

Little Stanney & District Parish Council

COUNCIL SUMMONS

Dear Member

You are HEREBY SUMMONED to attend the Annual Meeting of the Council to be held in **LITTLE STANNEY VILLAGE HALL on TUESDAY, 26 MAY 2015** at 7.30pm for the purpose of transacting the business set out on the agenda below



Parish Clerk
19 May 2015

Members of the public and the press are welcome to attend for the "Part 1" section of the agenda. Any reports in "Part 2" contain confidential information and only Councillors and the Parish Clerk can be present.

If you have any general enquiries about the meeting, please contact: Pauline English, Clerk to the Parish Council (Tel: 0151 339 1405 / 07890 140412 / e-mail: engy02@ntlworld.com).

AGENDA

1 ELECTION OF CHAIRMAN

To elect a Chairman of the Parish Council for the year 2015-16 and to receive the Chairman's declaration of acceptance of office.

2 ACCEPTANCE OF OFFICE

To receive declarations of acceptance of office from those Councillors present at the meeting and to decide when to receive any outstanding declarations.

3 APPOINTMENT OF VICE-CHAIRMAN

To appoint a Vice-Chairman of the Parish Council for the year 2015-16

4 APOLOGIES FOR ABSENCE

To receive apologies for absence

5 DECLARATIONS OF INTEREST

Councillors are reminded that, in accordance with the Code of Conduct, they should declare any personal interests they have in any matter to be considered at the meeting. The declaration should be made before the matter is considered or as soon as the Councillor becomes aware that a declaration is required. If the interest is a prejudicial one, this must be declared and the Councillor should withdraw from the meeting. It is the Councillor's responsibility to decide whether or not a matter should be declared, although the Clerk will offer advice on the interpretation of the Code if required.

6 OPEN FORUM

Members of the public are invited to raise issues not dealt with elsewhere on the agenda. The maximum time allowed is 30 minutes, subject to the Chairman's discretion.

7 MINUTES

To confirm the Minutes of the meeting of the Parish Council held on 28 March 2015 as a correct record

8 RESULTS OF ELECTION AND VACANCIES FOR COUNCILLORS

To note that at the elections held on 7 May 2015 the following were elected to represent Little Stanney & District Parish Council:

Croughton Parish (1): Councillor Pete Mountford

Little Stanney Parish (4): Councillors David Astbury, Chris Dilworth, Judith Thomas and Michael Todd

Stoak Parish (3): Councillors Linda Carter and John Jones (one vacancy)

Wervin Parish (3): Councillors John Glazzard and Clive Lipscombe (one vacancy)

Two seats remain to be filled by co-option. A request has been received from Roy Greenwood to fill the vacant place in Wervin. No requests have yet been received to fill the vacant place in Stoak so it is proposed that a notice be posted on the Parish Council's notice board in Stoak and on the Parish website inviting expressions of interest from residents to fill the remaining place, with a closing date of Friday 19 June 2015.

9 CHESHIRE WEST AND CHESTER COUNCIL (CWaC)

Elections 2015: at the elections held on 7 May 2015 control of Cheshire West and Chester Council passed to the Labour Party, who are now the largest party by two seats, reduced to a majority of one by a independent councillor. Councillor Steve Smith (Labour) has been elected to serve the Elton ward.

10 APPOINTMENT OF REPRESENTATIVES

To note/confirm representatives for the year 2015-16 to the following organisations:

- (1) Ince Park Community Forum (one representative, currently the Chairman)
- (2) Cheshire Association of Local Councils – Chester Area Meeting

11 DELEGATION TO COMMITTEES OR EMPLOYEES

- (1) In accordance with Standing Orders, to confirm the appointment of a Conduct Committee comprising the Chairman and Vice-Chairman and one further Councillor to be decided by the Parish Council depending on the issue to be heard. The Committee's terms of reference are as set out in Standing Orders. If the complaint of misconduct is against a member of the Committee, the Parish Council will select another Member in his/her place.
- (2) To confirm the delegation of the submission of responses to planning applications to the Parish Clerk, subject to any major or contentious applications being referred to a meeting of the Council called for the purpose if there is no scheduled meeting of the Council within the timescale for a response to Cheshire West and Chester Council.

12 REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS

The Parish Council should review its Standing Orders and Financial Regulations annually and make any necessary changes as a result of new legislation or for other reasons. NALC have issued a revised model which has been adapted to meet the needs of Little Stanney and District Parish Council and a copy of the revised Standing Orders is enclosed. No changes are needed to Financial Regulations.

13 AUDIT

To receive the internal audit report from Wellfield Accounting Services Ltd.

14 INSURANCE

Came & Company, the Parish Council's current insurers, have quoted £521.58. As agreed at the last meeting the Clerk has accepted the quotation from Zurich of £326.67 with an agreement until 1 June 2018.

15 HIGHWAYS, RIGHTS OF WAY AND AMENITY CLEANING

Update on current issues

16 PLANNING

- (1) **Applications:** None Received
- (2) **Decisions** since the last meeting of the Parish Council: None
- (3) **Awaiting Decision:**

14/02271/S73	Variation of condition 15 (acoustic barriers) and removal of conditions 33 (upgrades to canal berth) and 34 (railway line) of planning application 11/04083/OUT at Plot 3, Ince Resource Recovery Park, Grinsome Road, Ellesmere Port, Cheshire
14/02278/S73	Variation of conditions 1 (approved plans), 14 (acoustic barriers), 26 (car parking provision), 28 (vehicular access) and 31 (vehicle movements) and removal of conditions 29 (Grinsome Road works), 33 (Canal upgrade works) and 34 (railway line) of planning application 11/00040/WAS at Plot 9, Ince Resource Recovery Park, Grinsome Road, Ellesmere Port, Cheshire

17 PLAYING FIELD AND NATURE PARK

Update

18 INCE PARK COMMUNITY FORUM

The meeting scheduled for 20 May 2015 has been cancelled at the request of Cheshire West and Chester Council to enable them to appoint representatives following the recent elections. The next meeting will be the Annual Meeting in June.

19 DISPOSAL OF COUNCIL DOCUMENTS

To decide when and how to dispose of Council documents. A schedule with suggested disposal dates is attached.

20 FINANCE

(1) **Payments:** To note/approve the payment of salaries/wages and expenses and invoices for goods received and services rendered.

Cheque No		Amount
S/O	G Povey (Amenity Cleaner)-wages May 2015	260.00
S/O	Parish Clerk-salary May 2015	128.10
BACS	G Povey (Amenity Cleaner) – expenses April 2015	t.b.c.
BACS	Parish Clerk-expenses May 2015	t.b.c.
114	Cheshire County Playing Fields Association - affiliation fee	18.00
115	Wellfield Accounting Services Ltd – Internal Audit fee	84.00

(2) **Receipts:** None

(3) **Balance in Bank:** The balance at 30 April 2015 is £12,370.94

21 ITEMS RAISED BY COUNCILLORS FOR INFORMATION

22 DATE AND TIME OF NEXT MEETING

Tuesday 23 June 2015 at 7.30pm at Little Stanney Village Hall