



7<sup>th</sup> May 2025

To All Members of the Audlem Parish Council:

You are hereby summoned to attend the Annual Parish Meeting of Audlem Parish Council to be held on **Thursday 15<sup>th</sup> May 2025 at 7.00pm** in the **Methodist Church, Shropshire St, Audlem, Crewe CW3 0AE** for the purpose of transacting the business below.

Sarah Windridge, Parish Clerk

**Distribution:** Councillors, Phillip Baker, Tim Brooksbank, Charles Cavill, Carl Dovey, David Jones, Ryan Jones, David Lambourne, Will Pearson and Paul Smart

#### AGENDA

**1. Election of Chairman**

To elect a chairman to serve the municipal year 2025/26

**2. Chairman's Declaration of Acceptance of Office**

The Chairman will be required to read out the declaration and sign.

**3. Election of Vice Chairman**

To elect a Vice Chairman to serve the municipal year 2025/26

**4. Vice Chairman's Declaration of Acceptance of Office**

The Vice Chairman will be required to read out the declaration and sign.

**5. Apologies for absence**

To note any apologies of absence.

**6. Declarations of Interest**

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

**7. Requests for Dispensation**

To receive requests for dispensations to speak and/or vote on any matter where a member has a disclosable, pecuniary interest.

**8. Co-Option**

To receive written applications for the office of Parish Councillor and to co-opt candidates to fill the existing vacancies of two seats.

**9. Public Session.**

Members will be asked to **RESOLVE that Standing Orders of the Council be suspended, to allow public participation in accordance with Standing Orders 3e-j.** At the end of the public session members will be asked to **RESOLVE that Standing Orders are reinstated and the meeting continues with remaining items on the agenda.**

**10. Cheshire East Ward Councillor**

To receive any updates from Cheshire East Councillor, Councillor Rachael Bailey.

**11. Report from Police Community Support Officer**

**12. Confirmation of Previous Minutes**

Members will be requested to **RESOLVE to approve the Minutes of the meeting held on Thursday 10<sup>th</sup> April 2025**

**13. Planning Applications**

a) To consider responding to planning applications

**RE: 25/1079/HOUS Householder**

**Site address:** The Cottage Hardys Lane, Cox Bank, Nantwich, Cheshire East, CW3 0EU

**Development Proposal:** Demolition of existing front porch, proposed pitched dormers to replace catslide dormers, erection of single storey rear extension and associated works

b) To review the status of planning applications

**14. Bank Reconciliation**

Members will be asked to receive a Bank reconciliation as of 31<sup>st</sup> April 2025

Copies of the corresponding bank statement will be circulated to members separately from the agenda, and hard copies of invoices/receipts will be available for inspection at the meeting by members.

Members will be asked to note that as of the 30<sup>th</sup> April 2025, the bank account balance stood at £87,622.77.

Members will be asked to **RESOLVE that the bank reconciliations for April 2025 be confirmed and that the Chair be instructed to sign.**

**15. Payments for Approval**

a) To approve payments. Members will be asked to **RESOLVE to approve a list of payments totaling £4074.51** (copy attached)

**16. Confirmation of bankers, auditors and cheque signatories**

Members to consider the current arrangements and any recommendations as listed by the Clerk/RFO:

**17. To confirm progress regarding annual accounts and audit process**

**18. Review of Parish Council asset register**

**19. Representatives on Outside Bodies**

Members to appoint representatives to the outside bodies as follows;

Village Hall	
Cheshire Association of Local Councils	

**20. Appointments to Committees** (*min 3 members, Chair is ex-officio*)

Finance & Audit Committee	
Personnel Committee	
Policy Committee	

**21. Training**

To approve training for Clerk / Councillors

**22. Annual subscriptions**

Members to consider approval of the following subscriptions to continue past current membership;

- a) Cheshire Association of Local Councils
- b) Scribe Accounts and Cemetery packages.

**23. To receive a report from the Clerk**

**24. To Consider/ Approve Terms of Reference for a Policy Working Group**

**25. Parish Matters**

- a) To consider a response to the Cheshire East Lane Rental Scheme Consultation
- b) To review an update on the Longhill Moss lease
- c) To review signage and posters throughout the village.
- d) To consider usage of the Butter Market
- e) To review community engagement within the Parish

**26. To review / approve the following policies / risk assessments**

- a) Standing Orders
- b) Financial Regulations
- c) Risk Assessment
- d) Buttermarket Usage Policy
- e) Turnpike Field Usage Policy
- f) Turnpike Field Risk Assessment

**24/173 Exclusion of the Press and Public**

It is considered in terms of Schedule 12A, Local Government Act 1972, that the following item(s) will be likely to disclose exempt information relating to the contractual and legal matters and it is therefore **RECOMMENDED** that the Council **RESOLVES that : pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded.**

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**24/174 Turnpike Field Update**

To receive any updates and consider any recommendations relating to Turnpike Field