

**GREAT BUDWORTH PARISH COUNCIL**  
**AGENDA for ANNUAL PARISH COUNCIL MEETING**

**To be held on Monday 9<sup>th</sup> May 2022**

To members of the Great Budworth Parish Council

1<sup>st</sup> May 2022

You are hereby summoned to attend the Annual Parish Council Meeting to be held at 7.00pm on **Monday 9<sup>th</sup> May 2022** in the Parish Hall, Great Budworth.

Members of the public and press are welcome to attend. Members of the public may make representations to the Council under item 11 according to the Council's Standing Orders. Please contact the Acting Chairman, Anna Lee, for meeting details.

Anna Lee

Acting Chairman, Great Budworth Parish Council

**AGENDA**

**1. ELECTION OF CHAIRMAN 2021-2022**

**2. ELECTION OF VICE CHAIRMAN 2021-2022**

**3. WELCOME & ATTENDANCE** To welcome attendees and record attendance.

**4. APOLOGIES** To accept apologies for absence.

**5. DECLARATIONS OF INTEREST**

**6. APPOINTMENTS**

i) To agree terms of reference (See <https://greatbudworth.com/documents/policies/>), membership, Chair and Vice-chair of

- Planning Committee
- Finance Committee
- Staffing Committee
- Risk Assessment Committee

ii) To agree appointments to Local Organisations

- Bowling Club
- Tennis Club
- Heritage Society
- Parish Hall
- Other 2

**7. PORTFOLIOS**

To agree Councillors who will lead on specific matters of business, attend related external meetings and report back to Council with regard to

- Manchester Airport

- HS2
- Parish Council Website
- Health & well-being
- Other

## **8. POLICIES**

To review and adopt for 2022-23 the following Parish Council Policies

- Standing Orders <https://greatbudworth.com/wp-content/uploads/2019/05/13.05.19-GreatBudworth-Parish-Council-Standing-Orders.pdf>
- Financial Regulations (updated link to follow)
- Code of Conduct <https://greatbudworth.com/wp-content/uploads/2019/05/13.05.19-GreatBudworth-Parish-Council-Code-of-Conduct.pdf> Other existing policies to be reviewed at intervals throughout the year.

## **9. ASSETS**

- To receive a report on plans to update 2019 Parish Asset Report (Appendix to follow)
- To approve report explaining the differences between how assets are valued in the above report and Annual Governance and Accountability Return (AGAR) (Appendix to follow)
- To discuss insurance of Assets.

## **10. RISK ASSESSMENT**

To consider and approve the revised and updated Risk Assessment (Appendix to follow)

## **11. REPRESENTATIONS FROM THE PUBLIC**

To hear representations from the public.

## **12. UPDATE FROM CWAC COUNCILLORS**

## **13. FINANCIAL MATTERS** *(please note: all appendices are to follow)*

- To approve payments (details to follow)
- To review and approve the budget for end of year 2021-22
- To receive and respond to Internal Audit Report
- To approve and sign the Annual Governance and Accountability Return AGAR 20/21 Part 2

## **14. MINUTES OF PREVIOUS MEETINGS**

- To approve the minutes of the Ordinary Parish Council Meeting held on Monday 7<sup>th</sup> March 2022

## **15. MATTERS ARISING FROM PREVIOUS MINUTES**

To review action points and receive updates on progress in respect of:

- To consider quotations received in respect of work to top pumphouse trees
- Priority 2 tree work following tree risk assessment
- Bowling green and tennis club lease
- Queen's platinum jubilee celebrations