

MINUTES OF THE LOSTOCK GRALAM ANNUAL PARISH ASSEMBLY MEETING HELD ON MONDAY 9TH MAY 2022 AT THE CHURCH HALL

The meeting commenced at 7.00 p.m.

PRESENT: Parish Councillors T Hodges, M Litton, P Kelly, L Kelly, K Hodgkinson, P Walker, Mark Venables and A Ross^{7.05}.

IN ATTENDANCE: L Sandison, Clerk

The Chairman opened the meeting.

APOLOGIES FOR ABSENCE:

It was **RESOLVED** to accept apologies from Councillors T Smith, P Cobley and PCSO Hambleton.

ACCEPTANCE OF MINUTES

The minutes of the Annual Parish Assembly held on 4th May 2021, having been copied to members, were confirmed as being a correct record.

MATTERS ARISING FROM THE MINUTES OF THE PARISH ASSEMBLY MEETING HELD ON 11th May 2020.

-None.

ANNUAL REPORT OF THE PARISH COUNCIL

A copy of the Annual Report outlining the work of the Parish Council over the past 12 months can be found at the end of the minutes.

It was noted that Cllr M Venables suggested that the Annual Report could include parish/parish council diversity.

OBSERVATIONS OF THE CHESHIRE WEST AND CHESTER COUNCILLORS FOR THE PARISH

The Clerk advised that CWAC will petition HS2, Cllr Stocks will ask that affected communities be consulted before the petition is written.

Cllr P Kelly advised that Cllr Stocks is pursuing Highways on a number of matters.

QUESTIONS TO THE PARISH COUNCIL

None

There being no further business, the Parish Assembly meeting closed at 7.15 p.m.

2021-22

THE COUNCIL

Councillor Tim Hodges has served as Chairman for the past twelve months with Councillor Mark Litton servicing as Vice Chairman. The Parish Council has no vacancies.

CHESHIRE WEST AND CHESTER COUNCIL

Cllr Stocks has been unable to attend Parish Council meetings in the year, however he has been in regular monthly contact with the Clerk and Cllr Pete Kelly. Cllr Stocks awarded the PC two grants in the year, one for a bus shelter on Manchester Road and the Christmas light switch on he also provided an oak tree for the Queens Platinum Jubilee.

PLAY AREA

The play area remains well-kept thanks to volunteer Graham Oakes who continues to litter pick and empty the bins. CG Services have done a good job maintaining the grassed area and have been awarded a further three-year grass cutting contract.

The CCTV system has been a welcome addition to the play area, with vandalism currently low. It is pleasing to see the wide variety of age groups using the MUGA, which is proving to be a great asset to the community.

The Football Pitch Executive Committee was dissolved and a new working group formed to Management the Sports Facilities.

HIGHWAYS

There has been no progress on the Highways S106 projects in the past twelve months. The PC has ordered two speed camera/30mph signs which are yet to arrive. The parish has had most of the gully's cleared however there still remains a number of problematic gully's which require further work or yet to be cleared. Speeding also remains a concern in the Parish.

POLICING

PCSO Phil Hambleton returned to the Shakerley Policing team this year. Phil has carried out a number of sports actives on the play area in school holidays which has been well received.

CHURCHYARD

The Parish Council has continued its support to St. Johns Church by providing a churchyard bin and by awarding a churchyard maintenance grant.

PLANNING

The LSEP build is now active using an alternative contractor due to CNIM going into administration. The PC is awaiting the outcome of the Section 36 application to BEIS to increase operating hours and tonnage.

The Cheshire Land project at the Lime Beds has now started which aims to excavate lime and black ash from the 40-acre site.

The PC is still awaiting the outcome of an application to build 14 homes next to the Slow & Easy.

The Lostock Lodge Care home was again refused permission to extend the care home due to a gas pipeline.

COMMUNITY LIAISON MEETINGS

The Parish Council is represented at meetings with Orsted, LSEP, INOVYN, HS2 and Manchester Airport. These meetings represent an opportunity to discuss and comment on business plans and operational activities.

OTHER MEETINGS

Cheshire Association of Local Councils holds an Annual Conference; other local groups do as well. The Parish Council is represented on each occasion, whenever possible. There are various other meetings, church services etc., at which the Parish Council is also represented.

MEMBERSHIP OF OTHER ORGANISATIONS

The Parish Council is a member of the Mid-Cheshire Rail Users Association, the Mid Cheshire Footpath Society, and the Cheshire Association of Local Councils.

