

# TILSTON PARISH COUNCIL

Email: clerk@tilstonparishcouncil.co.uk  
Website : www.tilstonparishcouncil.co.uk

2nd May 2024

Dear Councillor

You are hereby summoned to attend the **ORDINARY MEETING** of the Tilston Parish Council to be held on **Thursday, 9th May 2024 at 7.00 pm at Tilston War Memorial Hall** where the undermentioned business is to be transacted.

Yours faithfully

*M Clough*

Mrs M Clough  
Parish Clerk and Responsible Financial Officer

## AGENDA

### 1. APPOINTMENT OF CHAIR

To appoint a Chair of the Parish Council for the 2024-2025 Municipal Year.

### 2. APPOINTMENT OF DEPUTY CHAIR

To appoint a Deputy Chair of the Parish Council for the 2024-2025 Municipal Year.

### 3. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

### 4. DECLARATIONS OF INTEREST

To receive any declarations of personal and prejudicial interests from Members of the Parish Council on matters to be discussed at the Meeting.

### 5. MINUTES

The Minutes of the proceedings of the Meeting of the Parish Council held on 14<sup>th</sup> March 2024 to be approved as a correct record and signed by the Chair of the Parish Council. (Minutes circulated).

### 6. REPORT OF COUNCILLOR WADDELOVE - CHESHIRE WEST AND CHESTER COUNCILLOR

Councillor Waddelove to report on matters pertinent to the Parish.

### 7. PUBLIC FORUM

To receive any questions from Members of the Public relating to matters on this Agenda. The Open Forum will not exceed a maximum of 15 minutes in duration.

### 8. APPOINTMENT TO ROLES AND RESPONSIBILITIES

To appoint Members of the Parish Council to lead on the following matters: \_

- (i) Tilston War Memorial Car Park
- (ii) Hill Field
- (iii) Highways Matters
- (iv) Planning Matters
- (v) Asset Register – to physically check the assets every September
- (vi) Risk Assessment – to be updated annually in May

## **9. 2023-2024 ACCOUNTING AND GOVERNANCE STATEMENTS**

To consider and approve the following:-

### **(i) AGAR Statement of Exemption 2023-2024**

To authorise the Clerk and Responsible Financial Officer to submit a Statement of Exemption to the External Auditor for the 2023-2024 Financial Year.

### **(ii) Section 1 - Annual Governance Statement 2023-2024.**

Copy circulated.

### **(iii) Section 2 – Accounting Statements 2023/24**

Copy circulated.

To note the following and discuss any recommendations for improvement:-

### **(iv) Annual Internal Audit Report 2023-2024**

Copy circulated.

### **(v) Detailed Internal Audit Report 2023-2024**

Copy circulated.

## **10. CAR PARK AT REAR OF VILLAGE HALL**

Mr Simon Kettle and Councillor Kenny to report:

- (i) Quotation Received – AmenityTree Quote circulated
- (ii) Sketch Plan on initial proposals circulated

## **11. PLANNING MATTERS**

Feedback from Councillor Eddleston to be considered for the following planning applications:-

- (i) 24/00952/TEL - the telephone mast on Stretton Hall Lane
- (ii) 24/00862/FUL – Stone Haven, Long Lane, Tilston
- (iii) 24/00890/FUL – Stone Haven, Long Lane, Tilston
- (iv) 24/00252/FUL - 5 Holly Terrace

Further information is available at the following link [Simple Search \(cheshirewestandchester.gov.uk\)](https://www.cheshirewestandchester.gov.uk)

## **12. BUDGET AND FINANCE**

To consider and approve a report of the Clerk and Responsible Financial Officer (Report circulated).

## **13. WELCOME SPACE PROJECT**

To receive an update report from Councillor Kenny.

## **14. HIGHWAYS MATTERS**

Councillor Roberts to report.

## **15. REPORTER ARTICLE**

Members to agree articles for the Reporter and to ensure they are forwarded to Councillor J Horner.

## **16. PARISH COUNCIL VACANCIES**

The Chair to report.

## **17. URGENT ITEMS**

To consider any other items which the Chair of Council Business (or other person presiding) is of the opinion shall be considered as a matter of urgency.