

SUTTON WEAVER PARISH COUNCIL
Minutes of Sutton Weaver Annual Meeting of the Parish Council meeting held on
Wednesday 6th May 2026
at St Peter's Church Hall, Sutton Weaver

Start time 7 pm

	<p>Present: Cllr Brian Starkey (BS), Cllr Jacky Hancock (JH), Rob Hancock (RH), Cllr Gerry Jemitus (GJ), Cllr Simon Richards (SR), Cllr Tony Spencer (TS)</p> <p>4 Members of the Public (MOP)</p> <p>In attendance: Clerk-T Whitlow (TW)</p>	By:
26/01	<p>Welcome: BS welcomed all to the Annual Meeting of the Parish Council</p>	
26/02	<p>Election of Chair:</p> <ol style="list-style-type: none"> 1. Cllr Brian Starkey was proposed and seconded as chair for the 2026-27 civic year, voted unanimously. 2. BS signed the declaration of office paperwork. 	
26/03	<p>Election of Vice-Chair: Cllr Jackie Hancock was proposed and seconded, voted unanimously.</p>	
26/04	<p>Apologies for Absence were received from: Ward Cllrs Lynn Gibbon and Phil Marshall.</p>	
26/05	<p>Declarations of Members' Interests: Church Hall – JH & RH</p>	
26/06	<p>Minutes: Minutes of the Parish Council meeting on 1st April 2026 and the AMPC meeting on 14th May 2025 were approved as a true and accurate record and signed by the chair.</p>	
26/07	<p>Chairs Report: Report received from BS. TW to add to website.</p>	TW
26/08	<p>Policy Review: The following policies were reviewed and re-adopted, with a review date of the AMPC 2027 set.</p> <ol style="list-style-type: none"> 1. Standing Orders 2. Financial Regulation 3. Code of Conduct 4. Scheme of Delegation 5. Internet Banking Policy 6. Management Risk Assessment 7. Management Strategy <p>TW to update the policy schedule & website.</p>	TW
26/09	<p>Police Update: None present. Response received from Cheshire Police following the formal complaint submitted regarding lack of attendance to a playground 999 request.</p>	

26/10	Ward Councillor Update: Monthly update received and circulated TW to add to website.	TW
26/11	Matters arising / Actions from Previous Minutes: The insurance claim for the damaged equipment has been received £ Another claim for the damaged fence has been submitted.	
26/12	Public Participation: See 26/14	
26/13	Correspondence (of consequence unless an agenda item): None of consequence that has not been circulated or actioned.	
26/14	Village Groups: 1. Speed Watch: MOP confirmed the speedwatch group have been active, and reports submitted to the PCSO. 2. SW Residents Group: Activities are being supported by the residents, with attendance rising. All inclusive coach being organised for a Blackpool Lights trip later in the year.	
26/15	Clerks Report: Insurance renewal quote has come through today, £507. No change from last year. Clerk recommends acceptance. Due 01/06/26, will be added to the agenda for June to ratify. Clerk has incurred 3 hours overtime for the year end audit. Approved.	TW
26/16	Accounts/Financial: 1. Receipts & Payments: Receipts & payment schedule at 06.05.26 approved and signed. See Appendix 2 2. Bank Reconciliation: At 27.04.26 Approved. See appendix 1 3. Bank signatories: Confirmed for the civic year as TW, JH & GJ 4. Pre-authorised payment schedule approved.	
26/17	Meeting Dates: Confirmed as the 1 st Wednesday in the month, excluding August and January 2027, through to May 2027, at 7pm at St Peters Church Hall. Pending any changes due to circumstances.	
26/18	Internal Audit Report: AGAR Internal Audit reviewed. Signed by TW and the chair. TW to upload to the website. No recommendations made..	TW
26/19	Certificate of Exemption: Exemption certificate Resolved to approved and signed by clerk and chair. TW to upload to website and send to the External Auditor.	TW
26/20	Annual Governance Statement: Reviewed. Resolved to approve. Signed by the clerk and the chair. TW to upload to website.	TW
26/21	Account Statements: Resolved to approve. Signed by TW and the chair. TW to upload to the website.	TW
26/22	Provision of Public Rights: Dates set for Wednesday 03.06.26 to Tuesday 14.07.26. Notice to be added to the notice board and website before 03.06.26.	TW

26/23	<p>Playground Review: Whilst the fence is damaged any progress on new equipment has been put on hold.</p> <p>No additional issues noted with the playground and ASB</p>	
26/24	<p>Asset Maintenance: Bus Stop Bench: Street Licence: Has been approved. TW to contact ward councillors to ask for a Members Budget contribution towards the cost of the bench and street licence.</p>	TW
26/25	<p>Planning: Applications received since the last meeting. None Planning decisions notified since the last meeting. None.</p>	
26/26	<p>Items for Next Agenda: Playground. Pedestrian crossing.</p>	
26/27	<p>Date of Next Meeting: Wednesday 3rd June 2026 at St Peters Church Hall at 7pm</p>	

The meeting closed at 7.50pm

Signed:

Date:

Appendix 1.

Appendix 2.

SWPC RECEIPTS & PAYMENTS			
Meeting Date	06/05/2026		
<u>Receipts</u>			
	CWAC	Precept	£17,250.00
	Zurich	Insurance claim	£9,634.00
			£17,250.00
<u>Payments ratified or for approval</u>			
Date	Payee	Details	Amount
R	S Lily	Internal Audit	£50.00
A	Clerk	Expenses Mar-April	£84.02
			£134.02

<u>BANK RECONCILIATION 27.04.26</u>	
Barclays Community A/C	£333.42
Barclays Premium A/C	£49,253.75
TOTAL	£49,587.17
<u>CASH BOOK RECONCILIATION</u>	
Barclays Community B/F	£1,211.03
Barclays Premium B/F	£22,753.75
Total B/f 01.04.26	£23,964.78
Receipts to date	£26,884.00
Expenditure to date	£1,261.61
Cashbook Balance	£49,587.17