**LOSTOCK GRALAM PARISH COUNCIL
SUMMARY RECEIPTS AND PAYMENT ACCOUNT**

FOR YEAR 2021-22

	ACTUAL 2021-2022	BUDGET 2021-2022	% Budget
RECEIPTS			
Precept	25,441.00	25,441.00	100%
Bank Interest	16.46		
Grants	50,029.33		
VAT	17,732.28		
Other	325.00		
TOTAL RECEIPTS	93,544.07	25,441.00	368%
PAYMENTS			
STAFF COSTS	10,971.21	9,230.00	119%
ADMINISTRATION COSTS	3,651.72	4,004.00	91%
PARK & OPEN SPACES	4,181.54	4,990.00	84%
CHURCHYARD	1,217.37	1,100.00	111%
SUBSCRIPTIONS	588.24	578.00	102%
SECTION 137 DONATIONS	2,200.00	2,600.00	85%
OTHER	3,308.62	2,813.00	118%
CONTINGENCY	214.72	126.00	170%
GENERAL RESERVES	5,272.65		-
	80,283.97		
Vat on Payments	18,900.10		
TOTAL PAYMENTS	130,790.14	25,441.00	514%

RECEIPTS & PAYMENTS SUMMARY

BALANCE BROUGHT FORWARD on 01/04/20	59,782.11
ADD Total Receipts (as above)	93,544.07
LESS Total payments (as above)	130,790.14
Balance Carried forward 31/03/21	<u>22,536.04</u>

These cumulative funds are represented by:

Current Account Balance	2,536.04
Less: Cheques drawn but not debited as at 31.03.21 (nos.)	0.00
Reserve Account Balance	20,000.00
	0.00
	0.00

