

**WYBUNBURY PARISH COUNCIL**

**[www.wybunburypc.co.uk](http://www.wybunburypc.co.uk)**

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**David Owen DMA Clerk to the Council**

**Tel 01270 254424**

**REMOTE ANNUAL MEETING TO BE HELD**

**MONDAY 13<sup>TH</sup> JULY**

**7.30PM**

**David Owen DMA Clerk to the Council**

**6<sup>TH</sup> JULY 2020**

To All Members of the Parish Council  
Borough Councillor J. Clowes,

**MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE  
MEETING.**

**1. APOLOGIES FOR ABSENCE**

**2. DECLARATIONS OF INTEREST**

Members to declare any personal or prejudicial interest which they have in any item on the Agenda and the nature of that interest. Members having such interests will leave the meeting during the discussion of the item and refrain from voting thereon.

Whilst the Clerk will offer guidance on the Code of Conduct it remains the responsibility of the Member to decide whether they have an interest on a particular item.

**3. ELECTION OF CHAIRMAN**

To elect a Member to serve as Chairman until the next Annual Meeting.

#### **4. ELECTION OF VICE CHAIRMAN**

To elect a Member to serve as Vice Chairman until the next Annual Meeting.

#### **5. APPOINTMENTS TO OUTSIDE BODIES**

To elect Members to the following bodies:-

Chalc Area Meeting

Village Hall Management Committee

Sally Clarkes Lane Committee

Tower Group

Wybunbury United Charities Trust

Wybunbury/Shavington Triangle Development Monitoring Group

Wybunbury Traffic Management Group

Combined Parishes Neighbourhood Plan Steering Group

#### **6. MINUTES OF MEETING HELD 9TH MARCH 2020**

To approve as a correct record the Minutes of this meeting.

#### **7. OPEN FORUM-QUESTIONS FROM MEMBERS OF THE PUBLIC**

In accordance with the Standing Orders members of the public are invited to ask questions or address the Parish Council

#### **8. MATTERS ARISING**

#### **9. VILLAGE HALL REPORT**

Councillor M Pike to report

#### **10. HIGHWAYS GROUP REPORT (SID)**

Councillor R Masser to report.

#### **11. POLICE MATTERS**

Councillor S Howcroft to report.

#### **12. WYBUNBURY WARD NEIGHBOURHOOD PLAN.**

To receive a progress report

### **13. PLANNING MATTERS**

Councillor P Jackson to report.

### **14. SALLY CLARKES LANE PROJECT**

Members to report

### **15. MEMBERS' REPORTS**

Members to report on matters of interest to the Parish Council or request items for inclusion on future agenda.

### **16. REPORT OF CHESHIRE EAST COUNCILLOR**

To receive a report from Cheshire East Ward Councillor Janet Clowes on matters affecting the Parish.

### **17. FINANCIAL MATTERS**

(a) Payments made in April 2020

D G Owen Salary March 2020	423.92
R Bate Gardening Services	100.00
M Murphy- grass cutting	150.00
HMRC	91.60
Cheshire East Council-by election	5601.56

(b) Payments made in May 2020

D G Owen-April salary	595.55
R Bate-invoice	100.00
HMRC –Tax	130.20
M J Murphy-grass cutting	150.00
Shires Pay Services	41.40
Source Handyman-repairs 2 benches	302.66
Came & Co Insurance (Parish Council)	563.27

(c) Payments made in June 2020

D G Owen – May salary	595.55
R Bate-grass cutting	100.00

HMRC –Tax	130.20
ChALC subscriptions	440.28
M J Murphy-grass cutting	150.00
S Clough-Audit fee	275.00
T Lightfoot-plants purchased	1623.32

(b) Authorisation of Payments

To authorise the following payments:-

D G Owen- June Salary	585.04
HMRC –Tax	130.20
R Bate	100.00
J M Garden Maintenance Strimming and weed spraying Sally Clarkes Lane	200.00

(c) Members' Expenses

To consider the payment of a nominal sum to Members to cover their expenses in carrying out their duties on behalf of the Parish Council. If approved these payments will be made at the next meeting.

(c) 2019/2020 Accounts

The internal audit of these accounts has been completed and a satisfactory report issued. In order for the audit process to continue the accounts now require the approval of the Parish Council and under normal circumstances would this would be achieved by the documents being available at the meeting for members' inspection.

As this is not possible this year the accounts are available for members to view on request. They will, in any event, need to be signed by the Chairman prior to submission to external audit.

**RECOMMENDED:** That the 2019/20 accounts be approved for submission to the external auditors.

**18. DATE OF NEXT MEETING 10<sup>th</sup> AUGUST 2020**

**D G OWEN DMA  
CLERK TO THE COUNCIL**