



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 March 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 J. Monks'.

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

Part One – This part of the meeting was open to the press and members of the public

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 of the Parish Council are required to declare any pecuniary interests they have for any item on the agenda, subject to rules regarding disclosure contained in the 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. Co-option of Parish Councillor

- (a) To consider the application received for the vacant posts of Parish Councillors and to consider co-option.
- (b) To consider readvertising the remaining vacant posts.

5. Minutes of last Parish Council meeting

To approve the minutes on the Parish Council's monthly meeting on Tuesday 18th February 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 March 2025.

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

- (a) A grant of £270 was given towards the Tuesday litter picking team with the amount to be taken out of the 2025/2026 grant budget.
- (b) A grant of £2,000 was given towards Lumb Brook Millennium Green Ltd with the amount to be taken out of the 2025/2026 grant budget.

7. Planning

To approve the Planning Committee meeting minutes on Tuesday 18th February 2025 and Thursday 6th March 2025.

8. Accounts for 2024/2025 and Payments Schedules

To note the bank reconciliation at the 28th of February 2025, to confirm the February statement of receipts and payments for the financial year 2024/2025 and to approve payment schedule for 20th March 2025. Additional payment schedule for 27th March to follow by email.

9. Overpayment of Hall hire fees

To consider the overpayment and to approve any action and expenditure.

10. Training

To discuss and to approve any action and expenditure for the following training;

- (a) For the clerk to attend a one-day training session to support members wellbeing at the cost of £20.00 in Nantwich on 22nd May 2024.
- (b) For the clerk and assistant clerk to attend the Society of Local Council Clerks meeting in Helsby on Thursday 20th March 2024. Please note that there is no charge for this.
- (c) For the clerk to attend a Carbon literacy training. Please note that there is no charge for this.

11. COVID-19 Day of Reflection

To discuss and to approve any action and expenditure.

12. South East Warrington Urban Extension (SEWUE) and Joint Parishes Group

To note and consider the current status of the Development Framework for the South East Warrington Urban Extension (SEWUE) and the actions of the Joint Parishes Working Group.

13. PCSO agreement for 2025/2026

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

14. PCSO / Police report

To receive an update and report from the local PCSO.

15. Parish Councillor reports and feedback from other meetings

Any Parish Councillor can provide a brief report to the Parish Council. This agenda item is for 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.

16. Dates and time of next meetings

Thursday 3rd April 2025, 9.15am Planning Committee meeting.

Tuesday 15th April 2025, 6.30pm Planning Committee meeting.

Tuesday 15th April 2025, 7pm Parish Council meeting.

Part Two – This contains confidential information and only Parish Councillors and the clerk are allowed to be present

17. Minutes of the employment working party meeting on Thursday 6th March 2025.

To approve the minutes of the employment working party meeting on Thursday 6th March 2025.

18. Staffing

To consider approving the recommendations of the employment working party as detailed in the employment working party minutes dated Thursday 6th March 2025 and to approve any action and expenditure.

19. Staffing issues

- (a) To consider and agree to earmark funding of up to £5000 to obtain appropriate professional advice and support for employment issues
- (b) To consider taking out annual membership of the Cheshire Association of Local Councils to obtain advice for the above, plus general legal, procedural and financial advisory services.