



**CHURCH
LAWTON**
Parish Council

CHURCH LAWTON PARISH COUNCIL

25th June 2021

To: All members of Church Lawton Parish Council

Dear Councillor,

You are summoned to a Council Meeting of Church Lawton Parish Council which will take place as follows:

**WEDNESDAY 30th JUNE 2021 at 19:30pm
KIDSGROVE VICTORIA HALL**

The agenda for the meeting is set out below.

S. Davies

Sue Davies (clerk)

A G E N D A

1. To receive apologies for absence.
2. Public Speaking – to allow any members of the press or public the opportunity to speak in accordance with Standing Orders.
3. To receive any Declaration of Interests regarding Agenda items.
4. To approve the Minutes of the Annual Meeting held on Wednesday 5th May 2021. (Circulated separately and available on the website.)
5. To receive the minutes of the Annual Parish Meeting held on the 28th April 2021 and to note any actions arising.
6. To receive and note the minutes of Committee Minutes: None to receive.
7. To receive matters from the Cheshire East representative present. ¹
8. Matters Arising from previous minutes not covered elsewhere. ¹
9. 2020-2021 audit:

- a) To receive the internal audit report and certificate for 2020-2021 and to agree any actions. (See appendix 1)
- b) To approve the Council's Exemption from External Audit certification. (See appendix 2)
- c) To receive, consider and approve the Annual Governance Statement 2020/2021. (See appendix 3)
- d) To receive and approve the Accounting Statements of 2020/2021. (See appendix 4)

10. Finance (Clerk)

- a) To receive end of year documents for 2020-2021. (Circulated separately)
- b) To receive end of year bank statements and reconciliations dated 31st March 2021. (Appendix 5)
- c) To note and approve receipts and payments made to date in the 2021/2022 financial year. (Appendix 6)
- d) To approve any further payments required. (Appendix 7)
- e) To resolve to close the NatWest Accounts and have all money moved to the Unity Account.

11. Planning Matters

- a) To consider and agree responses to the following applications:

[21/2742C - 44 Brown Avenue, Church Lawton, ST7 3EP](#) (link)

To remove existing roof and construct attic floor to provide additional family accommodation - amendment to planning consent 20/4296C.

[21/2587N – Vodafone Site 4574, Whartons Pool Farm, Cherry Lane, Church Lawton](#) (link)

This proposed development comprises the removal of the existing 17.5m mast and associated antennas and its replacement with a new technically superior 17.5m monopole mast complete with 6 antennas and associated enabling radio equipment and development works thereto. These works are materially similar to those approved via case 14/3759C but which has not been implemented and has now expired.

[21/2635C – 4 Brown Avenue, Church Lawton, ST7 3EE](#) (link)

Demolition of the existing Bungalow and single garage. Then the building of a new Bungalow and double garage.

- b) To receive updates on outstanding applications. (See appendix 8)
- c) To receive an update on Community Infrastructure Levy allocations from the Clerk.
- d) To receive an update on the ongoing Cheshire East Community Governance Review from the Clerk.
- e) To agree the date of the next Neighbourhood Plan Meeting and receive any other updates.

12. To receive an update from A Armstrong on Lawton Memorial Hall.¹

13. To receive an update on Community Speed Watch from A Armstrong and the Clerk.¹

14. To receive an update on the website and resolve to update the theme at a cost of £200. (Note the new theme developed by NetWise complies more fully with website accessibility, has much better 'back-end manageability and is much more user friendly for visitors. Kidsgrove Town Council have recently updated theirs: [Kidsgrove Town Council – Staffordshire, England](#).

15. To receive an update on police matters: To receive a report dated May 2021. (Appendix 9)

16. Assets: To receive an update from the Clerk, Assistant Clerk and Cllr Mitchell on the recent asset checks conducted. To agree that any actions identified, apart from the purchase of new assets, to be

delegated to the clerk and assistant clerk to progress as long as any associated expenditure on individual items or tasks does not exceed that in the financial regulations that the clerk can authorise.

