

Penketh Parish Council

Council Office, Penketh Pool and Community Centre, Honiton Way, Penketh, Warrington WA5 2EY
Miss Jo Locke, Clerk to the Council. Mrs V. Wearing Temporary RFO.
Tel 01925 724 515
clerk@penkethparishcouncil.org.uk



FULL COUNCIL MEETING

Notice of Meeting and Summons to attend

Monday 12th June 2023 at 19:30 in

Penketh Pool and Community Centre Committee Room, Penketh WA5 2EY

Members of the press & public are welcome; the meeting may be recorded.

Council Members; Cllrs Farrell, Fellows, Fox, Harkin, Haywood, L Jones, S Jones, Layfield, Lenihan, Peters & Potts

Chairman: Cllr Geoff Fellows

Vice Chairman: Cllr Andrea Haywood

PART ONE

1. Present:

2. Apologies for absence: Cllr Peters

3. Declarations of Interest

3.1 Code of Conduct – Declaration of Interests

Members are reminded of their responsibility to declare any personal or prejudicial interest that they may have in any item of business on the agenda no later than when the item is reached.

3.2 Localism Act 2011 – Dispensations

Members are reminded of their responsibility to make a request for a dispensation to speak on any matter for which they have declared an interest.

4. Community Policing Report

4.1 Issues raised by members of the public solely for the attention of the attending representative. This item must not exceed 10 minutes.

5. To Sign as a correct record the AGM minutes of the last meeting held on Monday 15th May 2023.

6. Matters arising from the minutes

7. Motions for discussion

7.1. Approval of the revised Terms of Reference for committees

This council approves the terms of reference document for administering its committees for the financial year 2023/34.

Proposed: Cllr G Fellows

Seconded: Cllr A Haywood

7.2. Approval of 22/23 internal audit report follow up comments.

This council approves the last internal audit report, published on the parish council website on the 10th March 2023.

Proposed: Cllr G Fellows

Seconded: Cllr A Haywood

8. Committee reports & Recommendations – Verbal report

9. Chairmans Report – Verbal report

10. Clerks report – Verbal report

- 11. Correspondence** – (Document to be available at the meeting and will consist of relevant matter only)
- 12. Report from Parish surgery** – Verbal report from Cllr Fellows. Next surgery to be completed by Cllr K Farrell on the 1st July 2023, Penketh Library at 10:30
- 13. Planning** -
- 14. Finance** – (Documents enclosed)
- 14.1 Authorisation of May ad hoc/regular spend for – (Documents enclosed)
- 14.3 Applications for Financial assistance – In accordance with Section 137 of the Local Government Act 1972 which enables local councils to spend a limited amount of money for purposes for which they have no other specific statutory power for the direct benefit of its area, or part of its area, or all or some of its inhabitants.
- 15. Date of next meeting to be proposed as Monday 10th July 2023 at 19:30 at Penketh Parish Pool & Community Centre Committee Meeting Room.**
- 16. Public question time**
Due to the large agenda the public will be limited to no more than 2 questions in which responses may be offered via email/written correspondence if the agenda item exceeds 10 minutes.
- 17. Matters for further discussion** Councillors are reminded of the option to present detail prior to the opening of the agenda item to encourage an efficient meeting which consists only of relevant matter.

PART TWO

Pursuant to section 1(2) of the Public Bodies (Administration of Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of;

18. Cleaning Contract.

Update from Business management committee on delayed start to cleaning contract and matters for review.

MEETING CLOSE

Clerk to the Council *Miss Jo Locke*

**Cllrs are kindly requested to raise questions with content of the agenda prior to the meeting and to notify of unavoidable absence to the clerk no later than 17:00 on the day of the meeting where possible.*

***Questions from the public may be emailed to the Council clerk no later than 17:00 on the day of the meeting to be read or taken as read for a response to be prepared for reply in the meeting under correspondence. At the discretion of the Chairman replies may be returned via email only depending upon the nature and content.*