



# Ashton Hayes and Horton cum Peel Parish Council

**To the Members of Ashton Hayes and Horton-cum-Peel Parish Council:** You are hereby summoned to attend the Annual Parish Council Meeting on Monday 9th May 2022 at 7.15pm to be held in the **Ashton Hayes Parish Rooms**, for the transaction of the business set out below.

Signed *Trudy Ryall-Harvey*

Clerk

02/05/2022

## AGENDA

1.	<b>ELECTION OF CHAIR AND VICE-CHAIR</b>	<ul style="list-style-type: none"> <li>- Election of Chairman</li> <li>- Election of Vice-Chairman</li> <li>- Councillors to sign their Acceptance of Office.</li> </ul>	Chair
2.	<b>APOLOGIES</b>	With explanation	Clerk
3.	<b>DECLARATION OF INTEREST</b>	Members to declare any interest under the following categories: pecuniary, outside bodies and family, friend or close associate.	Chair
4.	<b>DISPENSATIONS</b>	To discuss and agree any written requests for dispensations the Clerk may have received from Councillors.	Clerk
5.	<b>PUBLIC PARTICIPATION</b>	Reports on matters of public concern affecting the Parish. (max. of 5 mins per person unless prior agreement with Chair) <ul style="list-style-type: none"> <li>- Email communications from the public</li> </ul>	Chair Clerk
6.	<b>EXTERNAL MATTERS</b>	<ul style="list-style-type: none"> <li>- PCC Town and Parish Council meeting Tuesday 24th May 2022 to seek a representative to attend the meeting</li> <li>- CWaC Ukraine Seminar – to receive a verbal update.</li> <li>- To note NALC Survey Submission for information</li> <li>- Any external matters received since the agenda was circulated.</li> </ul>	JC Clerk Clerk
7.	<b>MINUTES</b>	To approve the minutes of the Parish Council meeting held on 11 <sup>th</sup> April 2022.	Chair
8.	<b>ACTIONS</b>	To note actions listed and receive additional updates on items not otherwise covered on the agenda.	Chair
9.	<b>PLANNING</b>	To note planning applications as listed on the planning register, including comments submitted since the last meeting and enforcement matters. <ul style="list-style-type: none"> <li>- To agree submission for St Clair</li> <li>- To receive an update on Enforcement Matters</li> </ul>	Chair
10.	<b>ANNUAL GOVERNANCE &amp; ACCOUNTABILITY RETURN 2021-22</b>	<ol style="list-style-type: none"> <li>1) To receive the End of Year Summary Report for 2021-22</li> <li>2) To accept and sign the Certificate of Exemption</li> <li>3) To note the Annual Internal Audit Report</li> <li>4) To review and complete the Annual Governance Statement</li> <li>5) To review and sign the Accounting Statement</li> <li>6) To agree and sign the Exercise of Public Rights</li> </ol>	Chair/ Clerk
11.	<b>ACCOUNTS</b>	<ol style="list-style-type: none"> <li>1) To approve the Cashbook Out-turn Year to Date.</li> <li>2) To note income received and payments made or for approval.</li> <li>3) To approve payments that can be made between meetings in-line with the budget for 22-23.</li> <li>4) Insurance Renewal – to review and approve for payment</li> <li>5) Internal Audit report – to note the comments and agree actions</li> </ol>	Clerk Clerk Clerk Chair Chair
12.	<b>GOLDEN LION</b>	Receive an update from the Community Benefit Society	JL/HD
13.	<b>HIGHWAYS</b>	<ol style="list-style-type: none"> <li>1) Traffic Issues (excluding A54 Junction) – to receive an update.</li> <li>2) Road Safety – B5393 – to receive an update from CWaC.</li> </ol>	DR DR

14.	<b>COUNCIL MATTERS</b>	<ol style="list-style-type: none"> <li>1) To adopt the Annual Report and Financial Report.</li> <li>2) To agree the roles and responsibilities of the Parish Councillors for 22-23</li> <li>3) To agree the schedule of meetings for 2022-23</li> <li>4) To confirm the Standing Orders and all Policies listed on the schedule for 22-23</li> <li>5) Code of Conduct – to adopt revised Code of Conduct.</li> <li>6) Data Protection Policy – to review a draft policy and discuss it’s appropriateness</li> <li>7) Neighbourhood Plan – to discuss 5 year review and next steps – to agree attendance on “How to review neighbourhood planning policies” event.</li> </ol>	<p>Chair Chair</p> <p>Clerk Chair Chair Chair</p> <p>Chair</p>
15.	<b>COMMUNITY PROJECTS</b>	<ul style="list-style-type: none"> <li>- Queen’s Jubilee Update <ul style="list-style-type: none"> <li>- To give an overview of progress for the Jubilee Event.</li> <li>- To review latest budget and agree a financial plan.</li> <li>- To note and agree the latest forecast against actual.</li> <li>- To discuss and agree whether to charge for the Jubilee Events.</li> <li>- To discuss and agree the equipment purchase &amp; post jubilee deployment.</li> <li>- To discuss the application of any funds saved and how they can be best used for Public Services.</li> <li>- To understand the volunteer schedule and agree the approach.</li> </ul> </li> <li>- Bridging the Gap – to receive an update and agree closure of project.</li> </ul>	<p>JC</p> <p>JC</p>
16.	<b>ENVIRONMENTAL MATTERS</b>	<ul style="list-style-type: none"> <li>- To receive an update on the Environment Rejuvenation Project.</li> <li>- Update on hedges around village – to receive a verbal report.</li> <li>- Wildflowers – to note progress and decide on budget for potential interpretation boards and notices.</li> <li>- Verbal update on Woodland Progress</li> </ul>	<p>PV Chair Chair/PV</p> <p>Chair</p>
17.	<b>AROUND ASHTON</b>	To consider any communications required for Around Ashton for next edition.	JC
<b>DATE OF NEXT MEETING</b>		To be agreed	