17. Environmental Improvement:

- a) To receive an update from the Clerk and assistant Clerk on the provision of two operatives to work in the parish approximately monthly. To note the cost each time of £194.22 from Congleton Town Council (already approved on a trial basis). To resolve to delegate to the Clerk and Assistant Clerk the management of this service, including prioritisation of work between council meetings, with updates to be brought to members for comment at each meeting. To note members should send any potential work they identify to the Clerk and Assistant Clerk and that a list of work undertaken will be kept.
- b) To consider and agree the Council's policy on the use of glyphosates. Note – many local councils either ban their use in their operations or severely limit them.
- c) To note and receive an update from the Clerk on meetings with other parties re environmental improvements.
- d) To agree a date for the environmental working party prior to the next council meeting.

18. Litter Picks:

- a) To receive feedback on the recent litter pick.
- b) To receive an update from the Clerk on the management of litter picks.
- c) To consider and approve in principle the purchase of any further equipment required. A suggestion has been of a small cart and dust pan and brushes. (The Assistant Clerk to present some preliminary figures.)

19. To consider and agree a system of keeping track of items reported to Cheshire East by the Clerk, Assistant Clerk or Members.

20. To receive any correspondence or other matters from the Clerk and Assistant Clerk.¹

21. To receive any reports and matters from members.¹

22. Training/meetings and courses: To consider any training requirements.

23. Future Agenda Items

24. To resolve to approve the complete meeting schedule for 2021/22. (To be circulated)

25. To agree Date of next meeting.

Matters to be considered with the Press and Public Excluded:

26. Exclusion of press and public: To resolve under 1960 (Admission to meetings) Act to exclude the press and public due to the confidential nature of the business to be discussed.

27. To receive feedback from a pre-application meeting with Ivy May and representatives from Alsager Town Council followed by a meeting between Ivy May and some residents. (Notes from meeting circulated separately).

To consider ways to mark the resignation of a councillor. (Report to be circulated separately.)

¹ Please note that items raised not on the agenda as a specific item cannot be debated other than brief comment nor have any decisions made. These items are information only.

Appendix 1 – Internal Audit Certificate

The internal audit of Church Lawton Parish Council was carried out by undertaking the following tests in the AGAR Annual Return for Local Councils in England:

- Checking that books of account have been properly kept throughout the year
- Checking a sample of payments to ensure that the Council’s financial regulations have been met, payments are supported by invoices, expenditure is approved, and VAT is correctly accounted for
- Reviewing the Council’s risk assessment and ensuring that adequate arrangements are in place to manage all identified risks
- Verifying that the annual precept request is the result of a proper budgetary process; that budget progress has been regularly monitored and that the council’s reserves are appropriate
- Checking income records to ensure that the correct price has been charged, income has been received, recorded and promptly banked and VAT is correctly accounted for
- Reviewing petty cash records to ensure payments are supported by receipts, expenditure is approved and VAT is correctly accounted for
- Checking that salaries to employees have been paid in accordance with Council approvals and that PAYE and NI requirements have been properly applied
- Checking the accuracy of the asset and investments registers
- Testing the accuracy and timeliness of periodic and year-end bank account reconciliation(s)
- Year end testing on the accuracy and completeness of the financial statements

Conclusion

On the basis of the internal audit work carried out, which was limited to the tests indicated above, in our view the council’s system of internal controls is in place, adequate for the purpose intended and effective, subject to the recommendations reported in the action plan overleaf.

As part of the internal audit work for the next financial year we will follow up all recommendations included in the action plan.

JDH Business Services Limited

	ISSUE	RECOMMENDATION	FOLLOW UP
1	The VAT reclaim document does not contain the VAT number for all listed	<i>The VAT reclaim should be populated with the VAT numbers of all listed suppliers prior to submission to HNRC.</i>	

Appendix 1 – Internal Audit Certificate

	ISSUE	RECOMMENDATION	FOLLOW UP
	suppliers. This is a prerequisite to being able to reclaim the VAT from HMRC.		
2019/20 internal audit			
1	The council should uses model Financial Regulations (FRs) which refer in section 10.) to a Purchase Order (PO) system. However, no PO system is currently in place.	<i>If the Purchase Order section of the model FRs is an accepted requirement by council, then the council should establish a sequential Purchase Order system.</i>	Noted – the clerk has confirmed purchase orders are used where deemed appropriate
2	The asset register does not contain a column for date of purchase (month and year), therefore, it is difficult to identify in which financial year additions and disposals occurred.	<i>The asset register format should be improved as noted.</i>	Implemented
2018/19 internal audit			
1	The current fixed asset register contains two columns, one for original cost and the other for valuation. The total of the valuation column is included in the AGAR annual return	<i>The Practitioners' Guide recommends that assets should be valued at purchase cost or an insurance proxy if that isn't known (that doesn't change over time), therefore, the only movement in fixed assets each year should be for additions and disposals and all additions should be at purchase price.</i>	Implemented

