



**CHURCH
LAWTON**
Parish Council

CHURCH LAWTON PARISH COUNCIL

14th March 2024

To: All members of Church Lawton Parish Council

Dear Councillor,

You are summoned to a Council Meeting of Church Lawton Parish Council which will take place as follows:

**WEDNESDAY, 20TH MARCH, 2024, 7:00PM
LAWTON MEMORIAL HALL**

The agenda for the meeting is set out below.

Sue Davies (clerk)

A G E N D A

1. To receive apologies for absence.

2. Declarations of Interest:

To receive any disclosable pecuniary or other disclosable interests as required under Chapter 7 of the Localism Act 2011.

3. Public Speaking

To allow any members of the press or public the opportunity to speak in accordance with Standing Orders.

4. Approval of Minutes:

To approve the Minutes of the Council Meeting held on Wednesday, 7th February 2024.

5. Co-option Policy:

For the Council to consider and adopt a co-option policy (subject to any agreed amendments).

6. Co-option into the four vacancies on Church Lawton Parish Council.

To consider applications received to fill the four vacancies on Church Lawton Parish Council. To follow the co-option process according to the process agreed in item 5.

For any co-opted councillors to sign their declaration of office witnessed by the clerk and to take up their role from this point onwards.

7. Public Speaking

8. Committee Memberships

To agree any changes to committee memberships as a result of any co-options.

9. To receive and note the minutes of Trustee and Committee Minutes (Note that any recommendations or actions relevant to Full Council are picked up on separate agenda points):

- a. Minutes of the Trustee Meeting held on the 22nd Feb 2024.
- b. Planning and Projects Committee held on the 21st Feb 2024.

10. Updates on key items not covered elsewhere – to receive an update from the Clerk. ¹

Updates from the Clerk on actions from previous meetings still ongoing, not covered elsewhere and which currently require no further actions agreeing or decisions resolving. ¹

11. Finance:

- a. To approve payments to be made.
 - i. Retrospective.
 - ii. Payments requiring processing.
- b. To receive and approve bank reconciliations and statements dated 31st January 2024 and 28th February 2024.
- c. To receive receipts and payments to date in the financial year.
- d. To receive a budget summary from the Clerk and to agree any recommendations put forward.
- e. To receive an evaluation of reserves and to approve any recommendations.
- f. To receive councillor checks on the accounts Q1 to Q3.

12. Grant Application

To consider a grant application received from Keystone Support Centre.

13. Corporate risk assessment.

To review and approve the Council's corporate risk assessment subject to any agreed changes.

14. Policies, to review and approve:

- a. Health and Safety Policy.
- b. Grievance Policy.
- c. Disciplinary Policy.

15. Clerk's mobile phone

To consider options presented and agree the package to be used.

16. To receive matters from the Cheshire East representative present. ²

To invite Cheshire East Councillors present to provide an update on any Cheshire East Council matters relevant to Church Lawton Parish Council.

17. Members Item: Odd Rode Bus and Community Support

To receive an update on the Odd Rode Bus and Community Support. (PR and the Clerk)

18. Neighbourhood Planning:

To receive an update on the progress of the Neighbourhood Plan Group and to receive and comment on a second draft document. To review the work on the green spaces. (IJ to lead)

19. Other Planning Matters (PR to lead)

a. To consider responses to the following applications:

No new applications.

b. To receive any updates on the enforcement action on the land adjacent to the Trent and Mersey Canal and agree any actions.

c. To receive updates on outstanding and recently approved applications.

20. D-Day Arrangements.

To receive an update and feedback on the community liaison group meetings attended including arrangements for a D Day event. To agree any actions including:

- Authorisation for the purchase of a beacon.

21. Update on bench provision.

To receive an update on bench provision and to approve expenditure required.

22. Update on defibrillator provision.

To receive an update on the defibrillator provision at the Red Bull Public House.

23. Police update:

To receive a police and PCSO report from the Clerk and Cllrs Redstone and Johnston.

24. Community Speed Watch:

To receive an update on Community Speed Watch.¹ (IJ)

25. Environmental Improvement:

To receive an update on the lengthsman service and environmental improvement and to agree any actions.

26. Highways Issues: To receive any highways issues from the Clerk or members including:

- Consideration of problems around grass verges.

- 27. To receive any other correspondence or other matters from the Clerk.¹**
- 28. To receive any reports or items from Members.¹**
- 29. Training/meetings and courses:**
 - a. To consider any training requirements.**
 - b. To note training attended.**
- 30. Future Agenda Items**
- 31. To agree Date of next meeting: Annual Meeting on Wednesday, 15th May 2024.**
- 32. To resolve to move into a Press and Public Excluded Session due to the sensitive nature of the items to be discussed.**
- 33. To review and approve the Council's regular supplier list for 2024-2025. (Commercially sensitive.)**
- 34. To receive a staffing update from Cllr Blease-Bourne on the recruitment of a deputy/assistant Clerk.**

¹ Please note that items raised not on the agenda as a specific item cannot be debated other than brief comment nor have any decisions made. These items are information only.