

# DAVENHAM PARISH COUNCIL

Clerk: Elaine Hamlett, 28 Mount Pleasant Road, Davenham, Northwich, Cheshire CW9 8JG Tel: 07902633193  
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Dear Parish Councillor/Resident,

**The meeting will proceed from 7.15pm with an OPEN FORUM (15 minutes) where members of the public can pre-book to access 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 20<sup>th</sup> July 2020

1. **7.15pm Start: 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 APM and ACM Parish Council Meetings held on Monday 22<sup>nd</sup> June 2020
  - 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) Any Administrative Issues to report  
Garden Maintenance Schedule, Flagpole
  - c) Budget Update
  - d) Audit 19/20
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
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 from the Village Keeper and to discuss annual review of contract.
  - b) To receive an update on Parish Council managed assets
    - Laburnum Road
    - Butchers Stile - Focus Group - Pathway around the field
    - DCC
8. **Projects**
  - a) Community Hall
  - b) Mosaic
  - c) Paving
  - d) Fountain Lane
  - e) War Memorial and Flagpole
9. **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.
10. **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 – 7<sup>th</sup> September 2020

## 11. Closure of Public Meeting

## PART B: Confidential Matters