

CHESWARDINE

PARISH COUNCIL

Email: clerk@cheswardineparishcouncil.org.uk

Website: cheswardineparishcouncil.com

Telephone: [07395 316107](tel:07395316107)

6th May 2025

To: **Members of Cheswardine Parish Council**

Dear Councillor

You are summoned to attend the **Annual Meeting of Cheswardine Parish Council** which will be held on **Tuesday 13th May 2025 at 7:00pm at the Parish Hall, Podmore Road, Cheswardine, TF9 2FA.**

Yours sincerely



Wayne Salisbury - Clerk and Responsible Financial Officer

Agenda

ANNUAL MEETING

1. Election of Chair

To elect a Chair of the Parish Council for the ensuing year of 2025-26

2. Election of Vice Chair

To elect a Vice Chair of the Parish Council for the ensuing year of 2025-26

3. To receive apologies for absence

To receive any apologies for absence. Apologies for absence should be notified to the Clerk as soon as possible prior to the meeting.

4. Declarations of Interest

To receive declarations of Members' interests. Members are to disclose any pecuniary interest or non-pecuniary interest which they have in any item of business on the agenda, the nature of that interest, and in respect of pecuniary interests, to leave the meeting prior to discussion of that item.

5. Minutes of the previous meeting

To approve as a correct record the minutes of the meeting of the Council held on Tuesday, 15th April 2025 and discuss any matters arising which are not specific items on this agenda.

6. Policing Matters

To receive a report from the local PCSO and neighbourhood policing team.

7. Personnel Committee

To consider membership of the Parish Council Personnel Committee. (3 seats)

8. Support Services

To approve the ongoing appointment of JDH Business Services for internal audit services.

9. Financial Regulations

To consider the adoption of the updated financial regulations (following the revision made by NALC).

10. Standing Orders

To consider the adoption of the updated council's standing orders (following the revision made by NALC).

11. Appointment of Representatives

To consider the appointment of the following representatives.

- a) Local Joint Committee Representative
- b) NSAC / SALC Representative
- c) Parish Hall Board of Management
- d) Bus Liaison(s)

12. Public Participation.

- A period not exceeding 15 minutes for members of the public to ask questions and submit comments.
- Please submit your questions or comments to the Clerk by emailing the address above before 9 am on the day of the meeting to ensure inclusion.

13. Shropshire Unitary Councillor's report

To receive a report on any matters of interest relating to the parish. Following the report, members will be allowed, exclusively within this item, to direct any questions to Cllr Bentley specifically relating to the Shropshire Council.

14. Reports from Parish Council Representatives – To receive reports from.

- a) Parish Hall report
- b) Bus service

15. Playing Field, Playground and Car Park

To receive any updates, discuss any matters relating to and make any required decisions.

16. Highways/Environmental Health matters

To consider any issues which may impact the Parish.

17. Clerk's Report

To receive a report from the Clerk.

18. Planning (Town and Country Planning Act 1990. Sched 1, para 8)

To consider any planning applications which have been received since the publication of this agenda.

19. Authorisation of payments

To consider approval of payments for May 2025 (payment schedule to follow from the Clerk).

20. Insurance

To consider quotes for the renewal of the Council's insurance policy.

21. Budget Position 2024-25 – Reserves 2025-26

To review and approve the budget position of the Council for 2024-25 and to consider the formation of earmarked reserves.

22. Defibrillators

To receive an update regarding Parish Council-owned defibrillators and to consider any decisions relating to routine inspections of each device.

23. Community Hub

To consider any decisions relating to the use and management of the Community Hub.