



Penketh Parish Council

Council Office, Penketh Pool and Community Centre, Honiton Way, Penketh, Warrington WA5 2EY
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Parish Council Meeting

Agenda

Extraordinary Meeting to be held at 7.30pm on Wednesday 22nd September 2021

At the Pool & Community Centre Committee Room

PART 1

Opening

- 1 In attendance**
- 2 To receive member's apologies for unavoidable absence**
- 3 3.1 Code of Conduct – Declaration of Interests
3.2 Localism Act 2011 – Dispensations**
- 4 To approve the Minutes of the previous meeting**
- 5 Matters arising from the minutes**
- 6 Adoption of the Councillor Co-option Policy**
Cllrs to Propose and vote of the Co-Option Policy to be implemented by Penketh Parish Council to guide us through the process, reassure the public that any future co-options will be in an open, transparent and fair way and to publish on the council's website.
- 7 Small Grants Form**
Cllrs to Propose and vote on the adoption of the Small Grants from following recommendation from the People and Scrutiny Committee to implement the form following trial submissions from local Community groups. This is to vote on the Grant form itself and the supporting guidance notes only. Separate budget considerations to be picked up by the Finance Committee (*The last Budget made provisions for £2000 for grant funding for the financial year in total*)
- 8 Finance**
 - 8.1 To approve Accounts for Payment for September 2021**
 - 8.2 Summary accounts to date for 2021/2022**
 - 8.3 Income and Expenditure Report** - Cllrs to receive the detailed income and expenditure reports for August 2021.
 - 8.4 Bank Reconciliations** - Cllrs to receive the Bank Reconciliations for August 2021

8.5 Christmas Tree – Cllr Lez Fox to report on Alternative options explored for Christmas Tree, Tree prices from previous supplier circulated with councillors. **Deadline is 24th September 2021 (Friday)**

8.6 Cashless Payment - Cllrs to consider moving to cashless payment method for all hall bookings – Discuss the idea of setting a date to allow time for Service users to adapt to the new process where required.

9 To confirm date and venue of next meeting

Close

Public Forum

Questions sent in advance:

Part 2

10 HR spend approval.

Cllrs to discuss and confirm the use for Peninsula HR services for Confidential staffing matters for the Pool and Community Centre – Details forwarded to all councillors, members to decide of spending limits and approval of a transaction free for services provided.

Tina Rogers-Smith, Clerk & RFO to Penketh Parish Council