

# PRESTON BROOK PARISH COUNCIL

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21 September 2023

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

Dear Councillor,

Dated this twenty-first day of September 2023, you are hereby summoned to attend a Meeting of Preston Brook Parish Council to be held at 20.30 on the twenty-sixth day of September 2023 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](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. **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 and confirm the minutes of the last meeting.
5. **Police** - to receive and note a report on local crime statistics.
6. **Public Realm** -
  - i. to agree the quotes for the planters and agree actions.
  - ii. To consider any arrangements for Christmas - i.e a Christmas tree for the parish or festive lights or similar.
7. **Village Hall** - to receive an update on the Village Hall and agree actions.
8. **Finance**
  - i. to approve Quarter 1 finances.
  - ii. to consider and approve the grant application submission to Cheshire Police for increased road safety improvements.
9. **Conservation Status** - to receive an update and agree actions.
10. **Neighbourhood Plan** - to agree a date for the first Neighbourhood Plan Steering Group meeting.
11. **Borough Councillor Report** - to receive a report from ward councillors regarding issues affecting residents within the boundary of Preston Brook PC.
12. **Next Meetings** - 23 October 2023