



Penketh Parish Council

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Parish Council Meeting

MINUTES

Of the Extraordinary Meeting held at 7.30pm on Wednesday 22nd September 2021

At the Pool & Community Centre Committee Room

PART 1

Opened 7.33pm

31 In attendance

Vice-Chairman M Potts

Councillors G Fellowes, A Heaven, L Beddows, L Fox, L Jones,
C Lenihan [joined later after a WBC meeting]

Clerk T Rogers-Smith

Public 2

32 To receive member's apologies for unavoidable absence

Councillors Solan-Cooper, S Jones, K Layfield

33 3.1 Code of Conduct – Declaration of Interests

Members are reminded of their responsibility to declare any personal interest or prejudicial interest which they have in any item of business on the agenda as soon as they become aware of that interest.

None

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

None

34 To approve the Minutes of the previous meeting

Minutes for August and September will be approved at the October meeting.

Draft Minutes for August will be on the website from Friday.

35 Matters arising from the minutes na

36 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.

Forms will be issued from Monday 27th September.

Proposed by Cllr Potts Seconded by Cllr Fellows Agreed by All

- 37 **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*)

Proposed by Cllr Jones Seconded by Cllr Potts Agreed by All

- 38 **Finance 8.1 to 8.4 inclusive deferred to part 2**
8.1 To approve Accounts for Payment for September 2021
38.2 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 Fox has engaged with local businesses and has agreed a Christmas Tree donation from a local business. She has also achieved a loan of safety fencing to be used around the tree. Cllr Fox was thanked for her time in ensuring the PC have a tree, whilst saving the PC money.
8.6 Cashless Payment – Councillors agree to move towards cashless payment methods for all hall bookings. No deadline date has been agreed yet. The Clerk reported that all group users now pay direct to the bank and those with smaller bookings, eg badminton, are considering this. Party bookings etc are only given the option to pay direct to the bank. There is a need to consider the technology being used onsite, as the current method is costly. Councillors to look at alternatives.
- 9 **To confirm date and venue of next meeting as**
Monday 11th October 2021 at 7.30pm in the Pool & Community Hall Meeting Room

Public Forum none