

Chetwynd Parish Council

Chairman Municipal Year 2024/ 25 – Cllr Derrick Clancy

clerk@chetwyndparishcouncil.gov.uk

12th June 2024

Dear MEMBER of CHETWYND PARISH COUNCIL

You are hereby summoned and requested to attend a **MEETING** of the parish council on **MONDAY 17th JUNE 2024 at 7:00pm in The Village Hall, Sambrook**, in order to transact and consider the following items of business on the Agenda below.

Yours faithfully

Electronically signed

Sheila Atkinson – chetwyndPC-clerk@outlook.com

The right for the public and press to attend a Parish Council Meeting is established under the Openness of Local Government Regulations 2014 as well as the right to record, film and broadcast meetings. If anyone wishes to film, photograph, or audio record this public meeting, you must inform the Clerk at least 24 hours in advance to ensure obligations under the Data Protection Act, Human Rights Act, and other legislation are met.

A G E N D A

- 1) To receive any **APOLOGIES** for ABSENCE.
- 2) **DECLARATIONS OF INTEREST:**
Members are requested to disclose any pecuniary and/or non-pecuniary interest in respect of any items on this agenda.
- 3) To approve the Minutes of the Meeting held on **MONDAY 13th MAY 2023** – previously circulated - (*copy **attached** for Cllrs with electronic version*).
- 4) **PUBLIC SESSION**

To consider a resolution to suspend the meeting to allow local electors the opportunity to comment on items on this agenda, and raise issues and matters of interest for consideration by the Parish Council.

5) Reports from Parish Councillors

To receive any reports from the Chairman and Parish Councillors relating to matters affecting the Parish or any reports from outside body:

FINANCE

6) Annual Governance & Accountability Returns (AGAR) 2023/24

To confirm and ratify documentation relating to AGAR:-

- a. To agree the Annual Accounting Statements 2023/24
- b. To receive the Internal Audit Report and action any recommendations
- c. To approve the Annual Governance Statement
- d. To confirm the Notice of Public Rights & Publication

7) To Ratify and Approve the **financial report** (*Balances, Invoices, Receipts*) and authorise invoices for payment as follows:-

- Clerks expenses £41.20
- Auditor fee

8) Grant Application – Sambrook Village Hall

To consider correspondence and a formal request for £500 funding for Sambrook Village Hall committee to hold a Parish Fun Day on 6th July. (*Letter distributed to Cllrs*)

9) Banking Arrangements

To receive any update on progress of updating the current banking arrangement for the Parish Council.

10) PLANNING

a. To elect a chairman for the Planning Committee and delegate responsibility for submission of comments to the local planning authority on any issues relating to planning issues within the parish to the planning committee chairman and clerk following consultation with members of the council's planning committee.

b. To receive any updates from Cllr Humphreys as chairman of CPC Planning Committee regarding LPA planning applications or permissions granted and the enforcement complaint raised by Chetwynd Parish Council regarding Sambrook Villa.

c. To note any recent Notification of Planning Applications or Permissions Granted.

Distribution by email

All Parish Cllrs:-

(BUTLER, CLANCY, GRIMSTON, HUMPHREYS, PHILLIPS, ROBSON, STEFAN, WILKINSON, WILLIAMSON)

Borough Cllrs:- Burrell for information

Website & Notice Board for information