



**MINUTES OF THE MEETING OF ROPE PARISH COUNCIL HELD ON MONDAY 25TH JULY 2022 AT
NEW LIFE COMMUNITY CHURCH, FULLER DRIVE.**

PRESENT:

Councillor Stefan Pyra -Chair (SP)
Councillor Andy Pennance -Vice Chair (AP)
Councillor Chris Flaherty (CF)
Councillor Ben Wye (BW)

In Attendance:

Sue Togay – Clerk

16. APOLOGIES FOR ABSENCE:

None

17. DECLARATION OF INTEREST:

None.

18. MINUTES OF THE LAST MEETING:

RESOLVED: That the minutes of the meeting held on 16th May 2022 were approved as a correct record and signed by the Chair.

19. MATTERS ARISING:

Benches – These had now been sited. The Clerk to request that the fixings be checked to make sure fully secure.

Noticeboards and Development of new Logo the Clerk had spoken to Zero signs and arranged a contact via the School Site Manager during the Summer Holiday. There had been some delay in this matter due to statutory display of audit documents for a required time.

Greenspace behind Fourseasons Close/Junction Dunham Crescent Councillor Andy Pennance, Ruth Morgan, Graham Burgess and Ben Thelwell of Ansa with regard to 'Nature Based Insetting Operational Group' which was considering tree planting projects borough wide. Proposals would be sent to the Parish for consideration. Additionally in order to identify further projects, a letter to be formulated and distributed to all parish residents to ascertain what residents felt was important. The Clerk and Councillor Flaherty to work together to formulate the content of the newsletter.

No through road sign request, Oakhurst Drive – feedback was that this was being considered as part of a large future project.

20.. PUBLIC PARTICIPATION:

None

21. CHESHIRE EAST COUNCILLORS REPORT:

Councillor not in attendance and no contact received.

22. ENVIRONMENTAL MATTERS:

Evergreen Way -the footpath had been very successfully cut back.

Parish Boundary Signs - The boundary signs needed attention. The Clerk to inspect all to consider maintenance/cleaning and cut back of shrubbery where necessary. The Clerk to provide images to Councillor Ben Wye.

Laidon Avenue Hedge - The hedge opposite Berkely Academy had successfully been cut back.

Proposed Weed Clearance – The Clerk had requested quotes for a pilot area to two local companies. One verbal and one written quote had been received. The Clerk to contact these companies further to clarify if this was for 'spray' or 'spray and clear' and what weedkiller was being used for consideration at the next meeting.

23. HIGHWAYS MATTERS:

Plum Tree, Oakhurst Drive – this was overhanging the footpath and needed to be cleared.

RESOLUTION: the Clerk to write to the address and ask that they clear the fallen fruit.

Verge – near Oak tree walk layby – there was a hole within the verge which could cause a trip hazard

The Clerk to inspect and report.



24. POLICING MATTERS:

PCSO Victoria Moulton is again the designated PCSO for the Parish. Councillors are requested to inform the Clerk of any issues to bring to her attention. Also, the Clerk to request from PCSO Moulton any notices or information to be included in the noticeboards and on the website.

25. PLANNING MATTERS:

None

26. FEEDBACK ON EXTERNAL MEETINGS:

Wybunbury United Charities – Councillor Flaherty had attended the annual meeting where various ideas were considered relating to how to distribute any funds. Further discussions took place as to the best way to allocate funds held. It was felt that the criteria should be altered in order to capture any college or university students in Rope.

Resolved: The poster for the charity was to be altered to state ‘college or university students’

27. TO NOMINATE A REPRESENTATIVE OF THE ROPE TOWNSHIP TO WYBUNBURY UNITED CHARITIES.

It was now confirmed that Robert Dodd no longer wished to be a trustee and at present no other Councillor wished to fulfil this role.

RESOLUTION: The Clerk to inform Mr Clowes and gain advise to see if a second trustee is needed.

28. CLERK’S REPORT:

All relevant correspondence had been forwarded electronically to Councillors for their attention. There were no other issues that had not been covered in other agenda items.

29. FINANCE

A. REQUESTS FOR FINANCIAL ASSISTANCE:

1. A request had been received from Margaret Simon as Treasurer of Wistaston Memorial Bowls Club towards the purchase of junior bowls for after school sessions with Wistaston Church Lane Academy. RESOLVED: That the Clerk enquire how many pupils are from Rope and if the junior session can be extended to pupils in Rope.

2. A request was received from St Mary’s Church with regard to a contribution to the upkeep of the graveyard.

RESOLVED: that £250 be given as a contribution to the upkeep of the graveyard at St Mary’s Church.

B. PAYMENTS

Section 137 Payments:

None

General Payments:

St Mary’s Church	£250.00
S Togay Clerk’s Salary	£291.62
HMRC	£ 72.90
Room Hire NLCC	£ 36.00
BHIB – Council Insurance	£ 359.11
CEBC – noticeboard rent	£ 5.00
JDH Business Services Ltd	£ 247.50

C. AUDIT PROCEDURE 21/22 – TO RECEIVE THE INTERNAL AUDIT REPORT:

The Internal Report was presented to Council for information and approval. Items were as follows:

1. General reserves are in excess of 100% of the precept. Sector guidance is that the general reserves of the council should be maintained a level between 25% and 100% of the annual precept. FOLLOW UP: Noted. Going forward, a draft budget to be supplied to Councillors with suggested reserves to be approved during consideration of the precept process.



2. No change in fixed assets over 2020/21 is recorded in the AGAR, however, a laptop purchase was reimbursed in April 2021. Therefore, unable to determine if the laptop had been included and whether VAT had been incorrectly included.

FOLLOW UP: The fixed asset register to be checked and amended.

3. No supporting documentation could be identified for the reclaim of expenses of £415.85 (cheque 1037)

FOLLOW UP: Noted and implemented.

4. Cheque 1061 related to the reimbursement for the council domain name but the £17.08 of VAT on the invoice has not been listed in the cashbook.

FOLLOW UP: Noted. The VAT amount for cheque 1061 to be claimed with the next VAT reclaim.

5. Cheques 1046 and 1049 are recorded as S137 payments in the minutes (but not in the cashbook). However, these payments are actually covered by specific empowering legislation so should not have been classed as S137 in the minutes

FOLLOW UP: Noted. Recorded as S137 payments in error. Payments to outside bodied to be recorded under relevant powers and duties. S137 payment only if applicable

RESOLUTION: The Internal Report to be circulated to Councillors for response and approval.

30. ANY OTHER BUSINESS:

None

31. DATE OF NEXT MEETING

Monday 19th September 2022