

TILSTON PARISH COUNCIL

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

5th September 2024

Dear Councillor

You are hereby summoned to attend the **ORDINARY MEETING** of the Tilston Parish Council to be held on **Thursday, 12th September 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. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. 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.

3. MINUTES

The Minutes of the proceedings of the Meeting of the Parish Council held on 4th July 2024 to be approved as a correct record and signed by the Chair of the Parish Council. (Minutes circulated).

4. 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.

5. CAR PARK AT REAR OF VILLAGE HALL

Mr Simon Kettle and Councillor Kenny to report. Documents circulated.

6. PARISH COUNCIL INSURANCE

Members to note that the Parish Council Insurance has been renewed.

7. GOVERNANCE DOCUMENTS 2024-2025

The Parish Council to approve the following Governance documents:- (Documents circulated)

- (i) Standing Orders – 2024-2025
- (ii) Financial Regulations – 2024-2025
- (iii) Retention of Documents Policy – 2024-2025
- (iv) GDPR Policy – 2024-2025

8. RISK ASSESSMENT 2024-2025

To consider and approve the 2024-2025 Risk Assessment. (Document circulated)

9. ASSET REGISTER 2024-2025

To consider and approve the 2024-2025 Asset Register.

10. OAK TREE PLANKS

To consider the sale of oak tree planks for the sum of £80.00

11. HILLFIELD

To retrospectively approve the attached letter regarding work to Hillfield Pond.

Councillors Horner and Roberts to further update on progress to the project.

12. PLANNING MATTERS

To consider any feedback from Councillor Eddleston for any planning applications.

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

13. BUDGET AND FINANCE 2024-2025

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

14. HIGHWAYS MATTERS

Councillor Roberts to report.

15. VE-DAY 2025

To note that Councillor Eddleston is progressing arrangements for celebrating VE Day 2025 (Thursday, 8th May 2025)

16. REPORTER ARTICLE

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

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.