Appendix 1 – Internal Audit Certificate

	ISSUE	RECOMMENDATION	FOLLOW UP
		<i>The council should ensure that where possible the original purchase cost is disclosed in the AGAR annual return.</i>	
2	The memorial hall donation of £2000 is not supported by a signed confirmation of receipt.	<i>Signed confirmations of receipt should be secured for all significant donations.</i>	Implemented
3	No VAT reclaims were received during the financial year.	<i>VAT should be reclaimed on a timely basis</i>	Implemented

IMPORTANT GUIDANCE NOTE

INTERNAL AUDIT CERTIFICATE in the AGAR

There is a new internal control objective (Objective L) in the 2018/19 internal audit certificate that requires internal audit to conclude on whether the Public Rights Notice during the **previous Summer** was compliant with the Regulations. This is pre-filled for 2018/19 but in order to test this and conclude YES or NO for the 2019/20 internal audit we would need to receive with the 2019/20 books and records:

- A copy of the completed 2018/19 Notice of Public Rights and Publication of the Unaudited Annual Governance and Accountability Review
- A dated photograph showing the first day of the Notice of Public Rights on the noticeboard and/or a dated computer screenshot showing the first date of the Notice of Public Rights on the website for 2018/19

Our approach to this new requirement will be to conclude NO if we have not received the above evidence and explain on the AGAR that we received insufficient evidence to be able to conclude YES; we would also conclude NO if the dates advertised were not compliant with the Regulations.

This will be a new ongoing requirement for internal audit, as well as verifying whether certain smaller councils meet the exemption criteria from an external audit. Therefore, for the 2019/20 internal audits there will be additional time charged at a fixed fee of £9 + VAT per local council to complete the new requirements.

Appendix 1 – Internal Audit Certificate

	ISSUE	RECOMMENDATION	FOLLOW UP
2017/18 internal audit			
1	<p>Data Protection Law will change significantly on May 25th 2018 due to the 2016 EU Directive General Data Protection Regulation (GDPR) taking effect.</p> <p>GDPR replaces the 1998 Data Protection Act and it will impose new obligations on Data Controllers and Data Processors and provides enhanced rights for individuals. Compliance with GDPR could have resource implications for local councils.</p> <p>We could identify no evidence that the council has registered with the ICO as a data controller.</p>	<p><i>The impact of GDPR on the council should be identified through review of ICO and NALC guidance and the Data Protection policy, risk assessment and internal controls should be updated accordingly</i></p> <p><i>As a data controller the council needs to register with the ICO if it has not already done so. A GDPR compliant data protection policy needs to be adopted and an appropriate document retention policy.</i></p>	Outstanding

Certificate of Exemption – AGAR 2020/21 Part 2

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2021, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2021 and a completed Certificate of Exemption is submitted no later than **30 June 2021** notifying the external auditor.

Church Lawton Parish Council

certifies that during the financial year 2020/21, the higher of the authority's total gross income for the year or total gross annual expenditure, for the year did not exceed **£25,000**

Total annual gross income for the authority 2020/21: £22,367 R AMOUNT £00,000

Total annual gross expenditure for the authority 2020/21: £10,113 R AMOUNT £00,000

There are certain circumstances in which an authority will be **unable to certify itself as exempt**, so that a limited assurance review will still be required. If an authority is **unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Part 3 to the external auditor to undertake a limited assurance review for which a fee of **£200 +VAT** will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority was in existence on 1st April 2017
- In relation to the preceding financial year (2019/20), the external auditor **has not**:
 - issued a public interest report in respect of the authority or any entity connected with it
 - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
 - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
 - commenced judicial review proceedings under section 31(1) of the Act
 - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If you are able to confirm that the above statements apply and that the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either** by email **or** by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on the authority website/webpage* before 1 July 2021.

