

**Minutes for the Parish Council meeting held on Tuesday 19th April 2022, 18:30 -20:30hrs Location: Carrington Business Park and via Google Meet**

**The following Councillors are summoned to attend the Parish Council meeting above, as described :**

Jean Booth (JB) | John Harper (JH) | Elizabeth. Harvey (LH) (**Chair**) | Sara Land (SL) | O.Shorinwa (DS) | Samuel Stevens (SS)

**Others Invited:** Paul Nolan (PN) Clerk | James Wright, Ward Councillor (JW) | Adele New, Ward Councillor (AN) | Aidan Williams, Ward Councillor (AW)

**1. Welcome (LH)**

- 1.1. Meeting started at 18:30.
- 1.2. 4 Members of the public in attendance.

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

- 2.1. Apologies from DS [working in Nigeria] and SS [has University assignment deadline].
- 2.2. A full quorum was not present.
- 2.3. No declarations of interest since the last meeting.
- 2.4. LH asked that councillors arrive at least 10 minutes before the start of the meeting.

**3. Chair report (LH)**

3.1. [Questions and Problems](#)

- 3.1.1. No Change since last meeting.

3.2. [Neighbourhood plan](#)

- 3.2.1. The first meeting needs to be arranged soon, once the jubilee event has finished, dates will be booked in the calendar, PN has done a lot of preparation to get things started.

**3.3. Queen's Platinum Jubilee event (LH)**

- 3.3.1. Lots of activities have been arranged for this event. There are still a couple of risks.
  - 3.3.1.1. A new vendor needs to be found for the staging, as the original vendor no longer has the stage available.
  - 3.3.1.2. Th percussion workshop providers have now informed us that they can't do any weekends, therefore a new provider needs to be found or arrange week day events.
  - 3.3.1.3. JB asked PN to get in touch with the Halle Orchestra or Royal northern college of music to see if they have any outreach programmes. **ACTION PN.**
  - 3.3.1.4. The Ashton upon Mersey in bloom's event is not going ahead because Trafford council have not given their permission; need to chase the council to ensure the licenses are agreed. Because their event has been cancelled we'll invite them to our. PN advised the council the marketing license is no longer required, but a Temporary Event Notice

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needs to be submitted at least 10 days before the event to Trafford Council.

- 3.3.1.5. The number must be limited to 499 attendees otherwise different licensing for large events will be needed. We will start to compile a list of all volunteers and partners to work out to ensure we have the correct number of ticket sales to the public.
- 3.3.1.6. A site risk assessment has been arranged for 23rd April for the fireworks.

SL arrived at 18:37, apologised that a personal issue had to be sorted before she could attend the meeting. LH declared the meeting to be quorate.

**3.4. Carrington Orchard (LH)**

- 3.4.1. There was a workshop arranged on the 8th April to discuss what the public wanted to happen in the Orchard. Eight members of the public attended, during the discussions ideas such as a playground and forest school. PN will get some quotes for playground equipment and research the facilities needed for a forest school.
- 3.4.2. The ground needs to be cleared to allow the council and volunteers to better visualise the design and needs. The clearance can be completed mechanically by a local farmer for the cost of £700, which would not be too dissimilar from us hiring the equipment to do it ourselves. Can the council agree this spend to clear the ground?
  - 3.4.2.1. Moved by LH, seconded by JB, agreed by All.
  - 3.4.2.2. **RESOLVED** to agree the cost of £700 to clear the Orchard grounds.  
**ACTION PN** to arrange contract to clear the orchard grounds.

**3.5. Councillor recruitment (LH)**

- 3.5.1. We need to be actively recruiting new parish councillors to make up our numbers, as we still have two casual vacancies; there has been no response to posts on Facebook to date. LH asked PN to repost on social media. **ACTION PN.**

**3.6. Parish Volunteers**

- 3.6.1. We have now formalised the recruitment of our volunteers and started with some safeguarding online training for those who need it. We now have seven registered volunteers.

**4. Public Participation**

- 4.1. No pre-meeting questions. No questions from the members of the public at the meeting.

**5. Ward update (JW)**

- 5.1. JW is on annual leave until 26th April.

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**6. Finance and risk management (PN)**

- 6.1. Finance report: The income and expenditure to be reviewed. [CPC 2022-23 Accounts](#).
- 6.2. The extraordinary meeting held on the 8th April 2022, agreed the spend on items for the Queen's Platinum Beacon event.
- 6.3. PAID IN: £77486.00 is the CIL income, £8800 is the grant via the Arts Council England for the Queen's Platinum Jubilee Event; £2160 is the 1st installment of the precept.
- 6.4. PAID OUT: Mostly on agreed spend for the Queen's Platinum Jubilee Grant funding.
- 6.5. PN asked if the council would like to see the live bank account during the meeting, this was agreed. **ACTION PN to present live online bank account during meetings.**
- 6.6. Move by LH to agree the accuracy of the accounts presented, Seconded JB, agreed by all.
- 6.7. **RESOLVED** to agree the accuracy of the presented accounts.

