

No Man's Heath & District Parish Council

Annual (First) Meeting

For the attention of all Parish Councillors

You are hereby summonsed to attend a meeting of the Parish Council on
Thursday 11th May 2023 at Bickley Coronation Hall

The meeting will proceed **from 7.00 pm (After the Annual Parish Meeting)** and will include **Public Participation**, when members of the public can raise any matter of concern to them.

AGENDA

| No. | Agenda Item | | Presented by: |
|-----|--|--|---------------|
| 1. | Apologies | With explanation | Stg Item |
| 2. | Chairman 2023-24 | To elect a chairman for the forthcoming year | Stg Item |
| 3. | Vice Chairman 2023-24 | To elect a vice chairman for the forthcoming year | Stg Item |
| 4. | Declaration of Interests | Members to declare any interest under the following categories: Pecuniary interest, Outside Bodies interest and family, friend or close associate interest | Stg Item |
| 5. | Co-option to fill Casual Vacancies | To consider co-option to fill the three casual vacancies | Stg Item |
| 6. | Public Participation | Residents may raise any parish matters of concern | Stg Item |
| 7. | Minutes | To accept the minutes for the parish council meeting held on Thursday 2 nd March 2023 (previously circulated) | Stg Item |
| 8. | Internal Procedures | To review and confirm adoption of the following:- <ul style="list-style-type: none"> • Code of Conduct • Standing Orders • Financial Regulations • Risk Assessment • To confirm appointment of Responsible Financial Officer • Registration of Interests reminder | Stg Item |
| 9. | Police | To receive report | PCSO |
| 10. | Chairman's Report & Annual Report | 10.1 To accept Chairman's Report 10.2 To agree actions regarding the Annual Report | DLS |
| 11. | Representatives Reports | To receive reports from the Councils representatives to other bodies | Cllrs |
| 12. | Special Responsibilities | To consider councillors' special responsibilities:- <ul style="list-style-type: none"> - Malpas Burial Board - Bickerton Burial Board - Footpath Officer - Cholmondeley Sports and Community Association - Planning - Neighbourhood Plan - Planters - Community Land Trust | Stg Item |
| 13. | Accounts & Payments | 7.1 Accounts:- to approve the accounts as circulated 7.2 Payments:- to consider any outstanding payments, including the following:- <ul style="list-style-type: none"> • Internal audit • Insurance • Subscriptions • CHALC Affiliation fee • HMRC | Stg Item |

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| 14. | Annual Audit for Financial Year 2022-23 | 14.1 To agree to sign the Certificate of Exemption as neither the gross income nor incurred gross expenditure exceeds £25,000.00 14.2 To agree and approve the Annual Governance Statement 14.3 To accept and approve the Statement of Accounts 2022 – 23 and Annual Return for Audit purposes:- 14.4 Internal Audit:- to receive report and agree any actions (if so required) | Stg Item |
| 15. | Planning | To accept the observations as recorded in the planning register and to consider any applications received | Stg Item |
| 16. | Summer Play Scheme | To receive update regarding the summer sports camp and agree any actions required | Clerk |
| 17. | Witney Lane / Ashford Close Speed Limit | To note report (previously circulated) | Clerk |
| 18. | Highways Steering Group | To note report (previously circulated) | TH |
| 19. | Issues Register | To note the following items on the Issues Register (previously circulated):- 23/1 Waste Bin request 23/2 Dog Bag Dispensers 23/3 Christmas Tree 23/4 Pre-Worboys road signage 23/5 Missing Sign 23/6 Dog Poo 23/7 Fly Tipping | Stg Item |
| 20. | Dog Bag Dispensers | To consider purchase of dog bag dispensers and to agree to apply for licences at locations | Clerk |
| 21. | Village Appearance / Maintenance of Assets | Planters:- to receive update and agree co-ordinator | Stg Item |
| 23. | Community Orchard | To note report (previously circulated) | Clerk |
| 24. | Defibrillator | To note report (previously circulated) and agree any action | Clerk |
| 25. | Clerk's Report | To note report (previously circulated) | Clerk |
| 27. | Correspondence | Previously circulated | Stg Item |

Stg Item:- Standing Item /

Signed *Ruth Shackleton*
Clerk to the Council

Dated 03/05/23

For regular updates please follow our Facebook page:-

No Mans Heath & District Parish Council – Online

This group is solely for keeping residents informed of Parish Council business
e.g. Agendas, Minutes, Planning Applications, Traffic, Police Updates and any PC events.

The new website for No Mans Heath and District Parish Council is:-

cheshireparishcouncils.co.uk/welcome/no-mans-heath/

Public Participation

No Mans Heath and District Parish Council welcomes public attendance at all meetings.

At the beginning of each meeting an agenda item headed Public Participation provides members of the public with the opportunity to make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

The following rules apply during the Public Participation part of the meeting:-

- The period of time designated for public participation at a meeting shall not exceed 30 minutes unless directed by the chairman of the meeting.
- Each member of the public is entitled to speak for no more than 3 minutes.
- A question asked by a member of the public during a public participation session at a meeting shall not require a response at the meeting nor start a debate on the question. The Chairman of the meeting may direct that a written or oral response be given.
- A person shall raise his hand when requesting to speak and stand when speaking (except when a person has a disability or is likely to suffer discomfort). The Chairman of the meeting may at any time permit a person to be seated when speaking.
- A person who speaks at a meeting shall direct his comments to the Chairman of the meeting
- Only one person is permitted to speak at a time.
- If more than one person wants to speak, the Chairman of the meeting shall direct the order of speaking.
- A record of a public participation session at a meeting shall be included in the minutes of that meeting.

Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is not permitted without the Council's prior written consent.