

PRESTON BROOK PARISH COUNCIL

**The Annual Parish Meeting of Preston Brook Parish Council is to be held on
Tuesday 18th May 2021 at 7:30pm at**

**PRESTON BROOK VILLAGE HALL
TO TRANSACT BUSINESS AS SHOWN IN THE AGENDA**

Note to Councillors:

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

Note to Public:

Members of the public wishing to address the Council should note that they must advise the clerk before 10am on the day of the meeting both of their wish to participate in the public forum and their topic. If residents fail to inform the clerk prior to the meeting, permission to speak at the meeting will be at the discretion of the Council. All participants are restricted to a maximum of three minutes. If the public wish to ask the Council questions, please note that the Council may not be able to answer the question if the council has not considered or resolved the question on an agenda item at a prior meeting. Should this be the case, the Council will advise correspondence with the clerk to request the item be discussed at a future parish council meeting. If the question is considered outside the remit of Preston Brook Parish Council, residents will be referred to Halton Borough Council.

**TO CONTACT THE CLERK, PLEASE EMAIL pbpc@hotmail.co.uk
OR CALL 07753848382.**

**MEETING AGENDA
PRESTON BROOK VILLAGE HALL
TUESDAY 18th May 2021 at 7:30pm**

Part 1

- 1. To receive and note the Annual Chairs report**
- 2. To elect a Chairman for next 12 months and sign their declaration of Acceptance of Office**
- 3. To elect a Vice Chairman for the next 12 months and sign their declaration of Acceptance of Office**
- 4. To consider the co-option of N.Cannam**
- 5. To record apologies for absence**
- 6. Declarations of Members' Interests of a Pecuniary or Non-Pecuniary Nature in Accordance with the Localism Act 2011 Sections 26-34 & Schedule 4.**
(Having membership of a club, charity etc or a close relationship or having a financial bearing on a member of their spouse/partner).
- 7. To receive and note Preston Brook Police Report**
(To receive report on crime statistics and highlight any areas of concern to be considered a police priority for Preston Brook).
- 8. To confirm and sign as a true record the minutes of the ordinary meeting held on 20 April 2021**
- 9. Parish Council Finance**
 - a) Receipts**
(To acknowledge payments received since the last meeting).
 - No payments received
 - b) Payments – to be made**
(To consider and approve those invoices made under the General Power of Competence).
 - C.Wyna – Salary - £320.42
 - HMRC - £74.20
 - Zurich – Annual liability insurance - £257.60
 - Reimbursement to C.Wyna – Purchase of appliances for Village hall - £488
 - Reimbursement to C.Wyna – Purchase of vouchers - £20
 - c) To approve the Income & Expenditure Report for 2020/21**
 - d) Balance of account - £37,279.04**

10. Policies

- a) To approve the Model Standing Orders 2018
- b) To approve the Model Financial Regulations

11. To discuss and agree next steps in response to the correspondence between Cllr J Bradshaw and Ian Saxby regarding speeding issues and turning on Windmill Lane

12. To approve repair/replacement of bench at Windmill Lane and associated budget

13. To discuss approach to recruitment of Parish Councillors

14. Correspondence

None received

15. Urgent Items

(As agreed by the Chairman and Clerk prior to the commencement of the meeting).

16. Public Forum

To consider questions/statements from the public which have been submitted to the Clerk prior to the meeting and with restricted air time of 3 minutes.

17. Next Meeting

- To consider items for the agenda of next meeting
- Date of next meeting – 15th June 2021 at 7:30pm

18. Exclusion of Public and Press

(To consider and resolve that under the Public Bodies {Admission to Meetings} Act 1960 as extended by Section 100 of the Local Government Act 1972, the public and accredited representatives of press be excluded from the meeting for further items of business on the ground of likely disclosure of information as defined in Part 1 of Schedule 12A of the Local Government Act 1972).

If resolved, Chair to announce that, in pursuance of the confidential matters to be discussed forthwith, members of the public and press are asked to withdraw from the meeting.

Part 2

(To consider items of a confidential or other special nature).

None