Dear Councillor

You are summoned to attend the Annual General Meeting of the Parish Council which will be held on Tuesday 7th May 2024 in The Hatton Arms, Hatton Lane, Hatton.

The meeting of the Parish Council will commence at 6.45pm.

Please advise me as soon as possible if you are unable to attend.

Clerk to the Parish Council

3rd May 2024

**Annual General Meeting Agenda**

1. Apologies
2. Chairman’s Statement
3. Election and Appointment of Chair
4. Election and Appointment of Vice Chair
5. Acceptance of Office Signed
6. Councillor’s Representation

**Parish Council Meeting Agenda**

**1. Declaration of Interest**

**2**. **Acceptance of Minutes of the Previous Meeting – 2nd April 2024**

 **3. Public Forum for Villagers to speak to Councillors with concerns/suggestions etc.**

**4. Chairperson Report**

* *Recruitment of Clerk*
* *Drainage ditch Hatton Lane*
* *Changes to format of Minutes*

**5. To Receive the Report from Hatton PCSO**

**6. To Receive the Report from Warrington Borough Councillors**

**7. Finance**

* *Presentation of accounts for April 2024*
* *Audit 2023/2024 Accounts*
* *Completion of Agar*
* *Vat Reclaim 2023/2024*
* *Invoices Missing – Primrose Nurseries*
* *Authorisation for stationery reimbursement £37.97*

**8. Correspondence – Items previously circulated by email**

**9. Clerk Matters**

None

 **10. Councillors Reports**

1. **Planning – Cllr Wrigley**

Planning Policy – update and review.

Feedback from recent SWPCLPWG meeting

Planning approvement for New House Farm (Double Garage)

1. **Traffic and Road Safety – Cllr Blanshard**

Feedback re purchasing and location of Speed Monitoring Devices for the village

Warrington Road sign repair

1. **Technology - Cllr Tranter**

*Website update*

*Email issues*

1. **Environment – Cllr Young**
2. **Social – Cllr Power**

*Newsletter – authorisation of content and date for next newsletter*

 *Update to council over suggested events in partnership with the Hatton Arms.*

 *Funding for upcoming events*

 *Request from HVCA for funding from PC for Residents Lunch event*

**11. To Note Matters Arising**

**12. Time and Date of Next Meeting**