

Wybunbury Parish Council

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5th August 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, 12th August 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 8th July 2024 to be approved as a correct record and signed by the Chair of the Parish Council (or other person presiding). (Minutes circulated)

4. WYBUNBURY VILLAGE HALL RENT REVIEW

Members to note that Minutes of the last Meeting of the Parish Council, containing the Resolutions and Recommendations made on Wybunbury Village Hall Rent Review (Minute 12 refers) have been sent to the Village Hall Management Committee. An acknowledgement has been received from the Chair who confirms that the Management Committee will now consider the matter and a response will be provided as soon as possible.

5. 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.

6. 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 July 2024 is £85,758.80.

7. FOOD BANK

To consider a request to donate annually to the local area Food Bank. A suggested annual donation for 2024-2025, which equates to the use of the food bank by residents of Wybunbury is £50.00.

If Members approve this request, Members might wish to consider introducing a new Budget Head.

8. BOROUGH COUNCILLOR'S REPORT

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

9. SALLY CLARKE'S LANE PROJECT

To receive an update from the Sally Clarkes Lane Working Group.

In order to enable Members to have a thorough understanding of the works taking place and the costings involved on a monthly basis, it is recommended that the Parish Council asks for monthly written reports to be circulated with this Agenda, detailing proposals for the forthcoming month, so that informed decisions can be made at each meeting, to avoid any delays.

10. ASSET REGISTER REVIEW

Councillor Ellison-Jones to report.

11. ADVERTISING POSTERS

Councillor Guilliard to report.

12. CHESHIRE POLICE REPORT

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

13. WYBUNBURY PARISH COUNCIL GOVERNANCE

To approve the following Governance document:-

- Code of Conduct

14. PLANNING MATTERS

Councillor Clark to update on the latest planning matters.

15. HIGHWAYS REPORT

To receive a monthly update report from Councillor Thomas.

Members are asked to authorise the purchase of a new battery for the mobile SIM to a maximum of £75.00. In authorising this purchase, Members might wish to consider introducing a new Budget Head for such purchases.

16. PARISH COUNCILLOR REPORTS

To consider reports from Members of the Parish Council.

17. DATE OF NEXT MEETING

To note that the next meeting of the Parish Council will be held on Monday, 9th September 2024 at 7.30 pm at Wybunbury Village Hall.

18. 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.