

Summons to a Meeting of Antrobus Parish Council

**Agenda for The Annual Meeting of Antrobus Parish Council  
on Monday 20 May 2024 at 7:15pm at St Marks Church**

This meeting will follow on after the 7:15pm Annual Parish Meeting. All councillors will be asked to update a declaration of members interests.

**1. Election of Chairman**

To elect a Chairman and receive the Chairman's Declaration of Acceptance of Office

**2. Election of Vice-Chairman**

To elect a Vice-Chairman and receive the Vice-Chairman's Declaration of Acceptance of Office

**3. To receive apologies for unavoidable absence**

**4. To receive Members' Declarations of Interest**

**5. To elect the following groups and representatives**

**Working Groups:** (23-24 appointments shown)

Finance (S Batey, A Dunkley, ANO , Clerk)

Planning (ANO A Dunkley, C Wright, Clerk)

Community Emergency Plan (ANO, A Dunkley, Village Hall member)

Media & Communications (H Metcalfe, P Harrison, C Bunn, S Batey, Clerk)

Land Drainage (C Wright, A Dunkley, villager, ANO, Clerk)

Highways & Potholes (ANO, ANO, ANO, S Batey)

Warmspaces (C Bunn, P Harrison)

**Representatives for organisations:**

Village Hall (S Batey)

Burleymen (C Wright, C Bunn)

Defibrillator checking (H Metcalfe, Clerk)

ChALC (ANO)

Plastic Free Village (ANO)

Homewatch (P Harrison)

Playground Inspections (H Metcalfe, C Bunn, C Wright)

The meeting continues with the monthly meeting agenda:

**6. To approve minutes of the meeting held on 15 Apr 2024**

**7. Matters Arising**

=Gulley map - update

=Litter pick - wash up and plan for next year.

=Leaves clearance working party - progress.

=Pothole spreadsheet - allocation of streets.

=Corresponding with Antrobus Bark Park

=Flood prevention - CWAC action still awaited

=Gibb Hill pavement

= Knutsford Rd Broken pavement - CWAC

= Hollins Lane flooding - CWAC inspection

**8. Ward Councillors**

8.1. To receive a report from a Ward Councillor.

8.2. Ask about settlement plan & green belt boundary changes

**9. Planning**

9.1. To consider planning applications to the date of the meeting, and note CWAC decisions (appendix 3).

9.2. Enforcement – to consider at least 1 issue.

**10. Highways –**

10.1. Women's Tour of Britain - road closure 8 June

10.2. Grass verges - sent request to hold off cutting in May

10.3. Gibb Hill repairs hold up - To consider writing a letter of complaint to the Chief Executive of UU to ask why no action has been taken to date, in conjunction with Comberbach PC.

10.4. New Highways concerns

**11. Open Forum / Annual Parish Meeting - to discuss any issues.**

**12. Playground & Defibrillator**

12.1. Weekly Inspections – update.

12.2. To consider applying for a member budget for the slide

12.3. To consider quotes for supplying the Slide

12.4. Slide painting - update

**13. Consultations - Committee on Standards in Public Life (answered)**

**14. CRtBO - update**

**15. Accounts, Finance & Legal**

15.1. To note the accounts in Appendix 1

15.2. To consider the payments list Appendix 2.

15.3. To note the Internal Auditors report 2023-24 and agree actions

15.4. For the Annual Governance and Accountability Return (AGAR) Part 2 for the year ended 31 March 2023 to approve:

a) the Certificate of exemption which avoids a limited assurance review by the External Auditor.

b) the Annual Governance statement and the Accounting Statements.

15.5. To consider delegating comment on specified types of development to the proper officer, with advice from the Planning Working Group.

**16. Insurance - To consider the annual insurance from 1 June 2024.**

**17. Vacancy - To consider filling the vacancy by co-option**

**18. Website**

18.1. Website down over a weekend

18.2. Use of Gov.uk website domain (ChALC push)

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**19. Representatives & Working Groups** - To receive reports: Finance, Facebook/Media, Traffic, Village Hall incl. shop development, Police/PCSO, ChALC, Training, Warm spaces, Wildflowers, any other groups.

**20. Notable Correspondence.**

MAN\_Community Flyer\_Spring 2024, Neighbourhood Watch Our News May 2024. Peak Cluster Newsletter (Low Carbon pipeline).

Simon Palmer 13 May 2024

To record your apologies and reasons for unavoidable absence please contact me on 01606 891462 or email antrobuspc@yahoo.co.uk

Appendix 1 Accounts for previous month

Current a/c 3 May:	£ 18,441.12	Reserve a/cs	£ 23,143 & 1,909
Cashbook:	£ 18,441.12	Income:	Precept £12,400 & 66.76+2.50 int

Appendix 2 Payments

Clerk – expenses	£ 24.19	LGA 1972 s 111
JDH Business. Services Ltd – internal audit	£ 330.00	LGA 1972 s 111
Clear Council (formerly BHIB) - Annual insurance	£ 608.00	LGA 1972 s 111
Carol Bailey - Pots	£ 33.69	LGA 1972 s 111

Appendix 3 Planning applications.

[PC Parish Council; PWG Planning Working Group, CW&C Cheshire West]

**FOR PC CONSULTEE comment, or noting:**

Correspondence - 23/03826/FUL Foxley Brow House School Lane CW9 6LB.

24/01121/AGR Land At Arley Road Antrobus Northwich - Erection of an agricultural building with yard area and access track

24/00953/FUL Fosshey Stables Keepers Lane - Erection of a hay barn, block of 5 stables and relocation of existing muck heap (18 Apr)

**CWAC DECISIONS MADE (SINCE LAST MEETING):**

24/00283/FUL and LBC Paynes Farm Reed Lane Antrobus Northwich CW9 6JL - .....: single storey side extension, replacement windows, associated landscaping including new stone drive and stone patio and borders - PC 18/3/24: No objection. 26/4/2024 CWAC: Approved

**AWAIT CWAC DECISION: 18**