**Business Account**

Transaction date	Type	Description	Paid In	Paid out	Balance
13 April 2022	DPC	CHORLTON FIREWORKS	-	£1,200.00	£88,510.53
12 April 2022	POS	CHALLENGER SITE	-	£534.00	£89,710.53
12 April 2022	DPC	21CC GROUP LTD	-	£588.00	£90,244.53
11 April 2022	DPC	LEMON STUDIO	-	£700.00	£90,832.53
8 April 2022	POS	SETON	-	£65.45	£91,532.53
7 April 2022	POS	AMZNMKTPLACE	-	£139.86	£91,597.98
6 April 2022	DPC	ST MARYS CHURCH	-	£120.00	£91,737.84
6 April 2022	BAC	TRAFFORD MBC	£2,160.00	-	£91,857.84
4 April 2022	DPC	ALAN THE PIPER	-	£200.00	£89,697.84
1 April 2022	DPC	CHALC	-	£134.64	£89,897.84
1 April 2022	BAC	FOREVER MANCHEST	£8,800.00	-	£90,032.48
29 March 2022	POS	VIRTUAL COLLEGE	-	£288.00	£81,232.48
29 March 2022	POS	EVAQ8	-	£97.15	£81,520.48
25 March 2022	BAC	TRAFFORD MBC	£77,486.00	-	£81,617.63
7 February 2022	POS	GOOGLE DOMAINS	-	£10.00	£4,131.63

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**Reserves Account**

Transaction date	Type	Description	Paid in	Paid out	Balance
31 March 2022	INT	31MAR GRS 40293505	£0.03	-	£3,430.59
28 February 2022	INT	28FEB-GRS 40293505	£0.03	-	£3,430.56
31 January 2022	INT	31JAN GRS 40293505	£0.03	-	£3,430.53

Petty Cash		In	Out	Balance
	Opening balance from last meeting			2.83
	Cash sales from insulation and window	280		
	Closing balance			282.83

- 6.8. [Risk Register](#) up to date, PN advised that data protection training for councillors and safeguarding course need to be completed.
- 6.8.1. PN asked if the online safeguarding course for volunteers can also be purchased for the councillors, a cost of £288.
- 6.8.2. Moved LH, seconded SL.
- 6.8.3. **RESOLVED** to purchase additional online safeguarding licenses from the virtual college.
- 6.9. **Audit**
- 6.9.1. As our income is greater this year we are now subject to an external audit. The internal audit will take place on 26th April and preparation is underway for this.

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**7. Governance**

- 7.1. LH asked if the council agreed with the accuracy of the Minutes of [Previous meeting](#) .
- 7.1.1. Moved LH, Seconded by JH.
- 7.2. and the [extraordinary meeting on 8th April](#) approval by council.
- 7.2.1. Moved LH, seconded by JB.
- 7.3. [Actions log](#) reviewed and updated.
- 7.4. [Parish Council Scorecard review](#)
- 7.4.1. PN explained to work towards the gold award for the local council award scheme, the council must act like a corporate body to achieve this would like to introduce a scorecard to self assess the parish council effectiveness in the following areas:
- Finance;
  - Governance;
  - Attendance;
  - Engagement;
  - Growth;
  - Risk Management.
- 7.4.2. The metrics used to measure these areas were agreed. PN asked if there were other metrics that need to be included; JB asked about a measure to record engagement with residents who don't interact on social media, after discussion it was agreed to include the delivery of a newsletter to residents who don't use social media.
- ACTION PN** to update scorecard and publish on the website.
- 7.4.3. Leading from this discussion LH asked PN to source parish notice boards and get any required permission to install them on Trafford Council land.
- ACTION PN** to get pricing and installation permission for notice boards.
- 7.5. Policies review
- 7.5.1. The following policies required reviewing, commenting and re-approving:
- [Community engagement](#)
  - [Data Retention](#)
  - [Debit Card](#)
  - [Financial Regulations](#)
  - [General Reserves](#)
  - [Health & Safety](#)
  - [Risk Management](#)
- 7.5.2. Moved to approve by LH, seconded SL, agreed by all.

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- 7.6. Policy approval
- 7.6.1. The following policies required reviewing for approval:
- [Volunteer policy](#);
  - [Social Media Policy for volunteers](#).
- 7.6.2. Moved for approval LH, seconded JB, agreed by all.

**8. Planning (PN)**

- 8.1. 107456/OUT/22 Outline application for development of up to 19,000sqm of Use Class B2 (General Industry) and B8 (Storage and Distribution) floorspace with all matters reserved except for access.
- 8.1.1. [Representation has been made by the Parish Council](#) to object to the planning application because of the additional traffic it will bring into Carrington without the Carrington relief road .
- 8.2. 107534/FUL/22 | Erection of two storey modular building to provide various training ground facilities and associated works including car parking. | Carrington TrainingComplex Isherwood Road Carrington Manchester M31 4BH.
- 8.2.1. No representation by the Parish Council, as no objection has been raised.
- 8.3. 107834/EIASC/22 | Request for a screening opinion in respect of proposed development for approximately 100,000 sqm of buildings for B2 / B8 uses, and B8 open storage, to include associated infrastructure and landscaping to be accessed via Isherwood Road | Carrington Junction Isherwood Road Carrington Manchester M31 4RA.
- 8.3.1. Concerns raised by the council on the removal of a Site of biological interest on Isherwood road. The parish council will wait for Environmental impact assessment before any representation.

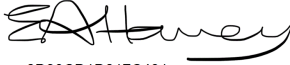
**Public Participation closes**

**9. Any other business (ALL)**

- 9.1. LH asked PN to compose a letter to have the horses removed from the parish recreational field three prior to the Queen's Platinum Beacon event on 2nd June.
- 9.2. LH will arrange a date for a local waste removal business to clear some rubbish from the recreational field.
- 9.3. LH stated that a few people were unaware of the beacon event, PN to produce and have delivered information on this event.
- 9.4. LH asked PN to reserve tickets for the event for those not on social media.
- 9.5. A door knock is needed before the event is opened up to Partington and Ashton. To advise residents of the beacon event.

**10. Next meeting:** 30th May 2022, the Annual meeting of the Parish and Parish council meeting.

**11. Meeting closed at 19:38.**

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