



WENDOVER PARISH COUNCIL

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AGENDA for ANNUAL PARISH COUNCIL MEETING

7th May 2019

St Anne's Hall 7:30pm

Membership: - Cllrs Ballantine (JB), Bulpett (SB) Clare (KC), Clayton (MC), Duggan (RD), Green (RG), Gregory (NG), Haywood (DH), Morgan (CM), Myers (AM), Walsh (TW) and Worth (SW).

To: All Members

YOU ARE HEREBY SUMMONED TO ATTEND THE ABOVE-MENTIONED MEETING, WHEN IT IS PROPOSED THAT THE BUSINESS TO BE TRANSACTED SHALL BE AS SET OUT BELOW

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND.

	Item of Business	Action/Lead
1.	ELECTION OF CHAIRMAN	
	To elect a Chairman for the coming year of the Parish Council and receive the Chairman's Declaration of Acceptance of Office.	Decision/ALL
2.	ELECTION OF VICE CHAIRMAN	
	To elect a Vice Chairman of the Parish Council.	Decision/ALL
3.	APOLOGIES FOR ABSENCE	
	To consider any apologies for absence received.	Decision/ALL
4.	DECLARATIONS OF INTEREST	
	In accordance with Sections 30(3) and 235(2) of the Localism Act 2011 and the Wendover Parish Council Code of Conduct Councillors will declare their interest in relation to this meeting. Councillors will also be asked to complete a Declaration of Interests Form for their term of office.	Note/ALL
5.	MINUTES	
	Consideration of approval of minutes of the meeting of 2 nd April 2019.	Decision/ALL
6.	PUBLIC PARTICIPATION	
	<i>A maximum of 3 minutes per speaker will be allowed.</i>	
7.	REPORTS FROM DISTRICT AND COUNTY COUNCILLORS	Note
8.	COMMITTEES	
i	To agree membership of each Committee.	Decision/ALL
ii	To agree terms of reference for each of the Council's Committees in 2019/20.	Decision/KS
9.	OUTSIDE BODIES	
i	To receive reports from outside bodies.	Note/All
ii	To agree WPC representatives on other organisations' Committees, panels or liaison groups.	Decision/ALL
10.	REVIEW OF SUBSCRIPTIONS AND MEMBERSHIPS	
	To consider the Council's subscriptions and memberships for 2019/20.	Decision/ALL
11.	CORRESPONDENCE	
	To consider items of correspondence listed (Appendix 1).	Decision/KS
12.	CLERKS REPORT	Note/All

13.	FINANCE COMMITTEE	
i	To note the provisional end of year I&E report and balance sheet.	Note/SB
ii	To consider the list of payments and sign cheques.	Decision/KS
iii	To consider continuing with direct debit payments and payment of salaries by fax order.	Decision/KS
iiii	To consider recommendations from the Finance Committee (Appendix 2).	Decision/ALL
14.	PLANNING COMMITTEE	
	To note draft minutes of the meetings of 2 nd & 16 th April 2019.	Note/RD
15.	AMENITIES COMMITTEE	
i	To note draft minutes of the meeting of 16 th April 2019.	Note/SW
ii	To consider recommendations from the Amenities Committee (Appendix 2).	Decision/ALL
16.	OTHER MATTERS	
a	HS2	
	To receive an update and any recommendations from the working group.	Decision/TW
b	Review and adoption of core documents	
i	To consider recommended alterations to Standing Orders.	Decision/KS
ii	To confirm core policies have been reviewed.	Decision/KS
c	Review of land and assets	
i	To receive an update on the asset register and an inventory of WPC property.	Note/KS
ii	To receive an update from the clerk about new asset software.	Note/KS
d	Review of arrangements for insurance	
	To confirm the Council has insurance cover in respect of all risks.	Decision/KS
e	APM	
i	Consideration of approval of minutes of the meetings on 10 th April 2019.	Decision/KS
ii	To review the 2019 APM and consider improvements for 2020.	Decision/KS
f	Halton Residents Company Limited Grant Application	
	To consider a grant application from the Halton Residents Company.	Decision/KS
g	New Neighbours Pack	
	To consider continuing with adverting the LPM in the New Neighbours scheme.	Decision/KS
h	Neighbourhood Plan	
i	To consider comments from the Draft Neighbourhood Plan consultation.	Decision/ALL
ii	To re-consider the settlement boundary.	Decision/ALL
iii	To consider the Final Draft Neighbourhood Plan.	Decision/ALL
l	Councillor Resignation	
	To accept the resignation of Cllr Haywood and consider any actions.	Decision/KS
17.	DATES OF FUTURE MEETINGS	Note/KS
18.	CONFIDENTIAL ITEMS	
	The Public Bodies (<i>Admission to Meetings</i>) Act 1960 makes provision for excluding the public by resolution when confidential business is being considered or there are other special reasons and publicity would be prejudicial to the public interest.	-
19.	CLOSURE OF MEETING	-



Mr Keith Shelley
Clerk to the Parish Council

Date: 1st May 2019

Appendix One – Correspondence

Type	From	Content	Response Rq
Letter	WYC	Thank You for 2019/2020 Grant	No
E-Mail	Budgens	New charges for ATM cash withdrawals at Budgens	Yes
E-Mail	AVDC	Review of Polling Districts & Polling Places	No
E-Mail	BALC	BMKALC Parish Unitary Liaison report	No
E-Mail	ConnectPA	RAF Halton Public Consultation Event	No
Letter	Lindengate	Thank You for 2019/2020 Grant	No
E-Mail	Residents	HS2 destruction of Colne Valley Nature Reserve	Yes

Appendix Two – Recommendations

The Finance Committee recommends:

To continue with the current WPC Financial Regulations. The Regulations were reviewed at the February 2019 Finance meeting and no changes were recommended.

The Amenities Committee recommends:

To consider adopting a final draft of a Tree Policy for trees on WPC Land.