

Carrington Parish Council – Minutes Annual Parish Council Meeting

Date: Thursday, 15th May 2025

Time: 6:30 PM

Venue: St Mary's Church, Partington

The following Councillors were duly summoned to attend the Parish Council meeting as detailed above: Cllr. Elizabeth Harvey (LH) (Chair), O. Shorinwa (OS), Jean Booth (JB), John Harper (JH), Sara Hughes (SH), Clare Robinson (CR), Mark Stirling (MS), Thomas Field (TF)
Also in attendance: Sharon Booth, Locum Clerk.

1. Nominations and Voting for Chairperson for the Ensuing Year

- Nominee: LH – Proposed by CR, seconded by OS.

1.1 Outcome

- **Resolved** that LH will continue to serve as Chairperson.
- LH duly signed Declaration of Acceptance of Office

2. Nominations and Voting for Vice Chairperson for the Ensuing Year

- Nominee: CR – Proposed by OS, seconded by RF.

2.1 Outcome

- **Resolved** that CR will serve as Vice Chairperson.
- CR duly signed Declaration of Acceptance of Office

2.2 Nominations and Voting for Treasurer for the Ensuing Year

- Nominee: OS – Proposed by LH, seconded by JB

2.2.1 Outcome

- **Resolved:** that OS will serve as Treasurer.
- OS duly signed Declaration of Acceptance of Office

3. Apologies for Absence and Confirmation of Quorum

- Apologies received and approved.
- Quorum confirmed.

4. Declarations of Interest

- Resolved that there were no Declarations of personal or pecuniary interest to record.
- **Resolved:** Councillors duly signed and returned the Declaration of Acceptance forms.

5. Approval of Minutes from Previous Meetings

5.1 It was proposed that the minutes of the Annual Parish Council Meeting held on 30th May 2024 be approved as a true and accurate record.

- **Proposed by:** LH **Seconded by:** OD
- **Resolved:** That the minutes are an accurate record of the meeting.
- **Resolved:** That there were no matters arising

5.2 It was proposed that the minutes of the Monthly Parish Council Meeting held on 10th April 2025 be approved as an accurate record.

- **Proposed by:** SL **Seconded by:** OD
- **Resolved:** That the minutes are an accurate record of the meeting.
- **Resolved:** That there were no matters arising.
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6. Annual Review and Adoption of Council Policies

6.1 *Resolved:* That the following policies be circulated to all Council members by the Chairperson for review and adoption:

- Standing Orders
- Financial Regulations
- Code of Conduct
- Risk Register

7. Appointment of Committees and Working Groups

- **Christmas Working Group:** Members appointed – SL, CR, and Danny.
- **Field Committee:** Members appointed – LH, TF, and MS.
- **Resolved:** That MS be appointed as the lead for compiling the Terms of Reference.

8. Open Forum

8.1 A public participation session is held monthly prior to the Council Meeting, providing members of the public with an opportunity to speak for 2–3 minutes on agenda items. Once the Chairperson closes the session, no further public input is permitted. Political discussion is not allowed.

- **MOP 1:** A member of the public queried the purpose of the markings along Manchester Road and updated that Warburton Toll Bridge will be closed from 7am on 17th May and will reopen at 8am on the 19th May.
- **Response:** MS responded that the markings were part of a Trafford Council survey intended to indicate the location of underground pipelines.

9. Monthly Recurring Reports & Action Item updates

- **Chairperson's Report**
The Chair reported that the recent litter pick had been completed. TF extended apologies for not participating in the event. An update was provided on the progress of the village field, noting that rainfall is currently needed. JB also updated the council on the irrigation requirements for the field.
- **Resolved:** That there were no issues raised.

10. Action Progress Updates and Motions for Approval

a. Bench Installation – Moss Green

- **Action:** A review of bench locations and current condition to be conducted.
- **Resolved:** Council agreed to install the benches on the field instead.

b. Community Litter Pick

- **Resolved:** The litter pick has been successfully completed.

c. Speed Indicator Signs

- **Action:** Re-establish contact with Trafford Council regarding installation and maintenance.

