

PRESTON BROOK PARISH COUNCIL

18 July 2024

To: **Members of Preston Brook Parish Council**

Dear Councillor,

Dated this eighteenth day of July 2024, you are hereby summoned to attend an Ordinary Meeting of Preston Brook Parish Council to be held at 20.30 on the twenty-third day of July 2024 to transact business on the agenda.

The meeting will be held in Preston Brook Village Hall, Sandy Lane, Preston Brook, Runcorn, Cheshire, WA7 3AW.

Note to Councillors:

If you are unable to attend the meeting, please notify the Proper Officer of your apologies.

Note to Public:

Members of the public wishing to address the Council are advised to notify the Proper Officer before 10:00 on the day of the meeting outlining the representation they wish to make. Permission to speak at the meeting will be at the discretion of the Council. Public participation session at a meeting shall not require response or debate and should focus on matters relating to items on the agenda. All participants are restricted to a maximum of three minutes. Please note that the Council may not be able to answer any questions on a particular topic if the council has not considered or resolved the matter at a prior meeting. Should this be the case, the Council will advise correspondence with the Proper Officer to request the item be debated at a future meeting. If the question is considered outside the remit of Preston Brook Parish Council, residents will be referred to Halton Borough Council or another appropriate body.

Yours sincerely,



Luke Trevaskis
Proper Officer

TO CONTACT THE PROPER OFFICER, PLEASE EMAIL
clerk@prestonbrookparishcouncil.gov.uk

AGENDA

1. **Apologies** - to receive apologies for absence.
2. **Declarations** - to record declarations of members' interests of a pecuniary or non-pecuniary nature in accordance with the Localism Act 2011 (Sections 26-34 and Schedule 4).
3. **Minutes** - to receive and confirm the minutes of the last meeting.
4. **Police** - to receive and note a report on local crime statistics.
5. **Public Realm** - to receive an update on public realm projects and agree actions.
6. **Finance**
 - i. to receive and approve FY2425 Q1 budget report and bank reconciliation.
7. **Planning**
 - i) to receive an update regarding Planning Application 22/00203/FUL.
8. **Borough Councillor Report** - to receive a report from ward councillors regarding issues affecting residents within the boundary of Preston Brook PC.
9. **Conservation Status / Neighbourhood Plan**
 - i) To note the report regarding the Legal Duty of Halton Borough Council to Identify and Designate Conservation Areas, and consider the recommendations.
 - ii) To consider the report regarding key priorities for Preston Brook, and long-term aspirations that could be used to leverage additional grant funding and S106/CIL monies.
 - iii) To agree a date for the first Neighbourhood Plan Steering Group Meeting.
10. **Next Meetings** - to note the date of the next meeting.
11. **Public Forum** - to consider representations from members of the public which have been submitted to the Proper Officer by 10:00 on the day of the meeting and to note each representation is restricted to three minutes.