

Wybunbury Parish Council

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6th January 2025

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, 13th January 2025 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 Extraordinary Meeting of the Parish Council held on the 2nd December 2024 and the Minutes of the proceedings of the Ordinary Meeting of the Parish Council held on 9th December 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. BOROUGH COUNCILLOR'S REPORT

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

6. SALLY CLARKE'S LANE PROJECT

Members to note that the Parish Council has formally withdrawn from the FCC Project. The Sally Clarkes Lane Working Group to report on any further updates.

7. PLANNING MATTERS

Councillors Clark and Clowes to update on the latest planning matters.

8. 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 **31st December 2024 was £106,468.48**

9. PROPOSED PROJECTS 2025-2026

To consider costings and a business plan for the following proposed projects for 2025-2026:-

- (i) Bus Shelter – Councillor Pike to report;
- (ii) Planters – Councillor Cheshire to report;
- (iii) Bunting – The Chair to report

10. BUDGET AND PRECEPT 2025-2026

Report of the Clerk and Responsible Financial Officer circulated.

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;

13. PARISH COUNCILLOR REPORTS

To consider reports from Members of the Parish Council.

14. WYBUNBURY VILLAGE HALL LEASE

- (i) The Clerk to update on recent correspondence exchanged regarding the payment of the Village Hall insurance.
- (ii) Further to the last meeting of the Parish Council at which the following matters (listed below) were approved between the Parish Council and the Management Committee of the Wybunbury Village Hall Fund (following email correspondence and the subsequent meeting of the Parish Council), the Parish Council to now approve the Legal Addendum to the Lease (circulated with this Agenda), which will be signed by the Parish Council (in accordance with its Standing Orders) and the Trustees of the Wybunbury Village Hall Fund, to formalise the following matters:-
 - **Rent**
The yearly rent under Clause 2 shall be a peppercorn.
 - **Improvements to the Village Hall**
The Lessees must meet their obligation in Clause 3(iii) of the Lease.
 - **Buildings Insurance**
The Lessees must meet their obligation in Clause 3(iv) of the Lease, to insure the demised premises in the joint names of the Council and the Lessees.
 - **VAT**
The Committee of Management of the Wybunbury Village Hall Fund charity are responsible for the payment of VAT charged on purchases made by them on behalf of the charity.
 - **Wi-Fi**
The Council is responsible for paying for the provision of Wi-Fi services in Wybunbury Village Hall.
 - **Council use of Wybunbury Village Hall**
The Council is entitled to hold a maximum of eighteen meetings per year at the Village Hall without charge.

- **Access Licence** (This is an existing Term, but the Parish Council wished to reinforce)
The Council is to be responsible for matters relating to the issuing of an Annual Access Licence for 49 Main Road, Wybunbury.

15. DATE OF NEXT MEETING

To note that the next meeting of the Parish Council will be held on Monday, 10th February 2025 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 item of business, as they contain exempt information under Section 100A(4) of the Local Government Act 1972.

18. PARISH COUNCIL INSURANCE POLICY

Further to the last meeting, Members to note that the current Insurance Policy has been sourced via an Insurance Broker, and that the details of an alternative recommended Insurance Broker have not yet been received.

19. ACCESS LICENCE FOR 49 MAIN ROAD, WYBUNBURY

Members to receive an update from the Clerk.