

# DAVENHAM PARISH COUNCIL

Clerk: Elaine Hamlett, 28 Mount Pleasant Road, Davenham, Northwich, Cheshire CW9 8JG Tel: 07902633193  
Clerk email: [clerk@davenhampc.org.uk](mailto:clerk@davenhampc.org.uk)

---

Dear Parish Councillor/Resident,

**The meeting will proceed via Skype link from 7.15pm with an OPEN FORUM (15 minutes) where members of the public can pre-book by emailing the Clerk 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 Davenham Parish Council Meeting 25<sup>th</sup> November 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 Parish Council Meeting held on Monday 9<sup>th</sup> November 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. Budget Update
  - c. To discuss and agree an amount required for Precept for 2021/22 (if paperwork has arrived).
  - d. Clerks List of Administration issues to include
    - Xmas Lights Switch on
    -
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 on Parish Council managed assets and Village Grounds Maintenance
    - Laburnum Road – Flower meadow
    - Butchers Stile - Pathways
    - DCC
8. **Projects**
  - a) Community Hub
  - b) Butchers Stile Project – Survey and feedback responses
  - c) Mosaic projects
  - d) Village Garden, War Memorial, Fountain
  - e) Paving
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 18<sup>th</sup> January 2021

## 11. Closure of Public Meeting

## PART B: Confidential Matters