

# PRESTON BROOK PARISH COUNCIL

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21 July 2022

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

Dear Councillor,

Dated this twenty-first day of July 2022, you are hereby summoned to attend an ordinary meeting of Preston Brook Parish Council to be held at 19.30 on the twenty-sixth day of July 2022 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 Irevaskis  
Proper Officer

TO CONTACT THE PROPER OFFICER, PLEASE EMAIL  
[clerk@prestonbrookparishcouncil.gov.uk](mailto: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**
  - i. to receive and note a report on local crime statistics.
  - ii. to note the new grant award scheme launched by the Police Crime Commissioner.
  - iii. to approve a letter to be sent to Cheshire Police / Police Crime Commissioner outlining priorities of the Parish, and requesting clarification of expectations and service delivery regarding PCSO attendance at meetings and monthly updates/newsletters.
5. **Training** - to consider any training courses that members may wish to attend and agree actions.
6. **Co-option** - to consider any applications for co-option.
7. **Public Realm**
  - i. to receive an update on public realm projects and agree actions.
  - ii. to consider commissioning an annual inspection of council owned trees.
8. **Village Hall** - to receive an update on the communication with the Village Hall Committee and agree actions.
9. **Highways** - to discuss the communication with Halton Borough Council outlining priorities of the Parish and agree further actions.
10. **Communication**
  - i. to receive an update on social media since the last meeting and give consideration to developing an online strategy to ensure there is regular content that engages the community.
  - ii. to consider providing the Historical Group with access to social media.
  - iii. to consider the draft summer newsletter, any amends, and approve for printing.
11. **Finance**
  - i. to receive and approve the list of payments.
  - ii. to receive Q1 2022-2023 finance report.
12. **Planning** - to consider planning matters and agree actions.

- i. Planning Application 22/00203/FUL - to receive an update.
- ii. Conservation - to consider quotes for exploring the potential to establish a conservation area in Preston on the Hill and agree actions.
- iii. Neighbourhood Plan - to consider the quotes received from contractors and approve for a grant to be submitted to cover the cost of the first stage of the Neighbourhood Plan.

13. **Borough Councillor Report** - to receive a report from ward councillors regarding issues affecting residents within the boundary of Preston Brook PC.

14. **Next Meetings** - to approve the dates of the next meetings.

15. **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.