By signing this certificate you are also confirming that you are aware of this requirement.

Signed by the Responsible Financial Officer	Date	I confirm that this Certificate of Exemption was approved by this authority on this date:
SIGNATURE REQUIRED	DD/MM/YYYY	DD/MM/YYYY

Signed by Chairman	Date	as recorded in minute reference:
SIGNATURE REQUIRED	DD/MM/YYYY	MINUTE REFERENCE

Generic email address of Authority	Telephone number
clerk@churchlawton-pc.gov.uk IED GENERIC EMAIL ADDRESS	01270 883978: NUMBER

*Published web address
<https://churchlawton-pc.gov.uk> ICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

ONLY this Certificate of Exemption should be returned EITHER by email OR by post (not both) as soon as possible after certification to your external auditor, but no later than 30 June 2021. Reminder letters incur a charge of £40 +VAT

Appendix 3 – Annual Governance Statement

Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

Church Lawton Parish Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

	Agreed		'Yes' means that this authority:
	Yes	No	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.			<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.			<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.			<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.			<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.			<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.			<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.			<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.			<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			<i>has met all of its responsibilities where as a body corporate it is a sole managing trustee of a local trust or trusts.</i>

*For any statement to which the response is 'no', an explanation must be published

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YYYY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

Other information required by the Transparency Code (not part of the Annual Governance Statement)

The authority website/webpage is up to date and the information required by the Transparency Code has been published.

Yes	No
<input checked="" type="checkbox"/>	<input type="checkbox"/>

<https://churchlawton-pc.gov.uk>

PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2020/21 for

Church Lawton Parish Council

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	18,484	23,980	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	22,000	22,320	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	970	47	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	6,537	3,105	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	10,937	7,008	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	23,980	36,234	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	23,980	36,234	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	19,546	20,744	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council as a body corporate acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
		✓	

I certify that for the year ended 31 March 2021 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.
Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

Date

DD/MM/YYYY

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YYYY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Statement of your account



BANK WITH US. BANK ON US.

03067051 | 05847
 Mrs Susan Davies
 Church Lawton Parish Council
 Rose Villa
 Foden Avenue
 Stoke-on-trent
 ST7 2PT

PO Box 7193, Planetary Road, Willenhall WV1 9DG

The charges for the period
 19 February to 4 March 2021 are:
 total commission charges: £18.00
 debit interest: £0.00

We will take these amounts from
 your account on 31 MAR 21.

You can ask us to send you details of our charges
 and how we work them out. See over the page for details

If your name and address are incorrect or have changed,
 please visit www.unity.co.uk/update-your-details/

For foreign payments -

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Your deposits with Unity Trust Bank are eligible for protection
 up to £85,000 under the Financial Services Compensation
 Scheme (FSCS). For more information about compensation
 provided by the FSCS, please visit www.FSCS.org.uk or refer to
 our FSCS Information Sheet and Exclusions List at
www.unity.co.uk/fscs

Contact us

Tel: 0345 140 1000

Email: us@unity.co.uk

Web: www.unity.co.uk

Name of account: Church Lawton Parish Council

Date: 4 March 2021

Statement 002 (page 1 of 1)

Account number: 20437307

Bank sort code: 608301

Type of account: Current T1

Date	Details	Payments	Receipts	Balance
28 FEB 21	Balance brought forward			10,000.00 *
	Balance carried forward			10,000.00 *

You can ask us to send you details of our rates and how we work them out.

Abbreviations: * credit balance DR overdrawn S sub total (intermediate balance)

Registered Office : Unity Trust Bank plc, Four Brindleyplace, Birmingham, B1 2JB. Registered in England and Wales Number 1713124

Statement of your account



BANK WITH US. BANK ON US.

04095221 | 06019
 Mrs Susan Davies
 Church Lawton Parish Council
 Rose Villa
 Foden Avenue
 Stoke-on-trent
 ST7 2PT

PO Box 7193, Planetary Road, Willenhall WV1 9DG

To learn more about our convenient and easy to use Internet Banking service, call us today on 0345 140 1000.

