

MINUTES OF THE ANNUAL TOWN COUNCIL MEETING HELD AT 8.00 PM ON
MONDAY 19TH MAY 2025 AT THE CIVIC HALL POYNTON

PRESENT

Mayor (up to item 3) Cllr H Whitaker

Mayor (from item 3) Cllr P Oakes

Cllrs: P Bailey, M Beanland, D Belcher, M Blackie, K Booth, L Clarke, S Lees, L Podmore, J Saunders, M Sewart, T Swatridge and J Waterhouse.

Officers in attendance Haf Barlow (Clerk) Kate McDowell (Deputy Clerk)

Prayers: Mr Ken Johnson, Elder at Lostock Christian Fellowship.

1. To note, if anyone attending, or present, at the committee meeting is making, or intends to make, an audio recording or film of the meeting.

The Mayor confirmed that the meeting is recorded for the purpose of minute taking and the recording is deleted when the draft minutes are agreed. There were no other declarations of a recording of the meeting.

2. Election of Mayor and Deputy Mayor

Cllr Hayley Whitaker proposed that Cllr P Oakes is elected Mayor of Poynton 2025/26.

Cllr Mike Sewart seconded the nomination for Mayor.

RESOLVED: Cllr Peter Oakes is elected as Mayor (NC)

The Mayor signed the declaration of acceptance of office before the Clerk as the Proper Officer.

The Mayor formally thanked Cllr Hayley Whitaker for her work as Mayor.

Cllr Peter Oakes proposed Cllr Hayley Whitaker as the Deputy Mayor.

Cllr Jos Saunders seconded the nomination for Deputy Mayor

RESOLVED: Cllr Hayley Whitaker is appointed as Deputy Mayor. (NC)

3. Questions from members of the public

There were no questions from members of the public.

4. Apologies for absence

All members were present.

5. Declarations of disclosable pecuniary or other interests

There were no declarations of pecuniary or other interests.

6. To approve as a correct record the minutes of the Town Council meeting held on 17th March 2025

RESOLVED: That the minutes of the Town Council meeting held on 17th March 2025 are approved as an accurate record (13 for, 1 abstention)

7. Immediate past Mayor's announcements

Cllr Whitaker gave an overview of the events she recently attended. Cllr Whitaker formally thanked Members, Civic Hall staff and members of the community for their support. Cllr Oakes provided an overview of the events attended recently as Deputy Mayor. The former Mayor thanked Cllr Oakes for his support as Deputy Mayor during her time in office.

RESOLVED: That the Mayor and Deputy Mayors' announcements are received.

8. Appointment to Standing Committees for 2025/26

RESOLVED: The membership of the Standing Committees for 2025/2026 is agreed as follows:

Facilities, Infrastructure & Economic Development

Cllrs, M Blackie, K Booth, S Lees, P Oakes, J Saunders, M Sewart, J Waterhouse.

Community, Order & Public Safety

Cllrs, P Bailey, D Belcher, L Podmore, J Saunders, T Swatridge, J Waterhouse. . H Whitaker.

Management & Establishment

Cllrs D Belcher, K Booth, L Clarke, P Oakes, L Podmore, J Saunders, H Whitaker.

Finance & General Purposes

Cllrs, M Beanland. D Belcher, L A Clarke, S Lees, P Oakes, M Sewart, T Swatridge.

Planning & Environment

Cllrs, M Beanland, K Booth, L A Clarke, S Lees, M Sewart, J Saunders, T Swatridge (NC)

9. Election of Chairman and Vice- Chairman of Standing Committees for 2025-2026

RESOLVED: That the Chairman and Vice Chairman of the Standing Committees is agreed as follows:

Facilities, Infrastructure & Economic Development - Chair: Cllr K Booth. Vice Chair: Cllr S Lees

Community, Order & Public Safety - Chair: Cllr L Podmore. Vice Chair: H Whitaker.

Management & Establishment - Chair: Cllr D Belcher. Vice Chair: H Whitaker

Finance & General Purposes - Chair: Cllr P Oakes. Vice Chair: Cllr M Beanland

Planning & Environment - Chair: Cllr L Clarke. Vice Chair: Cllr L Podmore (NC)

10. To consider and approve the Town Council calendar of meetings for 2025-2026

Members considered the calendar. A member pointed out a typing error regarding the date of the September Council surgery.

