR form a VAT Committee to oversee matters relating to Value Added Tax.

8.6 Additional information (Cllrs)

- Work to commence on Crampton Lane.

***Action:** Letter to be written to the Electric Board to express our deep concern regarding the recently installed fence and its impact on the village community. The new fence has effectively removed the only amenity that the village has for public use, significantly affecting the residents' access to shared community space.*

9. Next meeting (LH)

Thursday 15th May 2025 | St. Mary's Church, Partington

10. Meeting Closed at: 7.30pm

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11. Attendance as per last meeting 13th February 2025

Councillor	Meetings YTD	Attendance YTD	%
Liz Harvey	8	7	78%
Jean Booth	8	7	78%
Thomas Field	1	1	80%
Sara Hughes	8	7	78%
Clare Robinson	8	7	78%
John Harper	8	7	78%
Ken Meaney (resigned 02/09/2024)	4	1	25%
Ola Shorinwa	8	5	56%
Mark Striling	8	7	78%