- **Resolved:** Cllr LH to contact MP AW and provide feedback.
- d. Green Space Planting (Trees, Shrubs, and Other Flora)**
- **Action:** Contact the Highways Authority to confirm licensing requirements for planting in shared areas.
 - **Resolved:** Planting to be further discussed. Bulbs may be planted in October.
- e. Corporate Engagement – Parish Vision for the Field**
- **Action:** Draft and send a formal letter to local companies to outline the Council's vision and seek support. **Note:** Action to follow once the Parish Council's vision and strategic development plan are updated.
 - **Resolved:** To revisit once grass cutting is completed.
- f. Strategic Planning Workshop**
- **Action:** Organise a delivery plan workshop to facilitate implementation of strategic objectives.
 - **Resolved:** A separate meeting will be held to discuss objectives.
- g. Annual Audit and VAT Reclaim**
- **Action:** Cllrs Harvey and Booth to coordinate with the internal auditor to review and initiate VAT reclaim.
 - **Resolved:** Cllr JB reported that the auditor currently has the accounts. The VAT returns have been completed, with £11,973.39 to be reclaimed for the 2023–24 financial year and £3,428.85 already due back to the Parish Council for 2024–25.
- h. Standing Orders**
- **Action:** Council to review standing orders to ensure appropriate task delegation is documented.
 - **Resolved:** The Chairperson will circulate policies.
- i. Boundary Stones**
- **Action:** Review quotation for relocation of access stones to incorporate motorcycle deterrent measures.
- j. Gate & Signage**
- **Action:** Proceed with ordering the gate and installation of vehicle signage.
 - **Resolved:** Gate installation deferred until field works are completed.
- k. Crampton Lane**
- **Action:** Draft a letter to the Electric Board regarding the newly installed fence.
 - **Resolved:** No further action to be taken.
- l. Stamford Road Plots**
- **Update:** Awaiting response from Trafford Council.
 - **Resolved:** That more information and a budget is required before any progress can be agreed.
- m. Saica Hedge**
- SH reported that she has spoken with Saica, who confirmed they are willing to cut the hedge and conduct strimming
- n. Purchase of Equipment**
- **Resolved:** That the purchase of the below item was unanimously agreed.
Printer
Projector
Action: A separate meeting to be held to discuss these purchases.
Grass Seed

11. Trafford Planning Applications – Recent Submissions

- **Application 116115/CND/25** – Power Station, 132 Manchester Road
Submission for approval of details reserved by Condition 4 (Remediation Strategy) of planning permission 114439/FUL/25.
Date Received: 14 April 2025
- **Application 116280/VAR/25** – Power Station, 132 Manchester Road
Application for variation of Conditions 2, 3, 4, and 18 of planning permission 110320/FUL/23, pertaining to the BESS facility.
Date Received: 12 May 2025

12. Finance

- **Resolved:** The year-end financial report was reviewed and approved.
- **Resolved:** Cllr JB reported that preparations for the AGAR submission and audits have been completed. The internal auditor currently has the accounts. VAT returns have been completed, with £11,973.39 to be reclaimed for the 2023–24 financial year and £3,428.85 already due to the Parish Council for 2024–25.

13. Exclusion Resolution

- **Resolved:** That the public be excluded from the remainder of the meeting due to the consideration of confidential business
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14. Any Other Business

- MS inquired how much precept had been received and when the grant element is paid? (LH) informed the Council that a precept of £2,220 has been received. LH added that some councillors believe the full amount may not yet have been received and noted that Partington may have already been paid.
The Locum Clerk advised that the Grant element of funds is typically disbursed by TBC in July.
- LH mentioned that the Council is exploring the installation of notice boards, potentially four or five, at various locations including the community field, Ackers Lane, new development site at Heath Farm Lane and other suggested sites can be agreed. Quotes will be obtained.
- LH also noted the need for greater councillor engagement in community activities.
- It was reported that the police station may soon be manned again.
- JB informed the Council of her intention to resign.
Fellow councillors expressed their gratitude for her service and acknowledged that her departure will be a significant loss to Carrington Parish Council.

15. Date of Next Meeting

- The date of the next meeting will be scheduled at the proper time.
- There being no further business, the meeting was adjourned at 19:30.