

# Halton Holegate with Halton Fenside Parish Council

12<sup>th</sup> May 2023

Dear Councillor,

You are hereby summoned to attend the Annual Meeting of the Council to be held at Halton Holegate Methodist Chapel, Station Road, Halton Holegate, **on Thursday 18<sup>th</sup> May 2023 commencing at 7:00pm.**

At the discretion of the Chairman, those members of the public residing or working within the council's boundary, will be invited to make representations or ask questions in respect of the business on the agenda or other matters concerning the parish. A maximum of 3 minutes per person is allowed, or 15 minutes overall. If time allocated is not required, the Council will go into formal session.

*Jack*

Jack Sargent  
Parish Clerk

## AGENDA

1. To receive signed Declarations of Acceptance of Office by all Councillors and Register of Interests Forms.
2. To elect a Chair of the Council for the forthcoming term of office.
3. To receive the Declaration of Acceptance of Office of the elected Chair.
4. To elect a Vice-Chair of the Council for the forthcoming term of office.
5. To receive the Declaration of Acceptance of Office of the elected Vice Chair.
6. Public Forum  
To resolve to suspend the meeting for a maximum of 15 minutes to allow members of the public to make representations or to ask questions.
7. Apologies for Absence.  
To receive and accept apologies where valid reasons for absence have been given to the Parish Clerk prior to the meeting.
8. Declarations of Interest.  
To receive declarations of interest under the Localism Act 2011 - being any pecuniary interest in agenda items not previously recorded on Member's Register of Interests and any written request for dispensation.
9. To appoint members to Committees of the Council
  - a. Personnel and Staffing Committee
  - b. Grievance Committee
10. To appoint members to serve as the Parish Council's representatives to outside bodies:
  - a. Halton Holegate & Alice Audley Jackson Trust
11. To appoint members to serve on additional responsibilities groups.
  - a. Agriculture, Water and Wildlife management including Tree Warden.

- b. Development and Planning
  - c. Footpaths
  - d. Finance
  - e. Safeguarding Lead
  - f. Website
12. To confirm the minutes of the Council meeting held on Thursday 9<sup>th</sup> March 2023.
13. To approve the list of accounts submitted for consideration.
- a. February
  - b. March
  - c. April
14. To receive an updated Bank Reconciliation
- a. February
  - b. March
  - c. April
15. To approve outstanding invoices to be paid.
- a. Zurich Insurance
16. To consider changing and formally recognising the name of the Parish Council to Halton Holegate with Halton Fenside Parish Council.
17. To receive updates from District and County representatives and to discuss community matters which need referring to them for response.
18. To receive a report from the Clerk.
19. To receive notification of any planning permissions, refusals, withdrawals, or amendments.
- a. Housing Development on Halton Road - 600 houses.
  - b. Planning Permission Request - S/165/02462/22 - land north of Halifax Farm, Halton Road
  - c. Planning Permission Request - S/072/00623/23/DC - Brandywell Barn, 5 pinfold lane
  - d. Planning Permission Request - S/165/00665/23 - Halifax Farm, Halton Road
  - e. Amendment - S/072/0758/23 - Hawthorne House, Northorpe Road
  - f. Planning Permission Granted - S/072/00452/23 - The Old Hall Residential Care Home, Northorpe Road
20. To receive an update on highways, footpaths, and road closures.
- a. To consider the problems with parking on Station Road including complaint received from parishioner.
21. To receive a final update on the King's Coronation Celebration event.
22. To consider agenda items for the next meeting.
23. To confirm the date of the next meeting.
24. To resolve to exclude the public and media to discuss confidential matters in accordance with The Public Bodies Act 1960.
25. To consider and approve staffing matters.