

Penketh Parish Council

Council Office, Penketh Pool and Community Centre, Honiton Way, Penketh, Warrington WA5 2EY
Miss J Locke, Clerk to the Council. Mrs V. Wearing Temporary RFO.
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EXTRAORDINARY FULL COUNCIL MEETING

Notice of Meeting and Summons to attend

Tuesday 12th September 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**

PART ONE

1. Present.

2. Apologies for absence

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. AGAR APPROVAL (Annual Governance and Accountability Return)

4.1 to approve sections 1 and 2 of the annual governance and accountability return (AGAR) and to set the date for the for the public viewing of the accounts.

5. Date of next meeting was confirmed at the previous Parish council meeting which is expected to be the Monday 9th October 2023 at Penketh Parish Pool & Community Centre Committee Meeting Room.

6. Public question time

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.

7. 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;

N/A

MEETING CLOSE

Clerk to the Council *Miss J Locke 07/09/23*

**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.*