

UTKINTON AND COTEBROOK PARISH COUNCIL
YOU ARE REQUIRED TO ATTEND A MEETING OF THE PARISH COUNCIL TO BE HELD ON
TUESDAY 9th APRIL 2019 at COTEBROOK VILLAGE HALL at 7.30pm

DEAR COUNCILLOR, PLEASE SEE SET OUT BELOW THE BUSINESS TO BE CONDUCTED AT OUR FORTHCOMING MEETING.

Anita Langford

Clerk & RFO

Date : 4th April 2019

For further information please contact the Clerk

Anita Langford, 7 The Crescent, Utkinton, CW6 0LT

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Email: utkintonandcotebrookclerk@gmail.com

A G E N D A

In accordance with the Council Standing Orders, prior to commencing the formal business of the meeting the Chairman will invite any member of the public present to raise questions and/or seek clarification in relation to relevant matters pertaining to the Council. (Time allocated – 15 minutes).

- 09.04.01 APOLOGIES FOR ABSENCE**
- 09.04.02 DECLARATIONS OF PECUNIARY INTERESTS**
- 09.04.03 MINUTES OF THE ORDINARY MEETING HELD ON 12th MARCH 2019**
- 09.04.04 MAY PARISH COUNCIL MEETING**
a) Issue of documents to current councillors should they be re-elected.
b) Earlier start due to 3 meetings being held & sign off of Accounts.
c) Election of 'officers' (Chair, Vice Chair)
- 09.04.05 VACANCY FOR PARISH CLERK**
Discussion on the replacement of the Parish Clerk & RFO.
- 09.04.06 CLERKS REPORT**
- 09.04.07 BOROUGH COUNCILLOR'S REPORT**
Councillor E Moore Dutton to report on Cheshire West matters of interest.
- 09.04.08 NEIGHBOURHOOD DEVELOPMENT PLAN (INCORPORATION FOOTHPATH PROJECT)**
To receive an update from Cllr Priestner and NDP Steering Group.
- 09.04.09 PLANNING APPLICATIONS**
a) Ref 18/02530/FUL Luddington Hill. New driveway to service new dwelling. Partial retention of temporary driveway to facilitate construction. Comment submitted 24.7.18 saying we offer no objections. CWaC expect to receive revised plans w/c 21st Jan 19– **Approved**
- 09.04.10 FINANCE MATTERS**
a) To agree accounts for payment (details to follow in correspondence summary)
b) Review & agree the Asset Register and required Insurance cover.
c) To review and accept 4th quarter 2018/19 accounts.
d) Agree the Appointment of Phil Sanders as Internal Auditor for 18/19
e) 2017/18 External Audit report
– Discuss findings from last years report & put plan in place to avoid similar situation this year.
f) 2018/19 External Audit requirements
- discussion about whether we should register as Exempt from a 'limited assurance review' – carried out by External Auditors – based on advice from Internal Audit, UCPC Chair & RFO
- 09.04.11 HIGHWAYS MATTERS**
a) Review requests to Highways
- 09.04.12 REPORTS FROM WORKING GROUPS**
a) Quarry and Greens including Quarry Wood on Tirley Lane (Cllrs Stewart and Barnes)
- Plans to clear Cotebrook Greens prior to hand back to United Utilities & CWaC
b) Plans for a grant-aided 'Forest School' in the Quarry Wood (Cllr. Hughes)

- 09.04.13** **COMMUNITY INFRASTRUCTURE LEVY**
Discussion on how the March 19 payment of £514.50 can be spent.
- 09.04.14** **WEBSITE/COMMUNICATION/NEWSLETTER**
To receive a report from Cllr Tunney.
To receive a report on Open Reach from Cllr Hughes.
- 09.04.15** **COMMUNITY TRANSPORT**
Update from Cllr Tunney
- 09.04.16** **CORRESPONDENCE**
a) Clerk to report to date (details to follow in summary)
- 09.04.17** **COUNCILLORS UPDATE ON PARISH COUNCIL ISSUES**
- 09.04.18** **DATE OF NEXT MEETING**
The next meeting of Utkinton and Cotebrook Parish Council will be held on Tuesday 14th May at 7.00pm at Utkinton Village Hall.