

WOOLSTON PARISH COUNCIL

To Members of Woolston Parish Council

Date 12 May 2016

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WOOLSTON PARISH COUNCIL WEDNESDAY 18 MAY 2016 AT 7.30PM WOOLSTON NEIGHBOURHOOD HUB, HALL ROAD

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 and to receive the Vice Chairman's Declaration of Acceptance of Office.

3. Result of elections – 5 May 2016

Clerk to report the results provided by the Returning Officer and on the making of the declaration of acceptance of office by members. (Each councillor must make his or her declaration of acceptance of office at or before the first meeting after he or she is elected unless the Council permits it to be made at or before a later meeting. This applies also to the declaration of acceptance of office by the chair or vice chair).

4. Apologies for absence

To receive apologies for absence.

5. 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.

6. **Minutes of the previous meeting**

To confirm as a correct record the minutes of the meeting held on 13 April 2016 (enclosed).

7. **Review of the terms of reference for committees including delegation**

Report of the Clerk (enclosed).

8. **Review the Committee Structure and to appoint the Chairman and members to serve on the undermentioned committees**

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

9. **Review and adoption of Standing Orders and Financial Regulations**

To review and adopt Standing Orders and Financial Regulations.

10. **Review of other procedures**

To authorise the Finance and General Committee to review the following:

- 1. arrangements for insurance cover in respect of all insured risks
- 2. inventory of land and assets including buildings and office equipment
- 3. the Council's and staff subscriptions to other bodies
- 4. the Council's complaints procedure
- 5. the Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998
- 6. the Council's policy for dealing with the press/media
- 7. the Council's Code of Conduct
- 8. review of arrangements, including agency arrangements with other local authorities and review of contributions made to expenditure incurred by other local authorities.
- 9. Risk assessment procedures.

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

- 1. East Warrington Neighbourhood Board
- 2. School governing bodies
- 3. New Cut Heritage and Ecology Trail Group
- 4. Friends of Woolston Park
- 5. Public Rights of Way Forum
- 6. Other bodies

12. **Committee matters**

To determine matters relating to the undermentioned committees:

Environment and Amenities Committee

- a) Woolston Playing Fields – parking for users
- b) Martinscroft Village Green – traffic calming scheme
- c) Parish Path warden scheme – appointment of Path Warden
- d) Development of “old Billy” scheme.
- e) Development adjacent to Thelwall viaduct.

Finance and General Committee

- a) Training for members
- b) Applications for grant aid

13. **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. Draft calendar of meetings (enclosed).

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

To receive any progress reports.

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

To receive a report from the Police Community Support Officer.

16. **Borough Council business**

Borough Ward Councillors to report.

17. **Reports from members appointed to local bodies**

To receive reports from members on the business of the following outside bodies:

1. East Warrington Neighbourhood Board
2. School Governing bodies
3. New Cut Heritage and Ecology Trail Group
4. Friends of Woolston Park
5. Public Rights of Way Forum
6. Other bodies

18. **Correspondence – consultation and information**

Clerk to report.

19. Planning Applications

To consider relevant planning applications submitted for comment by the Borough Council and to receive a report on the submission made in respect of planning application 2016/27683 – land at Bridge Lane Industrial Estate (MR2), Woolston Weir (MR1 downstream), the rear of Weir Lane/Edward Gardens (MR1 upstream) and Thelwall Viaduct, Warrington.

20. Business raised by Council Members

To consider items raised by Members of the Council.

21. Accounts

To approve the payment of accounts.

Part 2

Items of a “confidential or other special nature” during which it is likely that the meeting will not be open to the public and press as there would be a disclosure of exempt information as defined in Section 100I of the Local Government Act 1972 - NIL