

# Spurstow Parish Council

## Minutes of the Annual Parish Meeting

held at 19:00 on Thursday 23<sup>rd</sup> May 2024 at St Boniface Church, Bunbury  
Clerk: C Jones, Rose Cottage, Spurstow CW6 9TG [clerk@spurstow.org.uk](mailto:clerk@spurstow.org.uk)

3<sup>rd</sup> June 2024

The Annual Parish Meeting is an opportunity for parishioners on the Electoral Roll for Spurstow to raise any matters of concern to them that relate to their local community. This meeting was essentially a formal meeting to transact certain business of the Council, and was followed immediately by an Ordinary Meeting of Spurstow Parish Council.

- 1.** To elect a Chair for the Annual Parish Meeting. – **Councillor Nell Jones offered to chair the meeting, which was agreed unanimously.**
- 2.** To receive any apologies for absence. **Councillor Katherine Hutchinson sent her apologies.**
- 3.** To elect a Chair of Spurstow Parish Council for the forthcoming Year. **Councillor Katherine Hutchinson has agreed to stand as Chair of the Parish Council for the period until the 2025 Annual Parish Meeting. Her Appointment was proposed by Councillor Nell Jones, Seconded by Councillor Barry Bell and passed unanimously. It was noted that Councillor Hutchinson does not expect to stand for the position of Chair at the Annual Parish Meeting of May 2025.**
- 4.** To approve the minutes of the Annual Parish Meeting held in May 2023, which are appended below. **The motion to accept the minutes of the previous Annual Parish Meeting was proposed by Councillor Nell Jones, Seconded by Councillor Barry Bell and passed unanimously.**
- 5.** To receive the Clerk's report about the responses, if any, to the Notice of Vacancies issued recently by the Council, and to consider, if thought appropriate, whether to co-opt up to two electors from the Parish to act as Councillors for the Parish. **The Clerk reported that Cheshire East Council had written to say that the Council were free to fill vacancies by co-option. (Please see below for the text of the letter). Ian Jones spoke briefly to introduce himself. He has lived in Meadow Park within the parish for some 18 years and was pleased to offer his services as a Councillor, should the Council be pleased to co-opt him to the Parish Council. This offer was warmly accepted by the Council, and his co-option was Proposed by Councillor Nell Jones, Seconded by Councillor Middlemiss and passed unanimously. He was warmly welcomed to Spurstow Parish Council by all present.**
- 6.** To elect a Vice Chair for the forthcoming year. **Councillor Lea said that he was willing to stand as Vice-Chair of the Parish Council for the period until the 2025 Annual Parish Meeting. His Appointment**

was formally proposed by Councillor Nell Jones, seconded by Councillor Middlemiss and passed unanimously. Councillor Bell was thanked for his contributions, especially his role as primary police liaison for the Council.

7. To receive the Clerk’s report, including the Parish Council’s Annual Governance & Accounting Review (“AGAR”) for the year to 31<sup>st</sup> March 2024. **The Clerk thanked Graham Melia for once again providing the Council’s internal audit, and then briefly discussed the figures for 2023/2024 and offered to discuss any details in greater depth, should any Councillor wish. Following an earlier discussion with Councillor Nell Jones, the Clerk and Councillor Jones discussed an email received from Graham Melia and the expected result for next year, taking into account expected costs and income, (including an expected increase in costs of some 10%.) This shows an expected balance at 31 March 2025 of £ 1,546, It was decided to consider a more detailed plan and an appropriate precept request for 2025-2026 at the November meeting of the Council. There was some discussion about the cost of street lighting, it was noted that the street lights are charged on an unmetered basis and it was agreed to change supplier in order to decrease the costs.**

	2025 plan
Balances B'fwd	£ 3,545
Precept	£ 4,250
Other Receipts	£ -
Staff Costs	£ 3,188
Loan interest/capital	£ -
Other Payments	£ 3,061
Balance C'fwd	£ 1,546
Fixed Assets	£ 7,242
Borrowings	£ -
Deficit	£(1,999)

8. To authorise the Chair of the Meeting and the Clerk to sign and submit the Parish Council’s Annual Governance & Accounting Review (“AGAR”) for the year to 31<sup>st</sup> March 2024 and its accompanying documents, as needed. **The motion was proposed by Councillor Middlemiss, seconded by Councillor Bell and passed unanimously.**
9. To set the date of meetings for the next year and to set the date of the next Annual Parish Meeting.

**Meetings are expected to be held on at 19:00 at St Boniface Church on :-**

**25<sup>th</sup> Sept 2024**

**27<sup>th</sup> November 2024**

**19<sup>th</sup> March 2025**

**21<sup>st</sup> May 2025m- APM**

**10.**To invite the public to raise any matters of interest. **No other items were raised.**

There being no further business, the meeting closed at 19:45

Mr C Jones  
Clerk to Spurstow Parish Council  
c/o Rose Cottage  
Peckforton Hall Lane  
Spurstow  
CW6 9TG

**Electoral Services**  
Macclesfield Town Hall  
c/o Delamere House  
Delamere Road  
Crewe  
CW1 2LL

01270 685922

Electionteam.admin@cheshireeast.gov.uk

DATE: 10 May 2024

Dear Mr Jones

**CASUAL VACANCY – SPURSTOW PARISH COUNCIL**

I refer to the Notice of Vacancies dated 18 April 2024.

As I have not received a claim by ten electors in writing for Spurstow Parish within the requisite period for an election to be held to fill your casual vacancies, I confirm that you are therefore free to fill these vacancies by co-option at the next meeting of your Parish Council.

Yours sincerely



Electoral Services Officer