

Penketh Parish Council

Council Office, Penketh Pool and Community Centre, Honiton Way, Penketh, Warrington WA5 2EY
Cllr M. Potts, Acting Clerk to the Council. Mrs V. Wearing RFO.
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FULL COUNCIL ANNUAL MEETING **Notice of Meeting and Summons to attend**

To: Council Members; Cllrs Booth, Dodd, Eriobuna, Fellows, Haywood, Peters, Potts, Rowley & Trainor

Dear Councillor,

You are hereby summoned on 12th May 2025 to attend the AGM of Penketh Parish Council which is to be held on **Monday 12th May 2025 at 19:00**

The meeting will be held in **Penketh Pool and Community Centre Committee Room, Penketh WA5 2EY**

Members of the press & public are welcome; the meeting may be recorded in accordance with the openness of Local Government Bodies Regulations Act 2014.

Note to Councillors:

If you are unable to attend the meeting, please notify the clerk of your apologies

Note to Public:

Residents of the Parish wishing to address the council are advised to notify the clerk before 5pm on the day of the meeting. Permission to speak at the meeting will be at the discretion of the Chairman. If representation made is considered outside the remit of Penketh Parish Council, residents will be referred to the principal authority or other appropriate body.

AGENDA

Chairman: Cllr Geoff Fellows

PART ONE

1. **Chairman** – to duly elect a chairman for the Civic Year 2025-2026
2. **Vice Chairman** – to duly elect a Vice Chairmna for the Civic Year 2025-2026
3. **Apologies** – To receive apologies for absense and consider and reasons for acceptance
(Local Government Act 1972, Section 85)
4. **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.

5. **To Sign as a correct record the minutes of the meeting held on**
Monday 14th April, 2025
(Local Government Act 1972, Section 111)

6. **Matters arising from the minutes**

7. Appointments, Co-Options & Vacancies

To note that an uncontested return of nominations for election for the recent posted vacancies in the East and West wards of the Parish allows the welcoming of Joe Dodd to join the Parish Council. The remaining vacant seats petitioned to call for an election were returned with no candidates to stand and these seats are now co-opted positions which will be advertised on the Parish Council website to look for suitable persons.

8. Finance – (Documents enclosed)

8.1 Authorisation of accounts for payment/approval – (Deferred due to year end close)

8.2 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. (One application to be circulated)

9. Motions from Councillors – None received

10. Committee reports & Recommendations – Verbal report

11. Chairmans Report – Verbal report

12. Clerks report – Verbal report

13. Correspondence – (Document enclosed)

14. Report from Parish surgery – Verbal report

15. Planning – (Documents enclosed)

16. Date of next Full Meeting & Annual Meeting of the Council

Proposed to be Monday 9th June 2025 at 19:00 in the Committee Meeting room.

17. 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.

MEETING CLOSE

Acting Clerk to the Council *Ellie M. Potts (08/05/2025)*

**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 in order 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.*