If your name and address are incorrect or have changed, please visit www.unity.co.uk/update-your-details/

For foreign payments -

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Your deposits with Unity Trust Bank are eligible for protection up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about compensation provided by the FSCS, please visit www.FSCS.org.uk or refer to our FSCS Information Sheet and Exclusions List at www.unity.co.uk/fscs

Contact us

Tel: 0345 140 1000
 Email: us@unity.co.uk
 Web: www.unity.co.uk

Name of account: Church Lawton Parish Council

Date: 31 March 2021

Statement 003 (page 1 of 1)

Account number: 20437307

Bank sort code: 608301

Type of account: Current T1

Date	Details	Payments	Receipts	Balance
4 MAR 21	Balance brought forward			10,000.00 *
25 MAR 21	B/P to: SLCC	100.00		
25 MAR 21	B/P to: Netwise	380.00		
25 MAR 21	B/P to: Sandtomy	48.30		
25 MAR 21	B/P to: Sue Davies (Clerk)	763.80		8,707.90 *
26 MAR 21	B/P to: Parish Online	168.00		
26 MAR 21	B/P to: Sue Davies (Clerk)	254.60		
26 MAR 21	B/P to: Shire Pay Services	94.20		
26 MAR 21	B/P to: IMS Ltd	1,437.58		
26 MAR 21	B/P to: Scribe	345.60		
26 MAR 21	B/P to: Element Hosting Lt	662.16		5,745.76 *
29 MAR 21	B/P to: Chab	25.00		
29 MAR 21	B/P to: SLCC Enterprises	174.90		
29 MAR 21	B/P to: Element Hosting Lt	176.88		
29 MAR 21	B/P to: Lawton Mem. Hall	1,000.00		
29 MAR 21	B/P to: Sue Davies (Clerk)	254.60		4,114.38 *
31 MAR 21	B/P to: Sue Davies (Clerk)	172.68		
31 MAR 21	B/P to: Chab	300.00		
31 MAR 21	B/P to: Chab	30.00		
31 MAR 21	B/P to: HMRC	97.85		
31 MAR 21	B/P to: C D Greenhalgh	201.17		
31 MAR 21	B/P to: Sue Davies (Clerk)	330.20		
31 MAR 21	Service Charge	18.00		2,964.48 *
	Balance carried forward			2,964.48 *

You can ask us to send you details of our rates and how we work them out.

Abbreviations: * credit balance DR overdrawn S sub total (intermediate balance)

Registered Office : Unity Trust Bank plc, Four Brindleyplace, Birmingham, B1 2JB. Registered in England and Wales Number 1713124

Appendix 5 – Bank Statements and Reconciliations dated 31st March 2021

01078829
04083 01



Business Reserve Account

Branch details
Scene (A) Branch
The Square
Scene
Cheshire
CH1 2HN

I34700/01078829/F 600112/04083



MRS S DAVIES
ROSE VILLA
FODEN AVENUE
ALSAGER
STOKE ON TRENT
S17 2PT

Summary 1 Mar 2021 to 1 Apr 2021
Sheet 218

Previous balance	6,023.47
Withdrawn	0.00
Paid in	0.05
New balance	6,023.52

Your deposit is not eligible for protection under the Financial Services Compensation Scheme (FSCS). An FSCS Information Sheet and list of exclusions will be provided to you on an annual basis. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk

Interest rate: 0.01% Gross / 0.01% AER

If you have changed your address or telephone number, please let us know

For Bank use

Account Number 93113293 CHURCH LAWTON PARISH COUNCIL BIC NNBK GB 2L
Branch sort code 60-01-12 IBAN GB83 NNBK 6001 1293 1132 93
National Westminster Bank Plc

01078830
04083 0001/0001



Business Reserve Account

Date	Details	Withdrawn	Paid in	Balance
1 Mar 2021	BROUGHT FORWARD			6,023.47
31 Mar	Interest 31MAR-GRS 93113293		0.05	6,023.52

Account Number 93113293 CHURCH LAWTON PARISH COUNCIL
Branch sort code 60-01-12
National Westminster Bank Plc

218

Appendix 5 – Bank Statements and Reconciliations dated 31st March 2021



Transactions from 01-MAR-2021 to 31-MAR-2021

Account name or alias CHURCH LAWTON PC	Account number 06807097	Sort code 60-01-12	Account currency GBP
Debit or credit Any	Current cleared balance 27271.16		

Any eligible deposits you hold with us are protected by the Financial Services Compensation Scheme (FSCS). A link to the FSCS Information Sheet and list of exclusions can be found on your digital statement. For further information about the compensation provided by the FSCS, refer to the FSCS website at www.FSCS.org.uk.

