

Wybunbury Parish Council

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7th October 2024

To the Members of Wybunbury Parish Council

Dear Councillor

You are hereby summoned to attend the **ORDINARY MEETING** of the **Wybunbury Parish Council** to be held on **Monday, 14th October 2024 at 7.30pm at Wybunbury Village Hall**, when the undermentioned business is to be transacted.

Yours faithfully

M Clough

Mrs M Clough
Parish Clerk and Responsible Financial Officer

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence from Members of the Parish Council

2. DECLARATIONS OF INTEREST

To receive any declarations of interest from Members of the Parish Council.

Members are reminded of their individual responsibilities in declaring interests. If an interest is declared, then to reduce the possibility of uncertainty, the Chair will ask the Member to not take part in any discussions or voting relating to that particular item, and s/he must not remain in the room, unless the Parish Council has agreed to grant a dispensation, to enable the Member to remain in the room. If an interest (either directly or indirectly) is not declared, Members are reminded of the details contained within the Councillor Code of Conduct.

3. MINUTES

The Minutes of the proceedings of the Meeting of the Parish Council held on 9th September 2024 to be approved as a correct record and signed by the Chair of the Parish Council (or other person presiding). (Minutes circulated)

4. PUBLIC FORUM

To enable Members of the Public the opportunity to raise any matters of interest with the Parish Council. Members of the Parish Council can raise questions on behalf of Members of the Public but must supply contact details of the person they are representing, so that the Parish Council can reply direct to the resident.

5. FINANCE AND BUDGET 2024-2025

To consider a report of the Parish Clerk and Responsible Financial Officer. (Report circulated).
Members to note that the balance available in the bank at **30th September 2024 is £102,311.05.**

6. EXTERNAL AUDIT 2023-2024

Members to receive the following documents (Documents circulated):-

- (i) Report of the External Auditor;
- (ii) Notice of Conclusion of Audit – Year ending 31 March 2024;
- (iii) Externally Audited AGAR Section 1 – Governance Statement 2023-2024
- (iv) Externally Audited AGAR Section 2 – Accounting Statement 2023-2024

7. BOROUGH COUNCILLOR'S REPORT

To receive the monthly update report from Councillor Clowes on matters relating to the Parish.

8. PLANNING MATTERS

Councillor Clark to update on the latest planning matters including:-

- **New Planning Applications**

- (i) Application No: 24/3440N
Proposal: Proposed new Bedroom and Specialist Bathroom extension to the rear elevation.
Location: 54, STOCK LANE, WYBUNBURY, CHESHIRE, CW5 7EX
- (ii) Application No: 24/3507N
Proposal: Proposed first floor side/rear extension with pitched roof to provide a fifth bedroom and ensuite above existing ground floor garage area.
Location: 38, HOWBECK CRESCENT, WYBUNBURY, CW5 7NX

- **Comments Submitted**

Members to note that comments of the Parish Council were submitted to Cheshire East Planning on the following applications:-

- (iii) 24/3050N - 51 , Moorlands Drive, Wybunbury, Cheshire East. CW5 7PA
- (iv) 24/2641N - 1, Valebrook Drive, Wybunbury. CW5 7LT
- (v) 24/2904N - 37-39, Main Road, Wybunbury. CW5 7LY

9. SALLY CLARKE'S LANE PROJECT

Members of the Sally Clarkes Lane Working Group to report.

10. ASSET REGISTER 2024-2025

To approve the 2024-2025 Asset Register (Register Attached)

11. CHESHIRE POLICE REPORT

Councillor Howcroft to report on updates from Cheshire Police relating to Parish incidents.

12. HIGHWAYS REPORT

To receive a monthly update report from Councillor Thomas.

- (i) To consider the effect of the recent road traffic collision and damage caused to Parish Council property and to agree the way forward.

13. 2025-2026 PARISH PROJECTS

To consider any projects for 2025-2026, including:-

- (i) Bunting
- (ii) Bus Shelter
- (iii) Planters

14. PARISH COUNCILLOR REPORTS

To consider reports from Members of the Parish Council.

- (i) Christmas Celebrations – Councillor Guilliard to report.
- (ii) Planter Maintenance – to consider the maintenance of the Village planters. Councillor Cheshire to report.

15. DATE OF NEXT MEETING

To note that the next meeting of the Parish Council will be held on Monday, 11th November 2024 at 7.30 pm at Wybunbury Village Hall.

16. URGENT ITEMS

To consider any other items which the Chair of Council Business (or other person presiding) is of the opinion shall be considered as a matter of urgency.

17. EXEMPT BUSINESS

The Parish Council is asked to resolve that Members of the press and public be excluded from the meeting for the following items of business, as they contain exempt information under Section 100A(4) of the Local Government Act 1972 on the basis that they relate to negotiations regarding the Village Hall Lease.

18. ACCESS LICENCE FOR 49 MAIN ROAD, WYBUNBURY

Members to receive an update from the Chair.

19. VILLAGE HALL LEASE

The Clerk to update.