

# Wybunbury Parish Council

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3<sup>rd</sup> June 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, 10<sup>th</sup> June 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. PUBLIC FORUM

To enable Members of the Public the opportunity to raise any matters of interest with the Parish Council.

### 4. BOROUGH COUNCILLOR'S REPORT

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

### 5. CHESHIRE POLICE REPORT

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

### 6. MINUTES

The Minutes of the proceedings of the Meeting of the Parish Council held on 13<sup>th</sup> May 2024 to be approved as a correct record and signed by the Chair of the Parish Council (or other person presiding). (Minutes circulated)

### 7. APPOINTMENT TO COMMITTEES/OUTSIDE BODIES/RESPONSIBILITIES

To consider the appointment of Councillors to the following internal and external Committees/Groups and to consider individual Member responsibilities (some groups may no longer be in existence):-

- **Internal and External Committees/Working Groups**

Wybunbury Village Hall Committee

Wybunbury Village Hall Lease Working Group – (Members of the Parish Council)

Wybunbury Parish Council Estate Trustee  
Sally Clarke's Lane Working Group  
Internal Controls Committee – (4 Members of the Parish Council)  
Tower Trust Committee  
Cemetery Maintenance Group  
Shavington Triangle Allotments  
Wybunbury PC Estate Trustee  
United Charities Committee

- **Wybunbury Parish Council Lead Councillor Responsibilities**

Planning Lead  
Parish Planting Lead  
Environmental Lead  
Highways Lead  
Events Lead  
Police Liaison

## **8. WYBUNBURY VILLAGE HALL RENT REVIEW**

In the absence of Councillor Buckingham, Members to note that consideration of this matter will be deferred to the next meeting of the Parish Council to be held on Monday, 8<sup>th</sup> July 2024..

## **9. WYBUNBURY VILLAGE HALL BROADBAND**

### **(i) Non participation in case of disclosable pecuniary interest**

In relation to the Code of Conduct, Members will be asked to consider the granting of a dispensation to Councillor Ellison-Jones, to remain as Chair of the Meeting for this item, but that he should not participate in any discussion or vote thereon.

### **(ii) Village Hall Broadband**

To consider the next steps, if the Parish Council's attempts to arrange the installation of broadband facilities at the Village Hall with BT, remain unresolved at the time of the meeting.

## **10. CHESHIRE COMMUNITY ACTION**

Further to Minute 10 of the Extraordinary Meeting of the Parish Council held on 13<sup>th</sup> May 2024, the Parish Council to consider joining Cheshire Community Action.

## **11. FINANCE AND BUDGET 2024-2025**

To consider a report of the Parish Clerk and Responsible Financial Officer. (Report circulated).

- **Unity Trust Bank Statement – May 2024**

Members to note that at the time of compiling and publishing the Agenda, the May 2024 bank statement was not available. This will be circulated separately, when available.

## **12. UNITY TRUST BANK**

- (i) To approve the Chair of the Parish Council, Councillor Ellison-Jones as a signatory on the account;
- (ii) To approve the opening of a savings account with Unity Trust Bank, and the existing signatories to sign the relevant forms. (Forms to be circulated at the meeting)

## **13. ROYAL BANK OF SCOTLAND**

Members to note that this bank account is now closed, and the balance of £38,888.86 has been transferred to the Unity Trust Bank.

## **14. REQUEST FOR FUNDING**

Councillor Denby to report on a request for a contribution of £50.00 from the Parish Council from residents of Howbeck Crescent and Valebrook Drive to replace the prunus tree which had stood on the grass area at the entrance of Valebrook Drive for over 30 years. The tree had fallen down in the high winds and rain during April.

**15. LENGTHSMAN DUTIES**

To consider an increase in price from £100 to £120 per litter pick by the existing Lenthsmen.

**16. SALLY CLARKE'S LANE PROJECT**

To receive the monthly update report from the Sally Clarke's Lane Working Group.

**17. COMMUNITY INFRASTRUCTURE LEVY MONIES**

Members to note that the second instalment of £19,943.79 has been received for planning application 21/4136N. This concludes the payments due for planning application 21/4136N. The total sum received is £39,887.58. This funding has been allocated a budget heading which is Earmarked.

Members to formally agree the scheme of works on which this funding will be spent.

**18. TRAINING**

To consider training requests from Members of the Parish Council.

**19. PLANNING MATTERS**

Councillor Clark to update on the latest planning matters.

**20. HIGHWAYS REPORT**

To receive a monthly update report from Councillor Thomas.

**21. PARISH COUNCILLOR REPORTS**

To consider reports from Members of the Parish Council.

**22. DATE OF NEXT MEETING**

To note that the next meeting of the Parish Council will be held on Monday, 8th July 2024 at 7.30 pm at Wybunbury Village Hall.

**23. 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.