

WETTENHALL & CHOLMONDESTON PARISH COUNCIL

Clerk to the Parish Council: Position Vacant

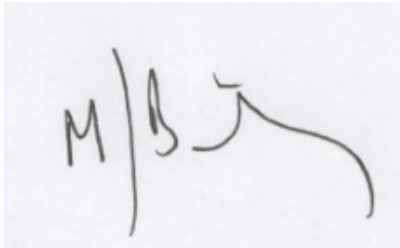
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Dear Councillors

You are hereby summoned to attend the Annual Meeting of the Parish Council, to be held on **Wednesday 16th September 2020** at 7:30pm at St. David's Church, Long Lane, Wettenhall CW7 4DN.

All Members of the public and press are welcome to attend.

Please note that this meeting will take place according to guidelines provided by government in relation to the ongoing COVID-19 pandemic.

A handwritten signature in black ink, appearing to read 'M/B' followed by a stylized flourish.

Locum Clerk: Mark Bailey
Date: 10th September 2020

AGENDA

- **Part 1** of the agenda represents the business of the annual meeting of the Parish Council
- **Part 2** represents ordinary business of the Parish Council

PART 1 – ANNUAL MEETING BUSINESS

1 ELECTION OF CHAIR

The Parish Council is to elect a Chair to serve until the next Annual Meeting. The current Chairman (if present) will call for nominations. If the current Chairman is not present, the current Vice-Chairman will call for nominations.

2 ELECTION OF VICE-CHAIR

The Parish Council is to elect a Vice-Chair to serve until the next Annual Meeting. The newly elected Chair will call for nominations.

3 APOLOGIES FOR ABSENCE

Apologies for absence should be notified to the Clerk before 6.00 pm on the day of the meeting, if possible.

4 DECLARATIONS OF INTEREST

Members to declare any disclosable pecuniary interest or non-pecuniary interest which they have 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.

If declarations are not made at this point in the proceedings, they should be made as soon as the Member becomes aware of an interest.

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 circumstances of the matter in hand.

5 MINUTES – 26th AUGUST 2020

To approve, as a correct record, the Minutes of the meeting held on 26th August 2020.

6 MATTERS ARISING

To raise any matters from the above minutes.

7 STANDING ORDERS

The Parish Council is asked to approve the Council's Standing Orders for 2020/21 (attached).

8 CODE OF CONDUCT

Members are asked to adopt the attached Cheshire East Code of Conduct

for the Parish Council.

9 FINANCIAL MATTERS

Members are asked to consider the following matters: -

9.1 Appointment of Responsible Financial Officer

To consider the appointment of the RFO.

9.2 Appointment of Internal Auditor

To consider the appointment of the Parish Council's Internal Auditor.

9.3 Payments for Authorisation

Members are asked to authorise the following items for payment

Sandie McBennett	£600.00 (Clerk's Payment)
HMRC	£150.00 (Tax on Clerk's Payment)
Experior Systems	£150.00 (Internal Audit)
Sandie McBennett	£20.00 (Expenses Payment)
Mark Bailey	146.01 (Room Booking)
ChALC	£121.68 (Membership)

9.4 Ledger (1.4.20-30.6.20)

Members are asked to note the ledger for the period 1.4.20-30.6.20

10 DATES OF MEETINGS

To agree a list of dates of meetings up to the next Annual Meeting of the Parish Council.

PART 2 – ORDINARY MEETING BUSINESS

11 PUBLIC FORUM

Members of the public are invited to ask questions or address Members on any matter of Parish Council business.

12 BOROUGH COUNCILLORS REPORT

Cheshire East Councillor Sarah Pochin to update the meeting on issues affecting Cheshire East Council.

13 HIGHWAY MATTERS/SPEED WATCH

Members to consider the following matters relating to highways and road safety.

- Replacement of missing boundary sign on Long Lane
- Speed limits in the parish – purchase of a Speed Indication Device
- Flooding in the parish
- Development of Speedwatch in the parish
- State of roads in the parish
- HGVs using roads in the parish

14 PLANNING MATTERS

Members to consider the following matters relating to planning in the parish.

- Planning/Planning Enforcement Policy for the parish
- Local Businesses – potential breach of planning agreement

15 COMMUNICATION/SHARED INFORMATION

Members to consider the following matters.

- Village green fundraising for fencing/furniture
- Purchase of parish council noticeboard
- Travellers in the parish
- Complaints policy for the Parish Council
- Review of Parish Council website
- Dealing with litter in the parish

16 DATE OF NEXT MEETING

To agree the date, time, and venue of the next Parish Council meeting.

17 EXCLUSION OF PRESS AND PUBLIC

Due to their confidential nature, Members may decide to exclude the press and public from the meeting during consideration of the following matters in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960. Reports relating to these items have been withheld from public circulation and deposit.

18 RECRUITMENT OF PARISH CLERK

Members to consider the recruitment of a new Clerk for the Parish Council.