



Summons to a Meeting of Antrobus Parish Council

Agenda for The Annual Meeting of Antrobus Parish Council on Monday 18 May 2025 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. Open Forum / Annual Parish Meeting - to discuss any issues.

6. To review the standing orders

7. To elect the following groups and representatives

Working Groups: (25-26 appointments shown)

Finance (S Batey, A Dunkley, C Bunn, Clerk)

Planning (S Batey, A Dunkley, C Wright, Clerk) to consider delegating comment on specified types of development to the proper officer, with advice from the Planning Working Group.

Community Emergency Plan (J Bloor, L Patelaros, Village Hall member)

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

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

Highways & Potholes (M Walsh, J Bloor, S Batey)

Warmspaces (C Bunn)

Representatives for organisations:

Village Hall (C Bunn)

Burlymen (C Wright, C Bunn)

Defibrillator checking (H Metcalfe, Clerk)

ChALC (S Batey)

Playground Inspections (H Metcalfe, L Patelaros, C Wright)

The meeting continues with the monthly meeting agenda:

8. To approve minutes of the meeting held on 20 Apr 2026

9. Matters Arising

= Finger post clean

= A559 'S' bend

= House extension

= To consider speed reduction request Knutsford Rd for agriculture



- = Bus services and road closures
- = Boyd walk
- = Response from Ward Cllr – road ownership details
- 10. Ward Councillors** - To receive a report from a Ward Councillor.
- 11. Planning**
 - 11.1. To consider planning applications to the date of the meeting and note PWG comments and CWAC decisions (appendix 3).
 - 11.2. Enforcement – 23/01783/FUL
- 12. Highways –**
 - 12.1. New Highways concerns
- 13. Playground & Defibrillator**
 - 13.1. Weekly Inspections – update.
 - 13.2. To consider the annual inspection report and recommendations
- 14. Accounts, Finance & Legal**
 - 14.1. To note the accounts in Appendix 1
 - 14.2. To consider the payments list Appendix 2.
 - 14.3. To note the Internal Auditors report 2025-26 and agree actions
 - 14.4. For the Annual Governance and Accountability Return (AGAR) Part 2 for the year ended 31 March 2026 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. Insurance** - To consider the annual insurance from 1 June 2026
- 16. To consider applying to the Ward cllrs members budget for a grant for Warm Space/ Friendship Club**
- 17. To adopt an IT policy**
- 18. To consider a website MOT to update the accessibility statement as advised by the internal audit**
- 19. Report on Extraordinary Cheshire West and Chester Full Council Meeting – 21st April**
- 20. Representatives & Working Groups** - To receive reports: Finance, Facebook/Whatsapp, Village Hall incl. shop development, Police/PCSO, ChALC, Training, Warm spaces, any other groups. Representative for Village Hall Mgmt Committee.
- 21. Notable Correspondence.**
- 22. To consider a resolution to exclude the public and press under the Public Bodies (Admission to Meetings) Act 1960 1 (2) by reason of the confidential nature of the items of business to be transacted if required.**
- 23. Vacancy** - To consider filling the Councillor vacancy by co-option



Lucy Merry 11 May 2025

To record your apologies and reasons for unavoidable absence please contact me on 07471193876 or email clerk@antrobus-pc.gov.uk

Appendix 1 Accounts for previous month

Current a/c 30 Apr:	£ 17,607.34	Reserve a/cs	£ 24,371 & 1,955
Cashbook:	£ 17,607.34	Income:	Precept £13015 & 39.60 +1.36 int

Appendix 2 Payments

Clerk – May pay	£ 515.70	LGA 1972 s 111
Clerk expenses	£ 10.30	LGA 1972 s 111
JDH Business. Services Ltd – internal audit	£ 384.00	LGA 1972 s 111
Clear Council (formerly BHIB) - Annual insurance	£ 745.59	LGA 1972 s 111
St Marks mowing	£ 300.00	LGA 1972 s 111
SLCC – CiLCA 50% qualification fee	£ 247.50	LGA 1972 s 111
Cllr training with ChALC	£ 25.00	LGA 1972 s 111
ICO – annual fee	£ 47.00	LGA 1972 s 111
Vision ICT – Website MOT	£ 174.00	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: NONE

CWAC DECISIONS MADE (SINCE LAST MEETING):

26/00643/DIS - Crowley Lodge Lodge Lane, CW9 6NR - Discharge of condition 3 (materials) of

21/04837/FUL – CWAC decision Wed 22 Apr 2026 **APPROVED**

26/01078/AGR - Land At Sandy Lane - Agricultural produce (hay/timber) and machinery store with hardstanding and access track – CWAC decision Fri 01 May 2026 **Prior Approval required and approved**

AWAIT CWAC DECISION: 5