RESOLVED: Subject to the minor amendment to the September Councillor Surgery, the Town Council calendar of meetings for 2025-2026 is approved (NC)

11. To consider the appointment of representatives of the Town Council to outside bodies for 2025-2026

RESOLVED: That representatives for outside bodies are
Twinning Association - Cllrs P Bailey and J Waterhouse
Alms Houses - Di Penny
Lady Warren Buckley Charity - Nigel Wanford
Projects for Poynton - Cllrs M Beanland, K Booth, P Oakes and H Whitaker.
Neighbourhood Plan Steering Group - Cllr L Podmore
North East Cheshire Community Partnership is not currently functioning
Poynton Show - Cllr K Booth
Poynton Rotary - P Bailey
Poynton Roundtable - P Bailey (NC)

12. To inspect the deeds held in the custody of the Council

Deeds in the custody of the Town Council were available for inspection.

RESOLVED: That the inspection of deeds held in the custody of the Town Council has now taken place. (NC)

13. To review the action log 2024 - 2025

RESOLVED: That the action log for 2024-2025 is received (NC)

14. To receive and consider the internal audit report for 2024/2025 by JDH Business Services Ltd and to note that there were no actions arising from the end of year audit for 2024/2025

Members noted the clear audit and thanked the staff for their efforts.

RESOLVED: That the internal audit report for 2024/2025 by JDH Business Services Ltd is received (NC)

15. To receive and consider the Town Council's Financial Statements and Annual Governance and Accountability Return (AGAR) 2024/25 and the report from the Clerk

To receive, approve and sign Section 1 – Annual Governance Statement 2024/2025

Section 1 is the annual governance statement. There are nine assertions which the Town Council should consider, and if in agreement, approve. The governance statement has to be completed first, before the approval of the accounts. It needs to be approved by the full

Council and signed by the Mayor and the Town Clerk. The Clerk advised the Town Council that the assertions were reviewed by the F & GP Committee on the 12th April 2025 who agreed to recommend to Town Council that it could respond “yes” to every assertion apart from 9 which is not applicable. A copy of the Clerk’s report on the Annual Governance Statement was also shared with councillors.

RESOLVED: That the Annual Governance Statement in the Annual Return for 2024/2025 is approved and signed by the Mayor and Clerk (NC)

16. To receive, approve and sign the Financial Statements (unaudited) for 2024/2025

RESOLVED: That the Financial Statements for 2024/2025 are approved and signed by the Mayor and Responsible Financial Officer (RFO) (NC)

17. To receive, approve and sign Section 2 - Accounting Statements 2024/2025

Section 2 of the AGAR is the accounting statements for 2024/25. The statements are produced by our Accountant, DCK Beavers from the financial statement for the year ending 31st March 2025. They need to be approved by the full Council and have been signed by the Town Clerk in her role as RFO. That the accounting statements represent fairly the financial position of the Town Council and its income and expenditure is certified by the Clerk. Once these accounts are accepted, the Town Mayor will sign this section of the annual return.

RESOLVED: That Accounting Statement in the Annual Return for 2024/2025 is approved and signed by the Mayor (NC)

18. Receive, approve and sign the Asset Register

RESOLVED: That the Asset Register is approved and signed by the Mayor (NC)

19. To note that the Exercise of Public Rights for the unaudited annual governance return will be from Tuesday 3rd June 2025 to Monday 14th July 2025

RESOLVED: That the Exercise of Public Rights for the unaudited annual governance return will be from Tuesday 3rd June 2025 to Monday 14th July 2025 is noted (NC)

20. To approve and adopt the draft Standing Orders and appendices including the code of conduct for Members as recommended by the Management & Establishment Committee

The Clerk confirmed there were no changes to the Standing Orders or any of the appendices since they were last reviewed.

RESOLVED: The draft Standing Orders and appendices including the code of conduct for Members as recommended by the Management & Establishment Committee are adopted and approved. (NC)

21. To note the Town Council's current investment and approve the Investment Policy as recommended by the Investments Working Group

RESOLVED:

- a. That the Town Council's current investments and Investment Policy as recommended by the Investments Working Group are noted and approved.
- b. That £100,000 is moved from the Unity Trust Account to the Nationwide Saver
- c. That £100,000 is moved from the Unity Trust Account to the Cambridge Council Saver (NC)

22. To approve the bank mandate for Unity Trust and to note that the bank mandate for Cambridge and Nationwide Building Societies are currently being varied to remove former Cllr Jo Sewart from the mandate.

