

WOOLSTON PARISH COUNCIL

To Members of Woolston Parish
Council

Date 8 May 2025
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**WOOLSTON PARISH COUNCIL
TUESDAY 13 MAY 2025 AT 7.00PM
WOOLSTON NEIGHBOURHOOD HUB, HALL ROAD,
WELLBEING SUITE**

AGENDA

Part 1

Items during the consideration of which the meeting is expected to be open to members of the public (including the press) subject to any statutory right of exclusion.

1. Election of Chairman

To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.

2. Election of Vice Chairman

To elect the Vice Chairman.

3. Minutes of the previous meeting

To confirm as a correct record the minutes of the meeting held on 29 April 2025 (enclosed).

4. Code of Conduct - declarations of interest Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

Members are invited to declare any disclosable pecuniary or non-pecuniary interest which they have in any item of business on the agenda as required by the Council's Code of Conduct for Members and by the Localism Act 2011 no later than when the item is reached. Declarations are a personal matter for each Member to decide.

5. Review of the terms of reference for committees 2025-26, including any delegation of powers, and to appoint the Chairman and members to serve on the undermentioned committees

- a) Environment and Amenities
- b) Finance and General

Report of the Clerk (enclosed).

6. Appointment of any new committees

To consider the appointment of any new committees.

7. Review of procedures

1. Review and adoption of standing orders and financial regulations.
2. To authorise the Finance and General Committee to review the following:
 - a. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses;
 - b. In an election year, to make arrangements with a view to the Council becoming eligible to exercise the general power of competence in the future;
 - c. Review of inventory of land and other assets including buildings and office equipment;
 - d. Confirmation of arrangements for insurance cover in respect of all insurable risks;
 - e. Review of the Council's and/or staff subscriptions to other bodies;
 - f. Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation;
 - g. Review of the Council's policy for dealing with the press/media;
 - h. Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence.
 - i. Review of standing orders, financial regulations and risk assessment;
 - j. Review of the Council's complaints procedure;
 - k. Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation;
 - l. Review of the Council's policy for dealing with the press/media;
 - m. Review of the Council's employment policies and procedures;
 - n. Review of the Council's expenditure incurred under section 137 of the Local Government Act 1972 or the general power of competence.

8. Calendar of Council and committee meetings

To determine the time and place of ordinary meetings of the full council and standing committees up to and including the next annual meeting of the full council.

9. **Review of representation on or work with external bodies, arrangements for reporting back and appointment of representatives in respect of the following bodies:**

1. New Cut Heritage and Ecology Trail Group – one member
2. Friends of Woolston Park- one member
3. Public Rights of Way Forum – one member
4. Other bodies

10. **Co-option of members to fill vacancies in the East Ward and the West Ward**

To interview applicants who responded to the public notice to fill vacancies for members of the Council.

11. **Committee matters**

To determine matters relating to the undermentioned committees:

Environment and Amenities Committee

- a) Parish Path warden scheme – appointment of Path Warden
- b) Woolston Playing Fields – renewal of management arrangements with the Borough Council.
- c) Ranger Cabin, Woolston Park.
- d) Battery Lane Allotment site – management matters.

Finance and General Committee

- a) Review of procedures and documents – Financial Regulations and Standing Orders.
- b) Applications for grant aid.

12. **Matters of report from previous minutes**

To receive any progress reports.

13. **Policing of Woolston – community liaison report**

To consider the monthly report from the Police and determine any action.

14. **Borough Council business**

Borough Ward Councillors to report.

15. **Correspondence – consultation and information**

Clerk to report.

16. **Planning Applications**

To consider:

1. relevant planning applications and appeals submitted for comments by the Borough Council and to confirm any comments submitted since the last meeting of the Council.
2. result of any planning appeals.

17. Business raised by Council Members

To consider items raised by Members of the Council.

18. Accounts

To approve the payment of accounts.

19. Date of next meeting

To determine the date and time of the next meeting.

Part 2

Items of a confidential nature of business to be transacted or for some other special reasons stated in the resolution during which it is likely that the meeting will not be open to the public and press in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.
Nil.