

Penketh Parish Council

Council Office, Penketh Pool and Community Centre, Honiton Way, Penketh, Warrington WA5 2EY
Clerk to the Council. Mr Stephen McGlynn.
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FULL COUNCIL MEETING **Notice of Meeting and Summons to attend**

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

Dear Councillor,

You are hereby summoned on 3rd September 2025 to attend the Full Council Meeting of Penketh Parish Council which is to be held on **Monday 8th September 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. 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. To Sign as a correct record the minutes of the meetings held on**
Monday 14th July 2025 and Thursday 21st August 2025
- 5. Matters arising from the minutes**

6. Appointments, Co-Options & Vacancies

7. Finance: See Clerks Report

8. Motions from Councillors:

9. Committee reports & Recommendations – Verbal report

10. Chairmans Report – Verbal report

11. Clerks report – Written report

12. Correspondence None

13. Report from Parish surgery – Verbal report

14. Planning

15. Date of next meeting

Proposed to be **Monday 13th October 2025 at 19:00** in the 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;

MEETING CLOSE

Clerk to the Council *Steve McGlynn (02/09/2025)*

**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.*