

PRESTON BROOK PARISH COUNCIL

21 March 2024

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

Dear Councillor,

Dated this twenty-first day of March 2024, you are hereby summoned to attend a Meeting of Preston Brook Parish Council to be held at 20:30PM on the twenty-sixth day of March 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. **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.
4. **Minutes** - to receive the minutes of the last meeting(s) and agree (subject to any amends).
5. **Police** - to receive and note a report on local crime statistics.
6. **Public Realm** -
 - i) To note the installation of the knee rail fence at Bridgewater Grange has now been completed.
 - ii) To note when the works to the tree will commence, and consider location of the replacement tree (and whether the Council would prefer to plant just one, or more).
 - iii) To receive an update on the works to be undertaken by Halton Borough Council.
 - iv) To confirm the locations for the village sign project.
 - v) To consider the quote for proposed maintenance work to the Bridgewater Green for 2024.
 - vi) To discuss any other village projects that the Council would like to progress in 2024-2025.
7. **Village Hall** - to note that the Village Hall has not provided the requested documentation as yet, and agree to write to the Committee to request they contact Steel Solicitors who drew up their Pre-Merger Vesting Declaration.
8. **Planning Application 22/00203/FUL** - to receive an update and agree actions, considering the report regarding the potential use for biodiversity mitigation measures on another site within the parish boundary, possible through consideration of an allotment plot site.
9. **Conservation Status / Neighbourhood Plan** - to receive an update and agree actions.
10. **Local Educational Project** - to consider the correspondence from a resident regarding a new educational charity to celebrate the heritage of Preston Brook and ensure key skills are not lost.
11. **Borough Councillor Report** - to receive a report from ward councillors regarding issues affecting residents within the boundary of Preston Brook PC.
12. **Correspondence** - to note correspondence and agree responses.
13. **Next Meetings** - to agree the date for Annual Council Meeting, and note that April will be a period of pre-election, so the Council should avoid transacting business.