



Marbury and District Parish Council

Deborah Foulkes
Clerk to the Parish & District Council
E-mail: Clerk@marburyanddistrict.org.uk

Dear Councillor,

You are summoned to attend the following:

- Annual Parish Meeting
DATE AND TIME 15 May 2025 at 7pm
- Parish Council Annual General Meeting
DATE AND TIME 15 May 2025 at 7.30pm

A copy of the Agendas are set out below.

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Clerk to Marbury and District Parish Council



Parishes of Marbury, Norbury and Wirswall

Annual General Meeting 2025

7.00pm Monday 15 May 2025 at Marbury Village Hall.

AGENDA

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1. Apologies for Absence

To be submitted to the Clerk or Chair prior to the meeting.

2. Chairman's Welcome and Annual Report

Opening of the meeting and a review of the past year.

3. Reports from Local Organisations

Including representatives from the Women's Institute, Village Hall, Church, and Police.

4. Other Reports / Guest Speakers

5. Election of Chairman

To elect a Chairman to serve until the next Annual Meeting in 2026.

The Declaration of Acceptance of Office will be signed, and the newly elected Chairman will chair the remainder of the meeting.

6. Election of Vice-Chairman

To elect a Vice-Chairman to serve until the next Annual Meeting in 2026.

Declaration of Acceptance of Office to be signed.

7. Approval of Minutes

To approve the minutes of the Annual General Meeting held on 20 May 2024.

8. Appointments to Outside Bodies

- **Police Cluster Meetings**
- **Pan Parish Highways Group**
- **Cemetery Board**
- **Village Hall Committee**

9. Agreement of Meeting Dates for 2025–26 (All at 7:30 PM, Marbury Village Hall):

Suggested dates (availability of Councillors/venue to be confirmed)

- a. July: Monday 14 or Thursday 17 July 2025
- b. September: Monday 15 or Thursday 18 September 2025
- c. November: Monday 17 or Thursday 20 November 2025
- d. January: Monday 12 or Thursday 15 January 2026
- e. March: Monday 16 or Thursday 19 March 2026

10. Public Participation

The Annual Parish Meeting is open to all residents of the Marbury and District Parish area.



Ordinary Meeting of Marbury and District Parish Council

7.30pm Thursday 15th May 2025 at Marbury Village Hall

AGENDA

11 Apologies.

Apologies for absence should be notified to the Clerk or Chair prior to the meeting.

12 Declarations of Interest.

Councillors to declare any disclosable pecuniary interest or non-pecuniary interest which they have in any item of business on the agenda, the nature of that interest, and in respect of interests, to leave the meeting prior to the discussion of that item.

Whilst the Clerk can advise on the Code of Conduct and its interpretation, the decision to declare, or not, is the responsibility of the Parish Councillor, based on the circumstances.

13 Public Speaking Time.

Members of the public can address the Parish Council or ask a question. Each Member of the public is entitled to ask one question or make a statement. Questions or statements must be addressed to the Parish Council as a whole and not to individual Parish Councillors. This is not an opportunity for engaging in debate with Members.

14 To Approve the Minutes

To approve as a correct record the Minutes of the meetings held on:

- 10/04/2025

15 Matters Arising from Previous Minutes

- Road safety and parking near The Swan Inn – update
- Neighbourhood Plan – progress report
- Parish Council Facebook page – developments
- Unity Trust Bank – update on transition from TSB
- Cemetery – current status
- Football pitch – development or maintenance (if applicable)
- Dog waste bins – response from Cheshire East Council
- Neighbourhood Community Infrastructure Levy (NCIL) – potential projects, including EV charging points and Village Hall upgrades
- Grounds maintenance and environment:
 - a) Grass cutting behind Village Hall
 - b) Planter repositioning – feedback and follow-up actions

16 Other matters arising relevant to the Parish Council

17 Planning

- New applications (since the previous meeting) as of 6 May 2025.
- Planning Applications discussed at previous meeting - Awaiting Decisions (as of 12th May 2025).
- Planning decisions since the last meeting.
- Other Planning updates/notifications.

18. Clerks Correspondence/other

Any relevant correspondence received should the Parish Council wish to discuss.

19. Financial Affairs - Review and approve financial transactions

Date	Cheque number	Payee	Details	Net £	VAT £	Total £
12/04/2025	201	D Foulkes	Clerks Pay	230.31	0.00	230.31
12/04/2025	202	HMRC	April	55.00	0.00	55.00
12/04/2025	203	Chalc	Chalc membership	185.25	0.00	185.25
14/04/2025	421	Marbury Village hall	Hire of Hall	180.00	0.00	180.00
14/04/2025	422	Lisa Tiplady	replacement cheque	287.00	0.00	287.00
Total				937.56	0.00	937.56

20. Annual Governance and Accountability Return 2024/25

- To receive the completed Internal Audit report.
- To approve Section 1 – Annual Governance Statement 2024/25.
- To approve Section 2 – Accounting Statements 2024/25.
- To confirm and approve the Certificate of Exemption for external audit, as income/expenditure remains below £25,000.
- To authorise the Clerk/RFO and Chair to sign and submit the relevant AGAR forms, including the Certificate of Exemption.

21. To review and adopt the following:

- Standing Orders
- Scheme of Delegation
- Financial Regulations

22. Date of Next Meeting - To be confirmed.

23. Any other Business

Councillors are invited to share information or request items for inclusion on the next agenda.