

**ACTON BRIDGE PARISH COUNCIL**

**Clerk to the Council – Mrs C Robinson**

25, Weaverham Road, Sandiway CW8 2NJ Email:clerk@actonbridgeparishcouncil.org

NOTICE IS HEREBY GIVEN THAT A MEETING OF ACTON BRIDGE PARISH COUNCIL  
WILL BE HELD AT THE PARISH ROOMS, ACTON BRIDGE ON  
TUESDAY 13<sup>TH</sup> MAY 2024 COMMENCING AT 7.15PM

*All councillors are hereby summoned to attend.*

*Public and Press are welcome to attend, please contact the Clerk to the Council for information on attending the meeting and any restrictions that may be in place at the time*

**AGENDA**

1. Apologies: To receive with explanation, apologies for absence.
2. Declarations of interest
3. PCSO Update
4. Public Open Forum
  - a. Members of the public are invited to address Councillors and table issues of concern.
5. To approve and sign minutes of:
  - a. the Parish Council meeting held on 7<sup>th</sup> April 2024
6. Planning & Enforcement
  - a. Planning Applications for review and decision on comments to be submitted:
    - i. Review and decisions on any additional applications notified to the Parish Council prior to the council meeting on 13<sup>th</sup> May 2024
  - b. Planning decisions
  - c. Enforcement and Appeals for review and decision on any comments to be submitted
    - i. Review and decisions on any further enforcement notices notified to the Parish Council prior to the council meeting on 13<sup>th</sup> May 2024
7. Discussion and decisions on actions for recruitment of the 2 Parish Council Vacancies
8. Discussion and decisions on actions for recruitment of Parish Council Clerk
9. Review and decision on the number of annual Parish Council meetings
10. Updates on actions from previous Parish Council Meetings (not on this agenda)
11. Financial Matters
  - a. Authority for signing cheques:
    - i. Jo O'Donoghue £250 – Internal Audit fee
    - ii. Any other cheques brought to the attention of the Parish Council prior to 13<sup>th</sup> May 2024
  - b. Parish Council Balances to date
  - c. Review and response to the results from the Internal Auditor, on the Acton Bridge Parish Council Accounts 2023/24
  - d. Review and decision on approval of the submission of the Acton Bridge Parish Council Annual Governance and Accountability Return 2023/24 Form 2
12. Receive report(s) from Cheshire West & Chester Ward Councillors
13. Reports from other meetings
14. Correspondence
15. AOB
16. Date of next meeting