Date	Type	Transaction details	Debit	Credit	Balance
		Closing balance			27,271.16
		Opening balance			
		Totals	0.00	0.00	

Church Lawton Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/03/2021		
	Cash in Hand 01/04/2020		23,979.53
	ADD Receipts 01/04/2020 - 31/03/2021		22,367.45
	SUBTRACT Payments 01/04/2020 - 31/03/2021		46,346.98
	Cash in Hand 31/03/2021 (per Cash Book)		10,112.82
B	Cash in hand per Bank Statements		
	Petty Cash 31/03/2021	0.00	
	Unity Bank 31/03/2021	2,964.48	
	NATWEST Reserve Account 9311: 31/03/2021	6,023.52	
	NATWEST Current Account 06807: 31/03/2021	27,271.16	
			36,259.16
	Less unrepresented payments		25.00
		36,234.16	
Plus unrepresented receipts		0.00	
Adjusted Bank Balance		36,234.16	
A = B Checks out OK			

Appendix 5 – Bank Statements and Reconciliations dated 31st March 2021

27 April 2021 (2020-2021)

Church Lawton Parish Council
RECONCILIATION - Unity Bank

From Accounts	£2,939.48
Payments not cashed Add	£25.00
Receipts not entered Subtract	£0.00
Statement should be	£2,964.48

27 April 2021 (2020-2021)

Church Lawton Parish Council
RECONCILIATION - NATWEST Reserve Account 93113293

From Accounts	£6,023.52
Payments not cashed Add	£0.00
Receipts not entered Subtract	£0.00
Statement should be	£6,023.52

Appendix 5 – Bank Statements and Reconciliations dated 31st March 2021

27 April 2021 (2020-2021)

Church Lawton Parish Council
RECONCILIATION - NATWEST Current Account 06807097

From Accounts	£27,271.16
Payments not cashed Add	£0.00
Receipts not entered Subtract	£0.00
<hr/>	
Statement should be	£27,271.16

Appendix 6 – Payment and Receipts 2021-22 made to date.

Receipts to 31st May 2021

# ↓	Date	Tender	Net	VAT	Total	Cashed Date	Description	Customer	Cost Code	Bank	Cheque/Receipt No
4	28/05/2021	ONLINE	0.05	0.00	0.05		Bank Interest	NatWest Bank	Bank Interest	NATWEST Reserve Account 93113293	Rec 21-22 04
3	30/04/2021	ONLINE	0.05	0.00	0.05		Bank Interest	NatWest Bank	Bank Interest	NATWEST Reserve Account 93113293	Rec 21-22 03
2	13/05/2021	ONLINE	4179.60	0.00	4179.60		CIL payment	Cheshire East Council	Community Infrastructure Levy	Unity Bank	Rec 21-22 02
1	23/04/2021	ONLINE	10500.00	0.00	10500.00		Precept 1st Installment	Cheshire East Council	Precept	Unity Bank	21/22-01

Appendix 6 – Payment and Receipts 2021-22 made to date.

