



Marbury and District Parish Council

Deborah Foulkes
Clerk to the Parish & District Council

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Dear Councillor,

You are summoned to attend the following Marbury and District Parish Council Meeting:

DATE AND TIME Thursday 10 April 2025 at 7.30pm

A copy of the Agenda is set out below.

Deborah Foulkes
Clerk and Financial Responsible Officer to Marbury and District Parish Council



Meeting of Marbury and District Parish Council
Thursday 10 April 2025 at 7.30pm based at Marbury Village Hall

AGENDA

1. Welcome and Introductions

Chair's opening remarks and introduction to the meeting.

2. Apologies for Absence

To receive apologies for absence from councillors unable to attend.

3. Declarations of Interest

Councillors are invited to declare any interests on items listed in the agenda.

4. Public Forum

A session for members of the public to raise issues or ask questions relevant to the Parish Council.

5. Reports

County Councillor's Report: Updates and news from the Cheshire East Council representative.

6. Minutes of Previous Meeting

To approve the minutes of the meeting held on 13 January 2025.

7. Matters Arising from the Previous Minutes

An update on action points from the previous meeting.

- Road Safety and Parking near The Swan Inn (Item 53.5) (To be discussed/followed up further)
Neighbourhood Plan Update (Item 56) (To be discussed/followed up further)
- Parish Council Facebook Page (Item 58) (In progress)
Further discussion required to move forward. (In progress).
- Proposal to Change Banking Provider (In progress)
- To change to Unity Banking due to the closure of the current TSB branch in May.

8. Regular Reports and Updates

- **Police Update:** Latest information and crime reports relevant to the parish.
- **Church Update:** Updates regarding local church events or issues.
- **Cemetery Update:** Status of Whitchurch Cemetery, including maintenance or operational issues.
- **Grounds Maintenance and Tree Inspection:** Summary of ongoing and upcoming work in parish grounds.
- **Highways and Roads Update:** Issues relating to highways, Fix My Street reports, road safety, and sewage matters.
- **Other Parish Matters:** Discussion of additional matters affecting the parish ward, including the SPEN Way leave Agreement and its approval.
- **Training and Development :** Identifying training opportunities for councillors and staff to support their roles effectively.
- **Environmental and Sustainability Matters:** Consideration of environmental initiatives, such as community clean-up events, biodiversity projects, or sustainability policies.
- **Neighbourhood Community Infrastructure Levy (NCIL) payment**

9. Planning Matters

- **New Applications**
Review of applications received since the previous meeting, as of 05 May 2025
- **Pending Decisions**
Applications discussed in prior meetings, awaiting decisions as of 05 May 2025
- **Recent Decisions**
Applications decided since the last meeting - none.

10. Clerk's Report and Correspondence

- Update on recent correspondence and administrative matters.
 - Notification regarding the appointment of the External auditors for 2024/25.
 - New procurement legislation

11. Financial Affairs

11.1 Review of Transactions

Approval of financial transactions since the last meeting, including a summary of payments and receipts.

2024/25 transactions

| Date | Reference | Payee | Detail | VAT | Total Amount |
|-------------|------------------|---------------------|-------------------------|------------|---------------------|
| 3/12/2024 | 188 | HMRC | clerks december pay | 0.00 | 55.00 |
| 3/12/2024 | 189 | D Foulkes | clerks december pay | 0.00 | 230.31 |
| 3/12/2024 | 360 | Avow | December Payroll | 0.00 | 19.50 |
| 1/01/2025 | dd | service charge | bank charges | 0.00 | 5.00 |
| 13/01/2025 | 190 | D Foulkes | Clerks pay January | 0.00 | 230.11 |
| 13/01/2025 | 191 | HMRC | HMRC January | 0.00 | 55.20 |
| 13/01/2025 | 192 | community heartbeat | defibrillator | 20.00 | 120.00 |
| 1/02/2025 | dd | service charges | bank charges | 0.00 | 5.00 |
| 22/01/2025 | dd | PWLB Loan | Play area loan | 0.00 | 1,460.36 |
| 7/2/2025 | 193 | D Foulkes | february pay | 0.00 | 237.11 |
| 7/2/2025 | 194 | hmrc | hmrc february | 0.00 | 55.00 |
| 1/3/2025 | dd | service charges | bank charge | 0.00 | 5.00 |
| 7/2/2025 | 195 | St Michael's Church | Parish Council magazine | 0.00 | 350.00 |
| 8/3/2025 | 196 | chester solutions | hosting/emails | 0.00 | 287.00 |

11.2 Income Received:

- Neighbourhood Community Infrastructure Levy (NCIL) payment - period 01 April 2024 to 30 September 2024 totalling £1152.00.
- VAT return submitted electronically 31st March 2025 totalling £126.
- 01/04/2025- Parish Precepts Payment £4500.00

12. Annual Accounts

12.1 Authorisation for the issuance of accounts for submission to the Internal Auditor, including:

- Detailed Statement of Accounts for 2024-2025.
- Annual Governance and Accountability Return (AGAR).

12.2 Approval to opt for exemption from an external audit, as income and expenditure do not exceed £25,000, in accordance with regulations pertaining to PKF Littlejohn LLP. The Parish Council is asked to authorise the issue of the accounts for submission to the Internal Auditor.

13. The Parish Council to review and approve the following:

13.2 Updated Asset Register 2024/25

14. Any Other Business

Opportunity for councillors to raise items not covered in the agenda.

15. Date of Next Meetings

- Monday, 12 May 2025 (AGM)

To set the meetings for the forthcoming year.

16. Any Other Business

An opportunity for councillors to raise items not covered elsewhere in the agenda.