



Appleton Parish Council

Appleton Parish Hall, Dudlow Green Road, Appleton, WA4 5EQ

Telephone 01925 268153 Email clerk@appletonparish.gov.uk

To:- Members of the Parish Council & Ladies and Gentlemen

You are summoned to the Parish Council meeting of Appleton Parish Council to be held at Appleton Parish Hall, Dudlow Green Road Appleton WA4 5EQ on **Tuesday 18th February 2025** at 7pm for the purposes of transacting the business set out in the agenda below.

Yours sincerely

A handwritten signature in cursive script, appearing to read 'James Monks'.

Mrs. J Monks, Clerk to Appleton Parish Council, date of issue 12th February 2025.

If you have any general enquiries regarding the above meeting, please contact Mrs. J Monks, Clerk on telephone 01925 268153 or email clerk@appletonparish.gov.uk.

Agenda

1. Welcome and apologies for absence

To welcome members to the meeting and to receive apologies for absence and to approve reasons, if given.

2. Members Code of Conduct

Members are reminded of their responsibility to declare any disclosable pecuniary or non-pecuniary interest which they have in any item of business on the agenda no later than when the item is reached. Declarations are a personal matter for each Member to decide and the decision to declare, or not, is the responsibility of the Member based on the circumstances. Dispensations on any declarations of pecuniary interest made either before or during the meeting to be then considered by the Parish Council and any dispensations documented accordingly.

3. Public Participation

In accordance with the Standing Orders; the meeting shall be adjourned for a maximum of 30 minutes for Public Participation. Speeches will not last for more than 3 minutes. No elector will be allowed to speak more than once on any one subject except by invitation by the chairman.

4. Presentation from Broomfields Youth Project

To receive a presentation from Broomfields Youth Project.

5. Minutes of last Parish Council meeting

To approve the minutes on the Parish Council's monthly meeting on Tuesday 21st January 2025.

6. Minutes of Finance and General Purposes committee meeting and to consider approving the recommendations

To approve the minutes of the Finance and General Purposes committee meeting on Thursday 6th February 2025.

To approve the following recommendations further to the Finance and General Purposes Committee on Thursday 6th February 2025;

- (a) The Parish Hall income and expenditure report and Hallmaster reports were to be approved by the Parish Council.
- (b) The review of income and expenditure for the period 1st April 2024 to 31st December 2024 were to be approved by the Parish Council.
- (c) A grant of £3,100 was awarded as a contribution towards funding a School and Community Youth Worker for Broomfields Youth Project for the financial year 2025/2026. The grant will have to be taken from the budget for 2025/2026 and paid in April 2025.
- (d) A grant of £1150.00 was awarded as a contribution towards funding Stockton Heath Festival for the financial year 2025/2026. The grant will have to be taken from the budget for 2025/2026 and paid in April 2025.

7. Planning

To approve the Planning Committee meeting minutes on Tuesday 21st January 2025 and Thursday 6th February 2025.

8. Accounts for 2024/2025 and Payments Schedules

To note the bank reconciliation at the 31st January 2025, to confirm the January 2025 statement of receipts and payments for the financial year 2024/2025 and to approve payment schedule for February 2025.

9. Payment schedules for March 2025

To confirm that there will be two bank payment schedules in March 2025 due to the Parish Council now having to submit income/expenditure accounts rather than receipts/payments. The banking schedules will be undertaken as normal on the Thursday after the Parish Council meeting, Thursday 20th March with an additional banking schedule on Thursday 27th March to ensure payments are in the correct financial year. Copies of the payment schedule for Thursday 20th March 2024 will be circulated in the agenda pack (in the usual way). The payment schedule for Thursday 27th March will be circulated by email. All payments will then be approved at the next Parish Council meeting.

10. Christmas tree lights at the Parish Hall

To discuss and to approve any action and expenditure.

11. Banking

- (a) To appoint an additional Parish Councillor for the Nationwide account.
- (b) To remove Mark Browne from the Mansfield Building Society and to replace with another Parish Councillor.

12. COVID-19 Day of Reflection

To discuss and to approve any action and expenditure.

13. Neighbourhood Plan

To discuss and to approve any action and expenditure.

14. PCSO agreement for 2025/2026

To approve the PCSO agreement for 2025/2026 and for this to be signed by the Chair, Councillor L Chapman on behalf of the Parish Council.

15. PCSO / Police report

To receive an update and report from the local PCSO.

16. Training

To consider and approve the expenditure of £40 for Councillor G Chapman to attend a Roles and Responsibilities training course on Thursday 13th February from Cheshire Association of Local Councils.

17. Parish Councillor reports and feedback from other meetings

Any Parish Councillor can provide a brief report to the Parish Council. This agenda item is a trial only with a time limit of ten minutes maximum for the whole agenda item. Decisions cannot be made under this agenda item, and it is for the purposes of updates only.

18. Dates and time of next meetings

Thursday 6th March 2025, 9.15am, 9.30am Planning Committee meeting.

Thursday 6th March 2025, 9.45am Finance and General Purposes Committee meeting.

Tuesday 18th March 2025, 6.30pm Planning Committee meeting.

Tuesday 18th March 2025, 7pm Parish Council meeting.