



ELTON PARISH COUNCIL

COUNCIL SUMMONS

Dear Member

You are HEREBY SUMMONED to attend the Annual General Meeting of the Parish Council to be held in **ELTON COMMUNITY CENTRE** on **MONDAY 24 MAY 2021** at 7.00pm for the purpose of transacting the business set out on the agenda below.

Parish Clerk

18 May 2021

Members of the public and the press are welcome to attend for the “Part 1” section of the agenda.

Any reports in "Part 2" contain confidential information and only Councillors and the Parish Clerk can be present.

If you have any general enquiries about the meeting, please contact Tracey Bellis, Clerk to the Parish Council at parishclerk@eltonparishcouncil.co.uk

AGENDA Part 1

People present

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**
- 3. CHAIRS REPORT**

The Chair's report reflecting on the previous 12 months.

- 4. ELECTION OF CHAIRMAN**
- 5. APPOINTMENT OF VICE-CHAIRMAN**
- 6. PUBLIC SPEAKING TIME**
- 7. MINUTES**

To confirm the minutes of the meetings held on 12 April 2021 as a correct record.

- 8. FINANCE**

(1) To note/approve payments made in April 2021

Date	For	Amount
06.04.21	HMRC (for March payroll)	£230.88
07.04.21	Elton Community Centre (refund of overcharge for CCTV equipment)	£213.90
12.04.21	Came & Company Insurance	£786.55
15.04.21	Staff Salaries	£1583.69
15.04.21	HMRC (for April payroll)	£231.28
15.04.21	Clerk's Expenses	£34.00
22.04.21	Peninsula Business (Notice period is)	£131.56
Total		£3211.86

- (2) Income April 2021 - £44,465.00 - Precept 2021/22 received from Cheshire West & Chester Council.
- (3) Balance in Bank as at 30 April 2021 £42,922.90

9. PLANNING

- (1) **Applications** received by CWAC since the last meeting of the Parish Council

1/01569/FUL	109 Parkland Drive Elton Chester Cheshire CH2 4QE - Single storey side and first floor side extension, single storey rear extension - Closing date for comments 1 June 2021
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- (2) **Decisions** made by CWAC since the last meeting of the Parish Council

20/04642/FUL	23 The Paddock Elton Chester Cheshire CH2 4PT - Two storey and first floor rear extension – Approved
20/04466/FUL	4 Mimosa Close Elton Chester Cheshire CH2 4RX - Single storey side extension, single storey rear extension - Approved

- (3) **Appeals** made to CWAC since the last meeting of the Parish Council

None	
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- (4) **Appeals** made to the Planning Inspectorate

None	
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10. POLICE REPORT

To receive the Police Report for Elton since the last meeting of the Parish Council from either the PCSO or Cllr Lockhart who is the Police Liaison.

11. REPRESENTATION OF OUTSIDE BODIES

To appoint Councillors to represent the Parish Council on the following bodies:

- Protos Community forum
- Elton Community Centre
- Encirc Glass
- Essar
- CF Fertilisers
- Elton Allotments
- Elton Primary School
- Elton Scouts
- Local Churches
- Helsby and Elton Medical Centre
- Local Shops
- Police Liaison
- Parish Council Weekly Surgeries

12. RESPONSIBILITY FOR AREAS OF WORK

To allocate responsibility for the following areas of work:

- Eco Working Group
- Finance Working Group
- Planning Working Group
- Website/Social Media/Newsletter
- Children's Play Area
- Dog Parks
- Parish Field
- Jubilee Field Committee Members
- Legal and Policies Working Group
- Public Transport Working Group
- Community Events Working Group
- Fundraising Working Group

13. PLANTERS

A quote has been received from Elton Gardener's Association for the restocking of the planters at £30 per planter for the year = 11 x £30 = £330. This breaks down to 3 of the planters require 1 large plant to replace what was there, all the planters will have summer bedding plants. In October tulip bulbs will be planted in all the planters to add colour in the Spring, along with winter pansies to replace the summer plants.

To resolve to pay Elton Gardener's Association £330 for the restocking of the planters.

14 PURCHASE OF FILING CABINET

To resolve to purchase a small filing cabinet for storage of Parish Council files at the Clerk's home at £79.99.

AGENDA Part 2 – Matters to be considered in the absence of the Press and Public

15. PROCEDURES FOR GRANTS AND LOANS TO OTHER ESTABLISHMENTS

- (i) To discuss the procedures for offering grants and loans to other organisations.
- (ii) To discuss declaration of interests and when these should be made.
- (iii) To discuss the close links between Parish Councillors and those who are both on the Parish Council and Trustees of the Community Centre.

17. DATE AND TIME OF NEXT MEETING

Monday 14 June 2021 at 7.00pm in Elton Community Centre