

HANKELOW PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF HANKELOW PARISH COUNCIL HELD AT HANKELOW METHODIST CHAPEL, HANKELOW ON 5 MAY 2026

Present: Cllr Chris Cope, Cllr Ian Jones, Cllr Tom Muxlow, Cllr Andy Bellinger and Cllr Gin Foster

In attendance: Abbi Miller (Clerk & RFO)

PART I – ANNUAL COUNCIL BUSINESS

26/01 ELECTION OF CHAIR

The Parish Council was asked to elect a Chair to serve until the next Annual Meeting.

RESOLVED: It was proposed by Cllr Jones, seconded by Cllr Bellinger and unanimously carried that Cllr Cope be elected as Chair of the Parish Council to serve until the next Annual Meeting.

The Chair signed the Declaration of Acceptance of Office, countersigned by the Proper Officer.

25/02 ELECTION OF VICE-CHAIR

The Parish Council was asked to elect a Vice-Chair to serve until the next Annual Meeting.

RESOLVED: It was proposed by Cllr Cope, seconded by Cllr Bellinger and unanimously carried that Cllr Muxlow be elected as Vice Chair to serve until the next Annual Meeting.

The Vice Chair signed the Declaration of Acceptance of Office, countersigned by the Proper Officer.

25/03 APOLOGIES FOR ABSENCE

Apologies received from Ward Cllr Rachel Bailey.

25/04 DECLARATIONS OF INTEREST

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

There were no declarations of interest,

25/05 MINUTES OF LAST MEETING

RESOLVED: It was proposed by Cllr Jones and seconded by Cllr Muxton and agreed that the minutes of the meeting held on 2nd March 2026 and the minutes of the Extra-Ordinary

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meeting held on 1st April 2026 be approved as a true and correct record and were signed by the Chair.

25/06 FINANCIAL MATTERS

25/06.01 Audit Regulations

The Parish Council was asked to approve the accounts for the financial year FY2025-26.

RESOLVED: This was approved by the Council.

The Parish Council had received the Annual Internal Audit Report for FY2025-26 with the conclusion that the Council's system of internal control is in place, adequate for the purpose intended subject to recommendations.

RESOLVED: The Parish Council will consider all recommendations and action those deemed appropriate for the Council.

25/06.02 Notice of Electors' Rights

Recommended Dates from PKF Littlejohn LLP are to commence from Wednesday 3rd June 2026 to Tuesday 14th July 2026. This covers 30 working days and to include the first 10 days of July 2026.

25/06.03 Accounts for Approval

Section 1 – Annual Governance Statement

The order in which the sections were to be approved was specific. Section 1 (Annual Governance Statement) must be authorised first and the minutes must demonstrate this.

RESOLVED: That the Parish Council approve Section 1 of the Annual Governance Statement 2025-26 confirming that it was satisfied that there was a sound system of internal control. This was signed by the Chair and the Clerk.

Section 2 – Accounting Statement 2025-26

The Parish Council was asked to approve Section 2 – Accounting Statement 2025-26

RESOLVED: That the Accounting Statement for 2025-26 be approved. This was signed by the Chair and the Clerk

Section 3 – Certificate of Exemption

RESOLVED: As the Parish Council had declared itself exempt from external audit, the accounts would be published on the Council's website but would not be submitted for

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external audit. This was signed by the Chair and the Clerk. Clerk to submit to PKF Littlejohn, the external appointed auditor.

26/04 CONFIRMATION OF ASSET REGISTER

RESOLVED: It was proposed by Cllr Cope and seconded by Cllr Muxlow and agreed that the Fixed Asset Register be approved and that it will be reviewed in March 2027 or when there is a change in assets.

25/07 RISK MANAGEMENT/RISK ASSESSMENT

The Parish Council considered the schedule for risk assessment and management of the risks.

RESOLVED: It was proposed by Cllr Cope and seconded by Cllr Muxlow and agreed that the Risk Management/Risk Assessment schedule be approved.

25/08 APPOINTMENT TO OUTSIDE BODIES/COMMITTEES

25/08.01 Outside Bodies

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

RESOLVED: That Councillor G Foster be appointed to the Audlem Burial Board.

25/08.02 ChALC

The Parish Council was invited to re-appoint members to attend meetings of ChALC.

RESOLVED: It was agreed that Parish Councillors would attend these meetings as and when required.

25/09 REPORTS FROM LOCAL COMMUNITY GROUPS

Hankelow Amenities Group

The Council received an update from the Hankelow Amenities Group. It was reported that there will be no summer fete in 2026 due to insufficient volunteer capacity to support the organisation of the event. The Group is, however, planning to hold a Macmillan Coffee Morning later in the year.

