

LITTLE BUDWORTH PARISH COUNCIL

Members of the Parish Council

You are summoned to the Meeting of Little Budworth Parish Council to be held on Tuesday 7th October 2025, at 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 01/10/25

AGENDA

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| 1 | Apologies: | With explanations |
| 2 | 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> |
| 3 | Minutes: | To approve the Minutes of the Parish Council meeting held on 2 September 2025. |
| 4 | Ward Councillor: | To receive a report from the Ward Councillor |
| 5 | 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. |
| 6 | Clerks Report: | To receive the Clerks report and note any future agenda items. |
| 7 | Accounts/Financial: | <ol style="list-style-type: none"> 1. To note income received and ratify payments made or approval of invoices received. 2. To approve the bank reconciliation of 30.09.25 3. To approve Q2 cashbook and out-turn to 30.09.25 |
| 8 | Village Events: | <ol style="list-style-type: none"> 1. To receive a report from the working group and approve any actions on village events. 2. To consider the purchase of an item for the church from the proceeds of the Fete. 3. To ratify the compensation cost of the unhonoured raffle prize from the Fete. |
| 9 | 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 any updates from the working group. |
| 10 | 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. |
| 11 | Domain Name: | To consider the change of domain name to .gov.uk as per the SAPP 25 recommendation. |
| 12 | Grant Application: | To consider the grant application from Friends of Little Budworth Common for £250 |
| 13 | Policy Review: | To review and amend or re-adopt the following policies: Dignity at work, Equality & Diversity, H&S, Zero Tolerance, freedom of Information, Publication Scheme, Email. |
| 14 | New Policies: | To review and amend or adopt new policies: IT, Internet Banking, Biodiversity & Document Retention Policy. |
| 15 | Working Groups/Committees | To receive an update from: <ol style="list-style-type: none"> 1. Litter Picking Group 2. Planting Team Group 3. Oulton Park Liaison Committee 4. Little Budworth Common Committee 5. Little Budworth Charities – to elect a parish council member to the charity |
| 16 | Asset Maintenance and Register: | To receive an update on: <ol style="list-style-type: none"> 1. Playground area. 2. Village Green general. |
| 17 | Action List: | To review the actions from previous meetings, if not an agenda item |
| 18 | Next Meeting: | Items for inclusion on the next agenda. |
| 19 | Date of Next Meeting: | Proposed – Tuesday 4 th November 2025 |
| 20 | Staffing: | <ol style="list-style-type: none"> 1. To resolve to take staffing review to Part B. Press & Public excluded. 2. To address issues raised by the Internal Auditor regarding annual pay review and updates of contract. |