22,536.04

Signed:
Responsible Finance Officer to Lostock Gralam Parish Council

LOSTOCK GRALAM PARISH COUNCIL

Budget 2021-22

EXPENDITURE HEAD	Budget Cat	Budget 2021-22	Actual Q1	Actual Q2	Actual Q3	Actual Q4	Total Exp	% of Budget	Remaining Budget
STAFF COSTS									
Payroll Costs - Net Pay	A1	9,200.00	3,996.29	2,300.34	2,300.34	2,300.34	10,897.31	118%	-1,697.31
NI	A2	30.00	58.42	5.16	5.16	5.16	73.90	246%	-43.90
Pension Contribution	A3	0.00	0.00	0.00	0.00	0.00	0.00		0.00
TOTAL STAFF COSTS		9,230.00	4,054.71	2,305.50	2,305.50	2,305.50	10,971.21	119%	-1,741.21
ADMINISTRATION COSTS									
Telephone	B1	72.00	25.00	15.00	15.00	15.25	70.25	98%	1.75
Stationery + printing	B2	40.00	14.11	0.00	18.43	9.49	42.03	105%	-2.03
Postage	B3	45.00	31.69	15.84	13.16	7.92	68.61	152%	-23.61
Meeting Room Hire	B4	300.00	167.86	0.00	0.00	192.00	359.86	120%	-59.86
PO BOX Address	B5	300.00	0.00	0.00	0.00	300.00	300.00	100%	0.00
Parish Newsletter	B6	160.00	0.00	0.00	124.00	0.00	124.00	78%	36.00
Website/IT	B9	80.00	10.47	17.67	16.47	56.46	101.07	126%	-21.07
Travelling Expenses	B10	200.00	80.00	48.00	80.80	40.48	249.28	125%	-49.28
Chairman's Allowance	B11	100.00	0.00	0.00	100.00	0.00	100.00	100%	0.00
Training & Seminars	B12	100.00	25.00	25.00	30.00	0.00	80.00	80%	20.00
Legal and other Fees	B13	1,000.00	0.00	0.00	0.00	0.00	0.00	0%	1,000.00
Audit Fees	B14	400.00	211.50	300.00	0.00	0.00	511.50	128%	-111.50
Insurance	B15	950.00	0.00	1,090.54	189.58	0.00	1,280.12	135%	-330.12
Payroll Services	B18	222.00	60.00	60.00	60.00	0.00	180.00	81%	42.00
Election Fees	B19		0.00	0.00	0.00	0.00	0.00		0.00
ICO fee	B20	35.00	35.00	0.00	0.00	0.00	35.00	100%	0.00
Bank Charge	B17	0.00	0.00	150.00	0.00	0.00	150.00		-150.00
TOTAL ADMINISTRATION COSTS		4,004.00	660.63	1,722.05	647.44	621.60	3,651.72	91%	352.28
PARK & OPEN SPACES									
Planters + Lostock in Bloom	C1	240.00	0.00	0.00	264.00	0.00	264.00	110%	-24.00
Grass cutting	C2	2,400.00	353.34	956.68	550.01	530.01	2,390.04	100%	9.96
Litter pick	C3	600.00	0.00	0.00	400.00	0.00	400.00	67%	200.00
Play Inspections	C4	350.00	89.50	50.00	0.00	0.00	139.50	40%	210.50
Repairs and Maintenance	C5	1,400.00	555.00	13.50	12.88	406.62	988.00	71%	412.00
TOTAL PARK & OPEN SPACES		4,990.00	997.84	1,020.18	1,226.89	936.63	4,181.54	84%	808.46
CHURCHYARD									
Bin Hire and emptying	D1	1,100.00	312.74	302.81	311.36	290.46	1,217.37	111%	-117.37
TOTAL CHURCHYARD		1,100.00	312.74	302.81	311.36	290.46	1,217.37	111%	-117.37
SUBSCRIPTIONS									
ChALC	E1	550.00	543.24	0.00	0.00	0.00	543.24	99%	6.76
Mid Cheshire Footpath Society	E2	8.00	0.00	0.00	0.00	0.00	0.00	0%	8.00
Community Community Action	E3	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00
MCRUA	E4	20.00	20.00	0.00	25.00	0.00	45.00	225%	-25.00
Other	E5	0.00	0.00	0.00	0.00	0.00	0.00	#DIV/0!	0.00
TOTAL SUBSCRIPTIONS		578.00	563.24	0.00	25.00	0.00	588.24	102%	-10.24
SECTION 137 DONATIONS									
S.137 Grant and donation requests	F1	1,000.00	0.00	0.00	550.00	50.00	600.00	60%	400.00
Church Yard Grant	F2	1,600.00	0.00	0.00	1,600.00	0.00	1,600.00	100%	0.00
TOTAL S137 GRANTS AND DONATIONS		2,600.00	0.00	0.00	2,150.00	50.00	2,200.00	85%	400.00
OTHER									
Christmas Tree	G1	2,300.00	0.00	0.00	0.00	2,395.00	2,395.00	104%	-95.00
Festive Light Electricity	G2	13.00	13.92	0.00	0.00	0.00	13.92	107%	-0.92
Community Events - Light switch on	G3	500.00	0.00	0.00	719.70	180.00	899.70	180%	-399.70
TOTAL OTHER COST		2,813.00	13.92	0.00	719.70	2,575.00	3,308.62	118%	-495.62
CONTINGENCY									
Contingency	H1	126.00	21.70	0.00	193.02	0.00	0.00	0%	126.00
TOTAL CONTINGENCY		126.00	21.70	0.00	193.02	0.00	214.72	170%	-88.72
BUDGET (PRECEPT FOR THIS YEAR) TOTAL		25,441.00	6,624.78	5,350.54	7,578.91	6,779.19	26,333.42	8.79	-892.42
RESERVE FUNDS									
Football Pitch Renovation	I1	71,709.33	720.00	64,488.23	9,771.92	5,303.82	80,283.97	112%	-8,574.64
Pedestrian Crossing (NHB)	I2	18,504.00	0.00	0.00	0.00	0.00	0.00	0%	18,504.00
EARMARKED RESERVE FUNDS TOTAL		90,213.33	720.00	64,488.23	9,771.92	5,303.82	80,283.97	89%	9,929.36
GENERAL RESERVES									
CAPITAL							0.00		0.00
CAPITAL PROJECTS	J1		215.15	0.00	4,979.50	78.00	5,272.65		-5,272.65
TOTAL CAPITAL PROJECTS		0.00	215.15	0.00	4,979.50	78.00	5,272.65	0%	-5,272.65
EARMARKED + RESERVE FUNDS		90,213.33	935.15	64,488.23	14,751.42	5,381.82	85,556.62	89%	4,656.71

Vat			546.93	13,226.08	3,239.57	1,887.52	18,900.10		0.00
Total Payments in Current Financial Year			8,106.86	83,064.85	25,569.90	14,048.53	130,790.14		0.00
Net			7,559.93	69,838.77	22,330.33	12,161.01	111,890.04		
Bank Reconciliation Summary									
Current Account	2,536.04			B/f	59,782.11				
Deposit Account	20,000.00			Payments	130,790.14				
Uncleared Cheques	0.00			Receipts	93,544.07				
As at 31/03/2021	22,536.04			Total	22,536.04				