Payments to 11th June 2021 – requiring retrospective approval

18 June 2021 (2021-2022)

**Church Lawton Parish Council
PAYMENTS LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1 Subscriptions	29/04/2021	statutory	Unity Bank	300002	ICO Annual Fee	ICO	E	40.00	0.00	40.00
2 Salaries	29/04/2021		Unity Bank	21-22 Payroll	Salaries April	Staff Salaries	X	442.77	0.00	442.77
3 HMRC - Clerk tax	29/04/2021		Unity Bank	3- 21-22 Payroll	HMRC April	HMRC	X	47.00	0.00	47.00
4 Clerk - working from home a	29/04/2021		Unity Bank	4 - wfh April	wfh April	Staff Salaries	X	26.00	0.00	26.00
5 Training - Clerk and Council	29/04/2021		Unity Bank	5 - 2021-22	Training costs	ChALC	X	50.00	0.00	50.00
6 Subscriptions	27/05/2021		Unity Bank	21-22-06	ChALC Annual Subscription	ChALC	X	691.64	0.00	691.64
7 Training - Clerk and Council	27/05/2021		Unity Bank	7-21-22	Training - Councillor	ChALC	X	50.00	0.00	50.00
8 Salaries	31/05/2021		Unity Bank	21-22 08	Salaries May	Staff Salaries	X	442.77	0.00	442.77
9 Clerk - working from home a	31/05/2021		Unity Bank	21-22 09	wfh May	Staff Salaries	X	26.00	0.00	26.00
10 Clerk - working from home a	31/05/2021		Unity Bank	21-22 10	HMRC May	HMRC	X	47.00	0.00	47.00
11 Insurance	11/06/2021		Unity Bank	21-22 11	Insurance	Came and Company	X	738.37	0.00	738.37
Total								2,601.55	0.00	2,601.55

Appendix 7 – Payment and Receipts requiring approval

To be inserted.

Appendix 8 – outstanding and Recently Determined Planning Applications

Current Planning Applications (not yet determined)

[20/4313C Alsager Court, Sandbach Road North, Church Lawton, ST7 3RG](#) (link)

The demolition of an existing care home and the erection of thirteen dwellings and construction of an access drive

Decision Target Date = 10th May 2021, still outstanding

[21/0671C Grove Manor, 79 Liverpool Road West, Church Lawton, ST7 3DL](#) (link)

Outline application with some matters reserved for 10 dwellings.

Decision Target Date = 10th May 2021, still outstanding

[21/0887C 11 Barwood Avenue, ST7 3EN](#) (link)

Front / rear Dormer / Rear Single Storey Extension / Front Porch / Attached Garage.

Decision Target Date = 16th April 2021, still outstanding

[21/1753C – Plot 1 next to 11 Sandbach Road, Church Lawton, ST7 3DW](#) (link)

Variation of condition 2 on approved application 19/0305C - Proposed two detached dwellings

Decision Target Date = 24th May 2021, still outstanding

[21/1839C – 17 Congleton Road North, Church Lawton, ST7 3AZ](#) (link)

Extensions and Alterations

Decision Target Date = 27th May 2021, still outstanding

[21/1800C – United Utilities, Liverpool Road East, Church Lawton, ST7 3AH](#) (link)

Construction of a ferric dosing kiosk in association with permitted development works

Decision Target Date = 25th May 2021, still outstanding

[21/2742C - 44 Brown Avenue, Church Lawton, ST7 3EP](#) (link)

To remove existing roof and construct attic floor to provide additional family accommodation - amendment to planning consent 20/4295C.

Decision Target Date = 13th July 2021

[21/2587N – Vodafone Site 4574, Whartons Pool Farm, Cherry Lane, Church Lawton](#) (link)

This proposed development comprises the removal of the existing 17.5m mast and associated antennas and its replacement with a new technically superior 17.5m monopole mast complete with 6 antennas and associated enabling radio equipment and development works thereto. These works are materially similar to those approved via case 14/3759C but which has not been implemented and has now expired.

Decision Target Date = 5th July 2021

[21/2635C – 4 Brown Avenue, Church Lawton, ST7 3EE](#) (link)

Demolition of the existing Bungalow and single garage. Then the building of a new Bungalow and double garage.

Decision Target Date = 2nd August 2021

Recently Determined Applications (within last three months)

[19/3667C Alsager Court, Sandbach Road North, Church Lawton, ST7 3RG](#) (link)

The demolition of a former care home and the construction of a new care home.

Decision: Approved on Appeal – 23rd April 2021

Appendix 8 – outstanding and Recently Determined Planning Applications

[21/0934C Cherry Lane Farm, Cherry Lane, ST7 3QX](#) (link)

Proposed side extension to existing dwelling to form garage with office over.

