

# Minutes for the Meeting of the Parish Council, Thursday 16th January 2025. 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 Hughes (SH) | Clare Robinson (CR) | O.Shorinwa (OS) | Mark Stirling (MS)  
Clerk: Paul Nolan (PN)

### 1. Welcome

- 1.1. Welcome and housekeeping.
- 1.2. Meeting started at 18:35.
- 1.3. 2 members of the public attended.

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

- 2.1. Apologies, JB, OS
- 2.2. A full quorum is present.
- 2.3. No declarations of interest since the last meeting.

### 3. Previous meeting minutes (LH)

- 3.1. The minutes for approval: [11th December 2024](#) parish council meetings.
- 3.2. Motion to approve the accuracy of the aforesaid meeting.
- 3.3. Moved (LH), Seconded ( CR )
- 3.4. **RESOLVED** to approve the accuracy of the meeting minutes for 11th December 2024.

### 4. Chair report (LH)

#### 4.1. [Questions and Problems](#)

- 4.1.1. No new issues have been raised since the last meeting.

#### 4.2. Field update

- 4.2.1. [Project Finance](#)
- 4.2.2. Final stages, looking forward to spring for grass seeding and ground leveling.
- 4.2.3. Future ideas to be discussed at a later date.

#### 4.3. Rear of Stamford Plots

- 4.3.1. Trafford has agreed to sign over to the Parish Council for peppercorn rent the land, heads of terms are to be agreed.

#### 4.4. Orchard trees to be planted

- 4.4.1. Need quotes to confirm which contractor will be used.

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### 5. Public Participation

- 5.1. Any questions for members of the public?.
- 5.1.1. Communication to non-social media residents
- 5.1.1.1. Review producing a newsletter

### 6. Finance and risk management

#### 6.1. Finance report: The income and expenditure to be reviewed. (PN)

- 6.1.1. [Business Account](#), agreed and signed by MH
- 6.1.2. [Reserve Account](#), agreed and signed by MH
- 6.1.3. [Review against Budget](#)
- 6.1.4. Motion to agree the accuracy of the parish cashbook accounts (LH).
- 6.1.5. Moved (LH), Seconded ( JH).
- 6.1.6. **RESOLVED** to agree the accuracy of the parish cashbook accounts.

#### 6.2. ACTION PN Check with Zurich whether the fidelity insurance covers unpaid (voluntary) RFO who is not also a councillor. As per Internal Audit from 2023/24

- 6.2.1. Email response from Zurich 8th July 2024: *Unfortunately there is no way for us to extend the cover so that it includes volunteers.*

#### 6.3. VAT

- 6.3.1. The VAT126 claim process will commence in mid March. The reasoning for this is to avoid additional audit fees (circa £400), as the VAT refund would take the income over the threshold that triggers external audit.

#### 6.4. Invoice approval

- 6.4.1. [J&M Demolition and Recycled Aggregates Ltd. Invoice 5220 £594](#)
- New Manhole Cover to secure disused septic tank.
- 6.4.2. [J&M Demolition and Recycled Aggregates Ltd. Invoice 5221 £594](#)
- supply and install new wooden rail fencing in pedestrian gate roadside entrance
- 6.4.3. [J&M Demolition and Recycled Aggregates Ltd. Invoice 5210 £3174](#)
- 1.8m High Palisade fencing New Fencing installation
  - 5M Opening Gates
  - 1.8m High Palisade fencing - relocation
- 6.4.4. Motion to agree the above invoice payment (LH).
- 6.4.5. Moved (LH), Seconded (MS), agreed by all.
- 6.4.6. **RESOLVED** to agree pay the J&M demolition invoices 5220,5221 and 5210

#### 6.5. [Risk Register](#) update (PN)

- 6.5.1. The overall compliance is 85%, no change since last meeting

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**6.6. Outstanding actions**

	Bench on Moss Green   Action PN to review	PN
	Litter pick   Action LH to arrange	LH
	Speed indicator signs   Action PN to re-engage Trafford Council	PN
	Planting trees, shrubs and plant in common green spaces   Action PN to contact Highways authority re licencing required	PN
	arrange a delivery plan workshop.	PN
	PN to investigate the purchase of large christmas trees for the village	PN
	obtain formal quotes from each Contractor to provide and install trees in the Orchard.	TF
	to produce a letter to companies setting out the parish councils vision for the field and to see if they can contribute in supporting this project.	CR

**Members of Public to leave the meeting**

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

**7.1. Task groups**

- 7.1.1. Strategy meetings need to be continued. From this our plans for the future can be better developed.
- 7.1.2. Church yard maintenance needs to find out when this is being done as JH has expressed an interest in being able to help with this.

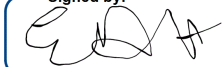
**7.2. Quotes are need to installed two permanent christmas tree for the field**

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- 8. **Next meeting (LH)**  
Thursday 13th February 2025 |St. Mary's Church, Partington
- 9. **Meeting Closed at: 19:11**
- 10. Attendance as per last meeting 11th December 2024

Councillor	Meetings YTD	Attendance YTD	%
Liz Harvey	7	6	86%
Jean Booth	7	7	100%
Thomas Field	1	1	100%
Sara Hughes	7	6	86%
Clare Robinson	7	6	86%
John Harper	7	6	86%
Ken Meaney (resigned 02/09/2024)	4	1	25%
Ola Shorinwa	7	5	71%
Mark Striling	7	6	86%

Signed by:  
  
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 15/02/2025