



Dear Councillor,

5 May 2009

You are hereby summoned to a meeting of the Annual Meeting of **Tarporley Parish Council** to be held in the **Community Centre Committee Room** on **Monday 11th May 2009** at **7.00 pm** for the purpose of transacting the following business

Yours faithfully
SIGNED

John Macdonald (Clerk to the Council)

AGENDA

(Regular Council Meeting open to the public)

1. Open Forum: residents are invited to discuss any affairs affecting the Parish.
2. Start of formal business: The outgoing Chairman to open the meeting. Election of the Chairman and Vice-Chairman for the coming year and for the Chairman's to sign the Chairman's acceptance of office.
3. Apologies: To receive apologies and reasons for absence.
4. Declarations of interest: To receive any declarations of interest from Councillors
5. To approve and sign the minutes of the meeting of the 6th April 2009.
6. Councillors to confirm that their registers of interests are up to date.
7. To elect members to the Planning Committee and Cemetery Committee and to elect or confirm members of the following Working Groups & Councillors with special responsibilities. Infrastructure, Street Scene, Finance, Affordable Housing, Communications, Quality.
8. To review (and if necessary amend) and confirm the following Standing Orders, Council Standing Orders, Financial Standing Orders, Planning Standing Orders, Cemetery Standing Orders. And confirm the contract terms and conditions statement.
9. To confirm the Clerk as Proper Officer and Responsible Financial Officer.
10. To agree who will attend external meetings
11. To receive the updated Parish Council surgery list
12. To receive an update on matters resolved at earlier meetings not on this Agenda.
13. PLANNING: a) To agree TPC planning comments on the following under TCPA 1990 Sch1 s8:

APP No	Location	Proposal
09/00594/FUL	13 Burton Ave	Single storey extn

To agree T.P.C. planning or licensing comments on plans or documents circulated too late to be listed above.

- b) To note comments made between meetings by the Clerk under delegated authority
- c) To receive VRBC decisions and review appeals and enforcement.

14. The receive written reports on last years activities from the Chairman, Cemetery Committee, working group spokespersons, lead councillors and the Clerk's financial report for editing and consolidation by the Clerk to form the Annual Report of the Parish Council.
15. Play Area Reserve: To consider increasing the play area reserve to cover the possible replacement costs of play surfaces or the likeliest equipment to require replacement in the medium term.
16. St Helen's Church Tower Restoration Fund: To consider making a donation towards the estimated cost of £110,000 for essential repairs to the tower of this historic local landmark and tourist attraction.
17. Grant Procedure: To consider adopting a formal procedure as per the attached proposal.
18. Parish Council Website: To consider putting out to tender the design and maintenance of the website.
19. Bus shelters: To agree which two locations should be proposed to have shelters funded by the S106 money from the new shops as per earlier correspondence with CCC.

- 20. ACCOUNTS:** a) To receive and approve the attached Councillor's expenditure and income statements.
 b) To approve the following accounts for payment

J Macdonald	Net Wage Apr. (under LGA 1972, s112)	620.96
J Macdonald	Office expenses Apr. (under LGA 1972, s111, s133)	49.56
J Macdonald	Carnival Programme advert (under LGA 1972, s142)	80.00
G Fowles	Handyman Apr. (under HA 1980, s43, 50,96,144, LGA 1972 s214	202.00
-	PCA 1957 s1)	-
Aries	Bus Hire Apr. (under LGRA 1997, s27)	na
G Steele	Street Cleaning Apr (under LGA 1972, s137) standing order	300.00
R Johnson	Footpaths Apr (under HA 1980, s43, 50, 96)	361.00
Community Centre	Room Hire Apr (under LGA 1972, s133)	na
ETC Grass Machinery	Mower hire for cemetery (under LGA 1972, s214 (2))	172.50
JDH Business Services	Internal Audit (under ACA 1998 s7)	170.40
Spotcheck Valeting Ltd	Cleaning teen shelter (under LG (MP) A 1976, s19)	30.00
Allianz Cornhill	Annual Insurance premium (under LGA 1972, s140, s111)	na

c) To receive and approve claims for Parish Plan expenses.

d) To confirm that the bank mandate to be updated to remove the listing of councillors who have left the council since the mandate was signed.

e) To note a clean report on the annual audit by the internal auditor JD Henry and to note the recommendations to increase the fidelity insurance and to amend the bank balance on the annual return to take account of an un-cleared cheque have been implemented.

21. Infrastructure, Street Scene and Publicity

- a. To report any Infrastructure group matters for noting or action.
 - i. To receive the latest meeting notes.
- b. To report any Street Scene group matters for noting or action.
- c. To agree the responsibility and theme for the next Tarporley Talk article.

22. Correspondence and Any Other Business: for information only or to be placed on the next agenda.