RESOLVED: That the bank mandate for Unity Trust is approved. It is noted that the bank mandate for Cambridge and Nationwide Building Societies is currently being varied to remove former Cllr Jo Sewart from the mandate is noted. (NC)

23. To approve the list of direct debits and standing orders for the financial year 2025 - 2026

The Clerk advised members there would be a new direct debit for the new Health & Safety and HR company, Citation, which will commence in September

RESOLVED: That the list of direct debits and standing orders for the financial year 2025- 2026 is approved (NC)

24. To consider the following memberships

- a) Clerk's membership of the SLCC – due for renewal 1st August 2025 cost £420
- b) ChALC Membership £1592.66
- c) Campaign for Protection of Rural England (CPRE) £36

RESOLVED: That the Town Council approves the continued membership ChALC and CPRE and the Clerk's Membership of the SLCC (NC)

25. To approve the reappointment of JDH Public Sector Services as Internal Auditors

Members discussed the appointment of the internal auditor. The Clerk confirmed that if they continue with JDH, it is recommended that the auditor will change from John Henry to Sharon Jones.

RESOLVED: That the reappointment of JDH Public Sector Services as Internal Auditors is approved (NC)

26. To note the action taken under SO51 to respond to the State of the Sector consultation

The Clerk confirmed the Town Council have responded to ChALC.

RESOLVED: That the action taken under SO51 to respond to the State of the Sector consultation is noted (NC)

27. To receive a report from the Mayor on the draft of the Strategic Plan for 2025- 2027

Cllr Whitaker gave an over view of the draft strategic plan, three themes centred around Engagement and Communication, Health, Wellbeing and Safety and Town Infrastructure. Environment and Biodiversity strands will be overarching priorities.

RESOLVED: That the report from the Mayor on the draft of the Strategic Plan for 2025- 2027 is received (NC)

28. To note the email from Cheshire East regarding the car parking charges consultation

RESOLVED: That the email from Cheshire East regarding the car parking charges consultation is noted (NC)

29. To receive and consider information provided to a resident under a Freedom of Information request relating to car parking charges at the Civic Hall.

The Chair spoke of the misinformation provided by Cheshire East Council and suggested this is referred back to the resident who requested the information.

RESOLVED: That the Town Council contact Cheshire East, specifically their Data Protection department expressing concern that false information has been given to a resident, enforcement officers are not employed by Poynton Town Council. That the Town Council request Cheshire East send the corrected response to the resident. That the Town Council request Cheshire East update their records to the effect that the Town Council do not employ Enforcement Officers. That the Clerk reply to the resident (NC)

30. To receive and consider the Cheshire East Council Lane Rental consultation and agree a response (NC)

Members considered the consultation. Members agreed the Lane Rental scheme was a good idea.

RESOLVED: That the Town Council supports the Cheshire East Council Lane Rental consultation in principle (NC)

31. To consider the disposal of six defunct Christmas light banners.

The Clerk advised members the lights do not work and the cost of repairing them is more than the cost of new lights.

RESOLVED: That the Clerk has the Town Council's permission to dispose of the six defunct Christmas light banners. (NC)

32. To receive and adopt the Minutes of Committees

Community Order and Public Safety Committee 27th January 2025

RESOLVED: That the minutes of the Community Order and Public Safety Committee held on the 27th January 2025 and the resolutions contained therein be adopted by the Full Council (NC)

Finance & General Purposes Committee 24th February 2025

RESOLVED: That the minutes of the Finance & General Purposes Committee held on the 24th February 2025 and the resolutions contained therein be adopted by the Full Council (NC)

Management & Establishment Committee 3rd March 2025

RESOLVED: That the minutes of the Management and Establishment Committee held on the 3rd March 2025 and the resolutions contained therein be adopted by the Full Council (NC)

Planning & Environment Committee 3rd March 2025

RESOLVED: That the minutes of the Planning & Environment Committee held on the 3rd March 2025 and the resolutions contained therein be adopted by the Full Council (NC)

Planning & Environment Committee 31st March 2025

RESOLVED: That the minutes of the Planning & Environment Committee held on the 31st March 2025 and the resolutions contained therein be adopted by the Full Council (NC)

33. To consider any communication messages from this meeting.

Public right to inspect the Town Council's Accounts

New Mayor

RESOLVED: That the public right to inspect the accounts and the appointment of the new Mayor are the communication messages from this meeting (NC)

34. To resolve to exclude the press and public on the grounds that publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted

PART B

35. To note the response from Macclesfield and Bollington Town Councils in relation to a free bus service.

RESOLVED: That the responses are noted (NC)

36. To receive a verbal report from the Clerk on a potential insurance/legal claim.

RESOLVED: That the report from the Clerk is received (NC)

Meeting end time: 9.20pm

Chair

Dated.....