

WEST WITTON ANNUAL PARISH MEETING AND WITTON PARISH COUNCIL GENERAL MEETING

Will now be held on Friday 16 May 2025 at 7.00pm

All Councillors are summoned to attend the West Witton Annual Parish Meeting and West Witton Parish Council Meeting on Friday 16 May at WEST WITTON VILLAGE HALL. The West Witton Annual Parish Meeting will start at 7pm, and will be followed by the West Witton Parish Council meeting at 7.30pm.

Members of the public are welcome to attend. Any questions or comments from the public can also be send to the Clerk – email westwittonparishclerk@yahoo.co.uk by the end of **Thursday 15th May**.

Alyson Jones, Clerk to the Council
email: westwittonparishclerk@yahoo.co.uk
Issued on 7 May 2025

AGENDA OF THE WEST WITTON ANNUAL PARISH MEETING

1 Election of Chairman

1.1 New Chair to sign his/her Declaration of Acceptance of Office.

2 Apologies for absence

To receive apologies and reasons for absence.

3 Declarations of interests

To receive any declarations of interest not already declared under the Council's Code of Conduct or members Register of Disclosable Pecuniary Interests.

4 Minutes of the Last Meeting

To confirm the Minutes of the last meeting held in May 2024 as a true and correct record and to sign them as such.

5 Presentation on the activities of West Witton Parish Council 2024/2025

To receive an update on the activities of West Witton Parish Council for the year 2024/2025 by Cllr Brown.

6 Finances (Review of finances for 2024/2025)

To receive an update on the finances of West Witton Parish Council for the year 2024/2025 by the Clerk.

7 Public Participation (Open discussion by electors on affairs concerning the Parish (as ruled by the chairman) for the attention of the Parish Meeting or to be brought to the attention of West Witton Parish Council.

8 Close (Closure of meeting by the Chairman at or before 7:30 pm).

AGENDA OF THE PARISH COUNCIL MEETING

1 Minutes of the Last Meeting

1.1 To confirm the Minutes of the last meeting held on Monday 24 March 2025 as a true and correct record and to sign them as such.

2 Co-option of new Councillor

2.1 To receive written applications for the office of Parish Councillor and to Co-opt a candidate to fill the existing vacancy.

2.2 To receive an update on the co-option of a new Councillor following the resignation of Cllr Graham Bottley.

3 Financial Matters

3.1 To approve Receipts and Payments (see Appendix 1).

3.2 To receive the latest bank balances and sign statements.

4 AGAR Annual Governance & Accountability Return 2024-2025

4.1 To approve the Accounting Statements 2024-2025.

4.2 To note the report of the internal auditor.

4.3 To confirm the Audit information including year-end accounts, asset register and explanation of variances.

5 Grass Cutting

5.1 To receive an update on grass cutting and to consider process upon retirement of Anthony Gouldthorpe

6 Cemetery

6.1 To receive an update on any cemetery matters

7 Highways update

7.1 To consider any highway matters.

8 Planning Applications and Decisions

8.1 To consider any recent/current Planning Applications.

9 Swinithwaite News/Matters

9.1 To consider process upon resignation of Cllr Graham Bottley of Swinithwaite

10 Agenda items for future meetings

10.1 To notify the Clerk of matters for inclusion on the Agenda for the next meeting.

11 Date and time of next meeting

11.1 To confirm the date and venue of the next meeting.