Decision: Approved with conditions – 5th May 2021

[21/1574C - 30 Sandbach Road, Church Lawton, ST7 3DP](#) (link)

Proposed 2nd Floor Extension Over Existing Single Storey at the Rear

Decision: Approved with conditions – 24th May 2021

[21/1302C - 74 Lawton Avenue, Church Lawton, ST7 3AT](#) (link)

Installation of a prefabricated timber clad garden cabin for use as a home office/studio/storage

Decision: Approved with conditions – 24th May 2021

WARD: ODD RODE POLICE
OFFICERS: PC Kate RITCHIE 4692 and PCSO Jeanette CARTER 23355
Date: MAY 2021

GENERAL INFORMATION

The intention of this report is to provide an overview of the nature of the work we have been involved with over the last month.

We continue to encourage the public to follow Odd Rode Police on social media, where we post a timeline summary of nature of the work we're working or have worked on.

Due to confidentiality we may not be able to disclose full details but may do in time.

A Freedom of Information Request can be requested in writing.

For further information: www.cheshire.police.uk/foi-ai/cheshire-police/freedom-of-information

REPORTING CRIME OR INCIDENTS

We continue to request that the appropriate reporting channels are used depending of the seriousness or nature of the crime or incident. By doing so it allows Cheshire Police to direct the request or concern to the correct person or department in a timely manner. This also ensures that requests are not sat in social media posts or e-mails boxes which depending on demand or annual leave may not be read as urgently as required.

In an Emergency Telephone 999

- A crime is happening right now.
- Someone is in immediate danger, or there is a risk of serious damage to property.
- A suspect for a serious crime is nearby.
- There is a traffic collision involving injury or danger to other road users.

Urgent - Call 101

To 'Report' or 'Tell Us' - Cheshire Police website www.cheshire.police.uk

We ask that you don't use social media to report crime or concerns as accounts are not monitored 24/7

E-mail: For general correspondence, for example to provide meeting dates or event information.

We may request further information through e-mail. The requests will come from the following addresses: Kate.ritchie@cheshire.pnn.police.co.uk

Jeanette.carter2@cheshire.pnn.police.co.uk

CHESHIRE POLICE ALERTS

Cheshire Police Alert is the community messaging system brought to you by Cheshire Constabulary and servicing the whole of Cheshire.

By registering with Cheshire Police Alert, you receive news and appeals, local crime information and crime prevention advice - direct to you as an e-mail, mobile text or voice message.

Registering with this site is completely free, and not only allows you to receive messages about your local area, but also allows you to feedback information to your local policing teams to help them better police your neighbourhood.

Web address: www.cheshirenolicealert.co.uk

REPORT START

GENERAL UPDATE

COVID 19 – Overall very positive. Continue to use the force’s 4 Es approach. Made regular visits to shops to support them in particular with regard to mask wearing of customers. As restrictions eased on the 12 April we have been encouraged with the response from residents in following the guidelines.

Police Surgeries – Continue online due to Covid restrictions and we are slowly reintroducing pop-up surgeries. Dates/times are posted on social media, e-mailed through Cheshire Police Alerts and Parish Council Clerks.

Road Safety – Both enforceable and non-enforceable speed guns are being utilised. Enforceable data is forwarded to The Central Ticket for consideration of prosecution. Parking. School patrols.

Working with Partner Agencies - Plus Dane Housing, Cheshire Fire and Rescue, Environmental Health, Trading Standards, Cheshire East Highways

Op Sceptre Campaign – Targeting knife crime – multiple knives handed into Congleton police station

We continue to link in with other **Cheshire Police Units**: Dogs, Rural Crime Team, Roads and Crime Unit

CHURCH LAWTON

Patrols – We continue to do so on foot and in vehicles. We also continue to encourage residents to report any specific areas / locations they'd like us to patrol; giving a reason why.

Road Safety – We have taken the non-enforceable camera to the A34 following concerns re vehicles travelling over speed limit

Carried out reassurance visits to residents.

Carried out school parking/road safety patrols.

Carried out specific patrols in relation to fly tipping – No cases noted.

Liaised with The Rural Crime Team in relation to helping with patrols on our rest days.

REPORTED INCIDENTS

3 road related incidents

- Bike related incident
- Driver has not notified DVLE their car has no MOT and is to be scrapped
- Anti social driving

2 concern for safety

2 suspicious activity

- Text claiming a parcel had tried to be delivered however they needed to click on link to pay a fine.
- Male checking out callers drive

1 assist Fire

REPORT END.