

LITTLE BUDWORTH PARISH COUNCIL

Members of the Parish Council

You are summoned to the Annual Meeting of Little Budworth Parish Council to be held on Tuesday 5th May 2026, 7 pm, at The Jubilee Hall, 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 from confidential items **(Part B)**

Yours sincerely **T Whitlow** Clerk to Little Budworth Parish Council 27/04/26

AGENDA

	Welcome:	Welcome & introductions from the chair
1	Election of Chair:	1. To elect the Chair to serve until the Annual Meeting of the Council in May 2027 2. Chair to sign Acceptance of Office
2	Election of Vice Chair:	To elect the Vice-Chair to serve until the Annual Meeting of the Council in May 2027
3	Apologies:	To receive and approve apologies.
4	Declarations of Interest:	<i>Members to declare any interest under the following categories: pecuniary, non-pecuniary, outside body and family, friend or close associate.</i>
5	Chairs Report:	To receive a report from the outgoing chair for 2025-26
6	Minutes:	To approve the Minutes of the Annual Parish Council meeting held on 06.05.2025 and the parish council meeting held on 07.04.26
7	Policy Review:	1. To review the Standing Orders – note clerks recommends no change, and to set review date of AMPC May 2027 2. To review Financial Regulations – note clerk recommends no change, and to set review date of AMPC in May 2027 3. To confirm code of conduct and set review date of AMPC in May 2027 4. To review the Scheme of Delegation, 5. To review the Management Risk Assessment. 6. To review the Management Strategy 7. To review the Internet Banking Policy
9	Ward Councillor:	To receive a report from the Ward Councillor
10	Public Participation:	Members of the public may comment or raise concerns regarding matters affecting the Parish, which may be added to the following meeting agenda.
11	Clerks Report:	To receive the Clerks report and note any future agenda items.
12	Accounts/Financial:	1. To approve the receipts & payment schedule 02.05.26 2. To approve the bank reconciliation of 27.04.26 3. To confirm bank signatories for 2026-27 4. To confirm pre-authorised payments for 2026-27 5. To review status of planning refund from the Egerton Estate.
13	Meeting Dates:	To confirm meeting dates of the Parish Council up to May 2027
14	Internal Audit Report:	To review the Internal Audit Report and consider any actions required.
15	Certificate of Exemption:	To confirm exemption from External Audit as under £25k and sign accordingly.
16	Annual Governance Statement:	To consider & complete the Annual Governance Statement 2025-26 and sign accordingly.

17	Accounting Statements:	To consider & approve the Accounting Statements 2025-26 and sign accordingly.
18	Public Rights:	To set the dates for the Provision of Public Rights. – suggested for Wednesday 03.06.26 to Tuesday 14.07.26.
19	Highways:	<ol style="list-style-type: none"> 1. To note any highways work required or attended to. 2. To receive any updates on current Highway issues. 3. To receive an update on the planned clean-up with the road sweeper.
20	Planning:	<ol style="list-style-type: none"> 1. To review new planning applications received from LPA to date of meeting. 2. To confirm any PC comments to be submitted to LPA /ratify comments submitted since the last meeting under delegated power. 3. To note any decisions/appeals from the LPA.
21	Co-Option	To consider any applicants for co-option to the Parish Council
22	Marquee	To ratify the purchase of a new marquee at a cost of £550
23	Working Groups/ Committees:	To receive an update from: <ol style="list-style-type: none"> 1. Litter Picking Group 2. Oulton Park Liaison Committee 3. Little Budworth Common Working Group 4. Events Group
24	Other meetings Attended:	To note any other meetings attended.
25	Asset Maintenance and Register:	To receive an update on: <ol style="list-style-type: none"> 1. Playground area. 2. Village Green general.
26	Action List:	To review the actions from previous meetings, if not an agenda item
27	Next Meeting:	Items for inclusion on the next agenda.
28	Date of Next Meeting:	Proposed – Tuesday 2 nd June 2026, 7pm at the Jubilee Hall.