It was further noted that the annual Carol Service at the White Lion is expected to take place again this year.

Warm Spaces Hub

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The Warm Spaces Hub has now been taken over by ADCA. Volunteers supporting the Hub are now required to hold a DBS check. Sessions continue to run on Fridays from 2.00pm to 4.00pm.

25/10 CALENDAR OF MEETINGS – 2026-27

RESOLVED: It was proposed by Cllr Cope and seconded by Cllr Jones that the calendar of meetings for 2026-27 be approved.

PART 2 – ORDINARY PARISH COUNCIL BUSINESS

25/11 PUBLIC QUESTION TIME

In accordance with the Parish Council's Standing Order No. 1, members of the public are able to ask a question or to make a statement.

There were no members of the public in attendance.

25/12 MATTERS ARISING

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

25/13 FINANCIAL MATTERS

25/13.01 Authorisation of Payments

RESOLVED: The following payments were authorised:

Payment to	Details	Cheque No.	Amount
ChALC	Annual Subscription Renewal	685	£120.00
TP Jones & Co LLP	Payroll Services	686	£79.20
Abbi Miller	Clerk Salary	683	£345.72
HMRC	Clerk Contributions	684	£86.40
SC Weaver	Internal Audit	687	£60.00
The Feed Store	Duck Food	688	£250.00

The Council approved expenditure for three signs and the necessary post clips for the Community Speed Watch Scheme. It was noted that clarification is required as to whether six post clips, rather than four, will be needed to mount the signs.

ACTION: Clerk to confirm with Scheme members.

25/13.02 TO DISCUSS CIL MONIES

The Council received an update on the project to install additional Speed Indication Devices in the parish. A representative from Cheshire East Highways had visited the village to review the

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proposed locations. He advised that the Council would need to install two new posts at a cost of £100 each, and that Cheshire East would be required to undertake surveys and traffic management at an estimated cost of £5,500. He undertook to confirm this but no further update has been received.

The Council agreed that the devices could instead be mounted on existing village speed-limit posts, avoiding the need for new installations.

Members discussed whether the devices should include data-recording capability, noting that if data were collected, responsibility for reviewing it would need to be agreed—potentially by members of the Community Speed Watch Scheme. To balance functionality and cost, the Council discussed purchasing one data-recording SID and one non-recording SID, to be installed at each end of the main road through the village, alongside the existing device on Longhill Lane.

Indicative costs were noted as:

- £2,500 for a data-recording SID
- £1,000 for a non-recording SID
- £200 for two posts (if required)

The Council approved expenditure up to £4,000 for the purchase of the new devices. It was also approved that Cllr Jones purchase a replacement battery for the existing SID.

ACTION: Cllr Cope to obtain three quotations.

25/14 PLANNING MATTERS

There were no new Planning Applications.

It was noted that few planning applications for the Parish exist on the Planning Portal.

ACTION: Clerk to enquire with Cheshire East Planning

25/15 VILLAGE GREEN SUB-COMMITTEE ACTIVITIES

The Village Green Sub-Committee reported that pond enforcement remains a future project to be progressed in due course.

It was noted that Mr Ken Drake has purchased pavement scrapers for use in the Village. The Parish Council agreed to reimburse the cost, and asked that an invoice be presented to the Council for payment.

25/19 REPORT FROM THE CHESHIRE EAST WARD COUNCILLOR

Cllr Rachel Bailey was unable to attend but provided an update on the Baddington Bridge repairs, stating that this will likely take 9 months.

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25/19 MEMBERS REPORTS TO COUNCIL

Cllr Muxlow reported that a signpost on Longhill Lane has been damaged, apparently during recent hedge-cutting works. Cllr Jones agreed to inspect the site.

Cllr Muxlow also raised concerns regarding high cow parsley growth on Longhill Lane, which is affecting drivers' visibility. The Council advised that this should be reported via the Cheshire East "Report It" (TRACE) system.

Cllr Cope raised that the Deed of Easement with the White Lion Public House remains outstanding. The Parish Council confirmed that it is open to further discussion with the pub's management in order to resolve the matter, noting that any agreement will need to be based on standard legal documentation.

25/20 DATE OF NEXT MEETING

Date of next Parish Council Meeting is Monday 6th July 2026.
Hankelow Chapel, 11 Old School Lane, Hankelow, CW3 0JN

The meeting closed at 21:22 pm

.....Chair
