**Burwardsley Parish Council Meeting**

**DATE: Wenesday 30th July 2025**

**VENUE:** Burwardsley Village Hall

**TIME:** **7.30 p.m**.

**AGENDA**

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| **No.** | **Agenda Item** |
| 1. | **Apologies** |
| 2. | **Declarations of Interest**To receive Disclosable Pecuniary Interests or Other Disclosable Interests from members on matters to be considered at the meeting |
| 3. | **Open Forum**Members of the public to have the opportunity to comment and raise questions on matters affecting the parish. The press and public may not speak when the Council is in session unless invited to do so by the Chair. |
| 4. | **Chairman’s Report**To receive Chairman’s Report |
| 5. | **Casual Vacancies** To consider co-option to fill the one Casual Vacancy when the post has been advertised for longer. |
| 6. | **Minutes**To approve the minutes of the Meeting held on 29th April 2025 |
| 7. | **Internal Controls**To discuss the updating of the following: - * Standing Orders
* Financial Regulations
* .gov email addresses required
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| 8. | **Matters Arising**To report on Matters Arising from the Minutes of the Meeting held 1st July 2025 which are not covered by the Agenda 8.1 audit report and laptop8.2 ordering of blinds/curtains as funding received.8.3 rolling out of resident’s survey as prepared by MJ |
| 9. | **Highways**To receive general update / progress of all highway’s issues.9.1 Signage reported damaged by a resident near Cheshire Art Hub on Ridding Bank  |
| 10. | **Finance**14.1 To approve accounts and bank reconciliation including receipts received14.2 To approve the following payments: -

|  |  |
| --- | --- |
| **Paid**Internal AuditorClerks SalaryInduction Training**Payee** | **Amount**£40.00££25.00**Amount** |
| Hire of Village HallClerk salary and expenses for June 2025 | £25.00£260.38 |

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| 11. | **Annual Audit 2024 – 2025**11.1 AGAR Form 3 now signed and submitted.11.2 To action points raised by Internal Auditor11.3 To await outcome of submission to external auditor  |
| 1. | **Planning** 18.1 Planning Applications received: - to the planning register18.2 To receive update on Councillor Jones discussion with Cheshire West re  dog bins |

**Signed:-** Jane Cooke **Dated:-** 04/07/25

Clerk to the Council

**Meeting Dates:**

Tuesday 24th September 2025

Tuesday 3rd December 2025