

# Willaston Parish Council

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**Willaston**  
Parish Council

**18<sup>th</sup> October 2023**

To: **Members of Willaston Parish Council**

Dear Councillor,

You are summoned to attend a meeting of Willaston Parish Council which will be held on **Tuesday 24th October 2023 at 7.15pm at St Luke's Church, Coppice Road, Willaston CW5 6QA.**

Yours sincerely

*Sue Togay*

Sue Togay  
Parish Clerk and Responsible Financial Officer

## **Agenda**

### **1. To receive any apologies for absence**

Apologies for absence should be notified to the Clerk as soon as possible prior to the meeting.

### **2. To receive declarations of Members' interests**

Members to disclose any pecuniary interest or non-pecuniary interest which they have in any item of business on the agenda, the nature of that interest, and in respect of pecuniary interests, to leave the meeting prior to discussion of that item.

### **3. To approve the minutes of the previous meeting**

To approve as a correct record the minutes of Council meeting held on Tuesday 26th September 2023 and discuss any matters arising which are not specific items on this agenda.

### **4. To receive a report regarding policing matters in the Parish**

Police officers to report if in attendance.

### **5. Public Participation**

A period not exceeding 15 minutes for members of the public to ask question or submit statements.

Public are asked to submit questions or statements to the Clerk by email [clerk@willastonparishcouncil.org.uk](mailto:clerk@willastonparishcouncil.org.uk) before 5pm on the day prior to the meeting.

### **6. Cheshire East Borough Councillors' Reports**

To receive the reports of Cheshire East Councillors on any matters of interest relating to the Parish. Following the reports there will be an opportunity for Members to ask questions of the Borough Councillors.

### **7. Report of the Clerk**

To receive a report from the Clerk to Willaston Parish Council.

**8. To consider matters relating to planning applications notified within the Parish:**

23/3732N

Single storey extension to rear and elevational changes to dwelling

108 Colleys Lane, Willaston, CW5 6NT

Submission Deadline: 1<sup>st</sup> November 2023

**9. Events Committee**

To receive a report on the work of the Committee.

**10. Staffing Committee**

- a. To receive a report on the work of the Committee.
- b. To approve the establishment of a Ranger/Officer of the Council position.

**11. Playing Field and Open Spaces**

- a. To discuss matters relating to Lettie Spencer Playing Field, The Spinney and Mike Heywood Green.
- b. To consider quotes for the replacement of basketball boards.
- c. To consider quotes for the floor marking signage outside the playing field area.
- d. To consider quotes for the removal of the balance beam and litter bin.
- e. To consider quotes for the moving of the litter bin, dog bin and signpost to a space within the playing field away from the entrance to the drive.

**12. Update on Fingerpost in the Parish**

To approve the design preference and additional cost of the proposed fingerposts in the Parish.

**13. Remembrance Sunday**

To confirm arrangements for the Act of Remembrance

**14. D-Day 2024**

To consider commemorations to mark the 80<sup>th</sup> anniversary of D-Day.

**15. Allotment awards**

To consider arrangements for the best allotment and most improvement awards

**16. St Mary's Churchyard Wistaston**

To consider making a financial contribution towards to upkeep of the churchyard.

**17. Communications Policy**

To consider amendments to the Council's Communications Policy.

**18. Bank reconciliation**

To verify the bank reconciliation as of 30<sup>th</sup> September 2023.

**19. Budgetary Control Review 2023/24**

To review and approve expenditure against budget to 30<sup>th</sup> September 2023 for the second quarter of the financial year.

**20. Budget 2024/25**

To review a baseline budget for 2024/25 to provide an opportunity for Members to share additional items to be considered in preparation for resolving the full Budget at the November meeting of the Council.

**21. Authorisation of Payments**

To consider approval of payments (payment schedule to follow from the Clerk).

**22. To note the date of the next meeting of the Council**

Tuesday 28<sup>th</sup> November 2023.