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8<sup>th</sup> May 2025

Dear Councillor

You are hereby summoned to attend the **ANNUAL MEETING** of Mollington Parish Council to be held on **Thursday, 15<sup>th</sup> May 2025 at 7.30 pm at St. Oswald's Primary School, Mollington**, where the undermentioned business is to be transacted.

Yours faithfully

Mrs M Clough  
Parish Clerk and Responsible Financial Officer

### **AGENDA**

**1. APPOINTMENT OF CHAIR**

To appoint the Chair of Mollington Parish Council Business for the 2025/2026 Municipal Year

**2. APPOINTMENT OF DEPUTY CHAIR**

To appoint the Deputy Chair of Mollington Parish Council Business for the 2025/2026 Municipal Year

**3. APOLOGIES FOR ABSENCE**

To receive any apologies for absence from Members of the Parish Council

**4. DECLARATIONS OF INTEREST**

To receive any declarations of interest from Members of the Parish Council

**5. MINUTES**

The Minutes of the proceedings of the Meeting of the Parish Council held on 20<sup>th</sup> March 2025 be approved as a correct record and signed by the Chair of the Parish Council (or other person presiding). Minutes attached.

**6. PUBLIC FORUM**

To consider any questions raised by Members of the Public.

**7. APPOINTMENT TO ROLES AND RESPONSIBILITIES**

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

- (i) Highways Matters
- (ii) Planning Matters
- (iii) Asset Register – to physically check the assets every September

**8. 2024-2025 ACCOUNTING AND GOVERNANCE STATEMENTS**

To consider and approve the following documents (circulated with Agenda):-

- (i) **AGAR Statement of Exemption 2024-2025**
- (ii) **Section 1 - Annual Governance Statement 2024-2025**
- (iii) **Section 2 – Accounting Statements 2024/25**

To receive the following documents (circulated with Agenda):-

- (iv) **Annual Internal Audit Report 2024-2025**
- (v) **Detailed Internal Audit Report 2024-2025**

**9. GOVERNANCE 2025-2026**

To approve the following Governance Documents for 2025-2026 (Documents circulated):-

- (i) Standing Orders 2025-2026
- (ii) Financial Regulations 2025-2026
- (iii) Councillor Code of Conduct 2025-2026
- (iv) GDPR Policy 2025-2026
- (v) Retention of Documents Policy 2025-2026
- (vi) Publication Scheme 2025-2026
- (vii) Risk Assessment 2025-2026

**10. FINANCE AND BUDGET 2025-2026**

Report of the Clerk and Responsible Financial Officer circulated.

**11. HYPNET PROJECT**

Councillors Crowe and Jones to update the Parish Council on the latest plans.

**12. WARD COUNCILLOR'S BRIEFING**

To receive an update from Councillor Eardley on matters relating to the Parish.

**13. PLANNING**

The Parish Council to consider the following planning matters:-

- **New Planning Application/s**
- **Decided Planning Application/s**

**14. NEWSLETTER**

Councillor Wells to report.

**15. WEBSITE DEVELOPMENT**

Councillor Wells to report.

**16. PLAN FOR 2025-2026**

Councillor Wells to report.

**17. CIL REPORT 2024-2025**

Members to note that the Clerk has provided the statutory update report to Cheshire West and Chester Council, and has uploaded the report onto the website. (Report circulated).

**18. WEED SPRAYING**

Further to Minute 13 of the last meeting, the Parish Council to receive an update from Councillor Crowe on weed spraying.

**19. CIL MONIES**

Further to Minute 14 of the last meeting, Members to discuss the progress of the following purchases from the CIL monies:-

- (i) The purchase of a Notice Board for Grove Road, from Greenbarnes, in the sum of £2,500.00
- (ii) 2 planters in the sum of £1,200

**20. UNITY TRUST BANK**

To approve two additional signatories for the Unity Trust Bank Account.

**21. 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.

**22. DATES OF MEETINGS**

To approve the following dates for meetings of the Parish Council for the 2025-2026 Municipal Year (all to held at 7.30 pm at St. Oswald's Primary School, unless otherwise agreed)

- Thursday, 17<sup>th</sup> July 2025
- Thursday, 18<sup>th</sup> September 2025
- Thursday, 20<sup>th</sup> November 2025
- Thursday, 15<sup>th</sup> January 2026
- Thursday, 19<sup>th</sup> March 2026
- Thursday, 21<sup>st</sup> May 2026