

# LITTLE LEIGH PARISH COUNCIL

## Members of the Parish Council

You are summoned to the 133<sup>rd</sup> Annual Meeting of Little Leigh Parish Council to be held on Wednesday 7<sup>th</sup> May 2026 at The Leigh Arms, Little Leigh at 6.30pm, for the purposes of transacting the business set out in the agenda below.

Members of the public and press are invited to attend, unless excluded for confidential items under Part B.

Yours sincerely *T Whitlow* Clerk to Little Leigh Parish Council 30/04/2026

### AGENDA

|    |                                   |   |
|----|-----------------------------------|---|
|    | <b>Welcome:</b>                   | Welcome & introductions from the chair  |
| 1  | <b>Election of Chair:</b>         | 1. To elect the Chair to serve until the Annual Meeting of the Council in May 2027<br>2. Chair to sign Acceptance of Office   |
| 2  | <b>Election of Vice Chair:</b>    | To elect the Vice-Chair to serve until the Annual Meeting of the Council in May 2027  |
| 3  | <b>Apologies:</b>                 | For council to receive & accept apologies from members  |
| 4  | <b>Declarations of Interest:</b>  | <i>Councillors are reminded of the need to update their register of interests. To declare any personal, pecuniary and/or prejudicial interests in items on the agenda and their nature. [Councillors with pecuniary and/or prejudicial interests must leave the room for the relevant items]</i>  |
| 5  | <b>Minutes:</b>                   | To approve the Minutes of the Parish Council meeting held on 11 March 2026  |
| 6  | <b>Chairs Report:</b>             | To receive a report from the outgoing chair for 2025-26   |
| 7  | <b>Policy Review:</b>             | 1. To review the Standing Orders – note clerks recommends no change, and to set review date of AMPC May 2027<br>2. To review Financial Regulations – note clerk recommends no change, and to set review date of AMPC in May 2027<br>3. To confirm code of conduct and set review date of AMPC in May 2027<br>4. To review the Scheme of Delegation,<br>5. To review the Management Risk Assessment.<br>6. To review the Management Strategy<br>7. To review the Internet Banking Policy |
| 8  | <b>Election to Working Groups</b> | To elect councillors the following working groups & committee <ul style="list-style-type: none"> <li>• Planning working group</li> <li>• Community events working group</li> <li>• Village hall management committee-</li> <li>• Environment working group</li> <li>• Strategic plan</li> <li>• Communications steering group</li> </ul>  |
| 9  | <b>Public Participation:</b>      | Members of the public may comment or raise matters affecting the Parish. (maximum 15 minutes total/3 minutes per person) – <i>[unless within an existing agenda item, items raised will be noted, not discussed. They may be added to future agenda]</i>  |
| 10 | <b>Ward Councillors:</b>          | To receive a report from the Ward Councillor(s).  |
| 11 | <b>Matters Arising:</b>           | Matters arising from previous minutes – unless an agenda item.  |
| 12 | <b>Correspondance:</b>            | To note any significant correspondence received or sent.  |
| 13 | <b>Accounts &amp; Financial:</b>  | 1. To approve the receipts & payment schedule 07.05.26<br>2. To approve the bank reconciliation of 27.04.26<br>3. To confirm bank signatories for 2026-27<br>4. To confirm pre-authorised payments for 2026-27  |
| 14 | <b>Clerks Report:</b>             | To receive any updates from the clerk, unless an agenda item.   |
| 15 | <b>Meeting Dates:</b>             | To confirm meeting dates of the Parish Council up to May 2027   |
| 16 | <b>Internal Audit Report:</b>     | To review the Internal Audit Report and consider any actions required.  |
| 17 | <b>Certificate of Exemption:</b>  | To confirm exemption from External Audit as under £25k and sign accordingly.  |

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|-----------|-------------------------------------|--|
| <b>18</b> | <b>Annual Governance Statement:</b> | To consider & complete the Annual Governance Statement 2025-26 and sign accordingly.   |
| <b>19</b> | <b>Accounting Statements:</b>       | To consider & approve the Accounting Statements 2025-26 and sign accordingly.  |
| <b>20</b> | <b>Public Rights:</b>               | To set the dates for the Provision of Public Rights. – suggested for Wednesday 03.06.26 to Tuesday 14.07.26.   |
| <b>21</b> | <b>Planning:</b>                    | <ol style="list-style-type: none"> <li>1. To review planning applications received from LPA since the last meeting and resolve/ratify comments to LPA <a href="#">See or comment on planning applications   Cheshire West and Chester Council</a></li> <li>2. To note any LPA decisions notified to the PC since the last meeting</li> </ol> |
| <b>22</b> | <b>Highways:</b>                    | <ol style="list-style-type: none"> <li>1. To receive any update on Highways issues.</li> </ol>   |
| <b>23</b> | <b>LL Strategic Plan:</b>           | To receive any update on the survey and consider further actions.  |
| <b>24</b> | <b>Events Working Group:</b>        | To receive an update from the working party.   |
| <b>25</b> | <b>School Defib:</b>                | To receive an update on moving the school defib.   |
| <b>26</b> | <b>Village Hall:</b>                | <ol style="list-style-type: none"> <li>1. Beech tree inspection update.</li> <li>2. To receive any report from the VHMC representative.</li> </ol>   |
| <b>27</b> | <b>Next meeting:</b>                | Items for inclusion on the next agenda.  |
| <b>28</b> | <b>Next Meeting Date:</b>           | Proposed Wednesday 8 <sup>th</sup> July 2026   |