

HANKELow PARISH COUNCIL

Date: 27th April 2026

Parish Councillors are summoned to the Annual Meeting of the Parish Council
The meeting will commence at the conclusion of the Annual Parish Meeting

DATE: Tuesday 5th May 2026
TIME: 7.45pm (or on the later rising of the Parish Meeting)
VENUE: Hankelow Chapel, 11 Old School Lane, Hankelow, CW3 0JN

Abbi Miller
Clerk to the Parish Council
Telephone: 07919054776
Email: clerk@hankelowparishcouncil.org

AGENDA

PART 1 – ANNUAL COUNCIL BUSINESS

1. Election of Chair

- 1.1 To elect a Chair to serve until the Annual Meeting in 2027.
- 1.2 The Chair will sign a Declaration of Acceptance of Office, following which the newly-elected Chair will chair the meeting.

2. Election of Vice-Chair

- 2.1 To elect a Vice-Chair to serve until the Annual Meeting in 2027.
- 2.2 The Vice-Chair will sign a Declaration of Acceptance of Office.

3. Apologies for Absence

To receive apologies for absence.

4. Declarations of Interest

Supporting documents are emailed to all councillors: Finance Report, Planning Log and information on current topics for discussion.

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Members to declare any non-pecuniary or disclosable pecuniary interest (DPI) which they have in any item of business on the agenda, the nature of that interest, and in respect of DPis to leave the meeting prior to the discussion of that item.

Whilst the Clerk can advise on the Code of Conduct and its interpretation, the decision to declare, or not, is the responsibility of the Parish Councillor, based on the particular circumstances.

Members who are either directors or other category of persons who have shares in The White Lion Community Pub Ltd. are reminded that they have a disclosable pecuniary interest when The White Lion is referenced during a meeting.

5. Minutes of Last Meeting

To approve and sign as a correct record, the minutes of the meeting held on 2nd March 2026, and the minutes of the Extra-ordinary meeting held on 1st April 2026.

6. Financial Matters

6.1 Audit Regulations

The Parish Council is asked to approve the accounts for 2025-26.

The Parish Council is asked to receive the Annual Internal Audit Report for the financial year 2025-26 and agree any actions required.

The Audit Regulations for this year are as follows:

- (a) The AGAR must be approved and published before Wednesday 1st July 2026 at the latest.
- (b) The Parish Council must inform the electorate of a single period of 30 working days during which public rights may be exercised. This information must be published at least the day before the inspection period commences.
- (c) The inspection period must include the first 10 working days of July 2026.
- (d) A wet signature is still a requirement for the Annual Governance and Accountability Return

6.2 Accounts for Approval

- (a) To receive and approve the Annual Governance and Accountability Return (AGAR) Statement.

Page 3 is the Certificate of Exemption and the Parish Council is asked to confirm that it wishes to be regarded as exempt from external audit on the basis that its annual gross income is less than £25,000.

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- (b) To receive and approve a copy of the ledger for 2025-26 showing the expenditure for the year.
- (c) To receive and approve the Fixed Assets List.

6.3 Annual Governance and Accountability Return 2025-26 (AGAR)

The AGAR must be approved in a specific order.

- Section 1 first (the Annual Governance Statement) and, secondly
- Section 2 (Accounting Statement)

The Minute numbers must demonstrate that they were considered in the correct order.

7 Risk Management Plan

The Parish Council is asked to consider and approve the Risk Management Plan.

8 Appointment to outside bodies/committees

8.1 Outside Bodies

The Parish Council is invited to appoint a representative to the Audlem Burial Board.

8.2 ChALC Meetings

The Parish Council is invited to appoint a representative to attend meetings of ChALC to attend as and when required.

9. Reports from local community groups

- 9.1 Hankelow Amenities Group
- 9.2 Warm Spaces Hub

10. Calendar of meetings – 2026-27

The Parish Council is asked to approve the enclosed calendar of meetings for 2026-27

PART 2 – ORDINARY PARISH COUNCIL BUSINESS

11. Questions or comments from Members of Public regarding any items on the agenda

(In accordance with Hankelow Standing Orders Section 52)

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12. Matters Arising

To receive updates on any matters arising from the Minutes of the last meeting held on 2nd March 2026 not elsewhere covered on the agenda.

26/22: Clerk to ensure the website is updated with upcoming meeting dates. **RESOLVED.**

13. Finance Matters

a. Finance Report

b. To authorise any payments.

ChALC Annual Renewal	£120.00
Payroll Services	£79.20
Clerk Salary	£345.72
Clerk Contributions	£86.40
Internal Auditor	£TBC
Insurance Renewal	£TBC

c. To discuss CIL Monies awarded to the Parish Council.

To receive an update on the Speed restriction devices.

14. Planning Matters

a. To consider and resolve to agree the response to planning applications notified by Cheshire East Council.

There are no new planning applications.

b. To note any updated planning applications with decisions made since the last meeting held on 2nd March 2026.

There are no new decisions on planning applications.

15. To receive an update on activities undertaken by the Village Green Sub-Committee

16. To receive an update from the Cheshire East Borough Councillor

17. Members reports to raise to council

18. Date of the next meeting:

Parish Council Meeting 7:30pm

Monday, 6th July 2026

Hankelow Chapel, 11 Old School Lane, Hankelow, CW3 0JN

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All Members of Public are welcome to attend the Parish Council Meeting.
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