

# DAVENHAM PARISH COUNCIL

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Dear Parish Councillor/Resident,

**The meeting will proceed from 7.15 pm with an OPEN FORUM (15 minutes) where members of the public can attend the meeting and raise any matter of concern however the public are not permitted to participate in the meeting itself.** Business decisions cannot be made on items which are not included on the Agenda.

Elaine Hamlett, Clerk to Davenham Parish Council

## AGENDA

### Davenham Parish Council Meeting 20th June 2022 held at Davenham Royal British Legion

1. **7.15pm Public Session (maximum 15 minutes in total and 3 minutes per issue raised)**
2. **PCSO Report**
  - a) To note PCSO report
3. **Apologies for Absence and Declarations of Interest**
  - a) To receive Apologies for Absence (recording reasons for absence) and Declarations of Interest under the following categories: Pecuniary interest, Outside bodies interest and family, friend or close associate interest.
4. **Approval of Minutes and update on Actions**
  - a) To approve and sign the Minutes of the previous Davenham Parish Council held on Monday 14<sup>th</sup> March 2022
  - b) To review actions from previous Minutes.
5. **Finance and Administration.**
  - a. To approve the Financial Report as circulated and to consider/approve Monies for Payment
  - b. Budget Update and approval
  - c. Clerks List of Administration issues to include
    - Audit 21/22 Internal Audit conclusion – Approve and submit
    - Clerks Contract
    - Newsletter
6. **Planning and Highway Matters**
  - a) To consider the latest planning applications received for consultation
  - b) To note CWAC decisions on recent planning applications
  - c) To note CWAC planning Acknowledgements
  - d) Paving - ongoing
  - e) Village Traffic Improvements – update/SIDs
7. **Parish Council managed Assets and Maintenance (Laburnum Road Field, Butcher's Stile field, War Memorial, Fountain or Village Garden)**
  - a) To receive an update on Parish Council managed assets and Projects
    - Laburnum Road
    - Butchers Stile
    - DCC - Lease
    - Village Garden
    - Platinum Jubilee - Conclusion
8. **To receive reports from Councillors on any external meetings of relevance to the council**
  - a) To receive a brief update on any meetings attended. Any decisions to be made as a result of an external meetings should be itemised separately on the agenda or will have to be postponed until the following meeting
9. **Urgent Matters**
  - a) Please note that this is for information only and no decisions can be made.
10. **Date of Next Meetings**
  - a) To note the date of the next meeting 18<sup>th</sup> July 2022 at 7.15pm
11. **Closure of Public Meeting**

**PART B: Confidential Matters**