

**ASTON-CUM-AUGHTON PARISH COUNCIL**

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON  
TUESDAY 13 MAY 2025 IN THE  
PARISH HALL ROSEGARTH AVENUE AT 6.45 PM**

**PRESENT** Cllr M Elliott (Chairperson)  
Cllrs S Allen B Bartholomew G Davis P Davis S Forster D Gee  
D Knowles W Mawson B Mears J Peech H Ratcliffe S Smith R Taylor  
  
K A Butler (Clerk) M Haigh (Assistant Clerk)

**IN ATTENDANCE** 1 Member of the Public

**25/82 APPOINTMENT OF A CHAIRPERSON FOR 2025/26**

It was **RESOLVED** that Councillor Smith be appointed Chairperson for 2025/26.

**25/83 APPOINTMENT OF A VICE CHAIRPERSON FOR 2025/26**

It was **RESOLVED** that Councillor Peech be appointed Vice-Chairperson for 2025/26.

**25/84 APOLOGIES AND REASONS FOR ABSENCE**

It was **RESOLVED** that apologies and reasons for absence from Cllr P Amrith be accepted.

**25/85 DECLARATIONS OF INTEREST**

Cllr Taylor declared an interest in respect of Agenda item number 25.

**25/86 CONSIDERATION OF ITEMS FOLLOWING THE EXCLUSION OF MEMBERS OF THE PRESS AND PUBLIC**

No items.

**25/87 MINUTES OF THE PREVIOUS ORDINARY MEETING**

It was **RESOLVED** that the Chairperson be authorised to sign the minutes of the Ordinary Parish Council meeting held on 8 April 2025 as being a true record of the business transacted.

**25/88 PARISH COUNCIL CODE OF CONDUCT**

The Clerk presented the Parish Council's Code of Conduct.

It was **RESOLVED** that the Parish Council's Code of Conduct be formally accepted and adopted.

**25/89     MEETING SCHEDULE FOR 2025/2026**

The Clerk presented a schedule of proposed meeting dates for the Parish Council and its Committees for 2025/26.

Following consideration it was **RESOLVED** that the meeting dates be formally accepted and approved. The Clerk will email members with a revised copy of the schedule showing correct timings.

**25/90     TERMS OF REFERENCE**

- **Events & Recreation Committee**
- **General Purpose Committee**
- **Finance & Employment Committee**

Following discussion it was **RESOLVED** that the Terms of Reference for each Committee be formally accepted and approved.

**25/91     MEMBERSHIP OF THE EVENTS & RECREATION COMMITTEE FOR 2025/26**

Following discussion it was **RESOLVED** that the membership of the Events & Recreation Committee for 2025/26 would continue with 10 members; being Councillors Bartholomew, P Davis, Forster, Gee, Mawson, Peech, Ratcliffe, Smith and Taylor, leaving 1 vacancy for the Committee.

**25/92     MEMBERSHIP OF THE GENERAL PURPOSE COMMITTEE FOR 2025/26**

Following discussion it was **RESOLVED** that the membership of the General Purpose Committee would continue with 8 members for 2025/26; being Councillors Allen, G Davis, Elliott, Knowles, Mawson, Mears and Smith, leaving 1 vacancy for the Committee.

**25/93     MEMBERSHIP OF THE FINANCE AND EMPLOYMENT COMMITTEE FOR 2025/26**

Following discussion it was **RESOLVED** that the membership of the Finance and Employment Committee would continue with 8 members for 2025/26; being Councillors Bartholomew, G Davis, Elliott, Gee, Knowles, Peech, Smith and Taylor.

**25/94     APPOINTMENT OF A CHAIRPERSON FOR THE EVENTS & RECREATION COMMITTEE FOR 2025/26**

It was **RESOLVED** that Councillor Taylor be appointed Chairperson of the Events & Recreation Committee for 2025/26.

**25/95     APPOINTMENT OF A CHAIRPERSON FOR THE GENERAL PURPOSE COMMITTEE FOR 2025/26**

It was **RESOLVED** that Councillor G Davis be appointed Chairperson of the General Purpose Committee for 2025/26.

**25/96 APPOINTMENT OF A CHAIRPERSON FOR THE FINANCE AND EMPLOYMENT COMMITTEE FOR 2025/26**

It was **RESOLVED** that Councillor Gee be appointed Chairperson of the Finance and Employment Committee for 2025/26.

**25/97 APPOINTMENT OF PARISH COUNCIL REPRESENTATIVES ON OTHER BODIES FOR 2025/26**

- It was **RESOLVED** that Councillor Forster be appointed as the Parish Council Representative on the Penny Hill Liaison Committee for 2025/26

**25/98 PARISH COUNCIL GENERAL & EARMARKED RESERVES POLICY**

The Clerk tabled the Parish Council General & Earmarked Reserves Policy.

Following consideration it was **RESOLVED** that the Parish Council establish general & earmarked reserves as presented.

**25/99 PARISH COUNCIL CHAIRPERSON'S PERSONAL ALLOWANCE**

It was **RESOLVED** that the Chairperson receives the personal allowance provided for 2024/25.

**25/100 PARISH COUNCIL'S INSURANCE 2025/2026**

The Clerk advised members that the Parish Council are in a 3 year insurance agreement with Zurich Insurance. They have not considered the alterations made at Lodge Lane play area in their quote for 2025/2026 therefore the matter will be brought back to a future meeting when the Clerk has received the revised premium.

**25/101 FINANCE REPORTS AND ACCOUNTS**

- The Clerk presented a paper detailing the Bank – Cash and Investment Reconciliation as at 31 March 2025. Following consideration it was agreed that the report be noted.
- It was **RESOLVED** that the accounts at Appendix I amounting to £37,750.02 be approved.
- The Clerk advised of a payment she has made on behalf of the Parish Council to renew a yearly subscription. Following consideration it was agreed that the Clerk be reimbursed the fee paid.

**25/102 APPOINTMENT OF FH ACCOUNTANCY SERVICES 2025/26**

The Clerk asked that confirmation be given to the appointment of FH Accountancy Services to carry out an interim and final internal audit on behalf of the Parish Council for 2025/26.

It was **RESOLVED** that FH Accountancy Services be appointed to carry out this work for 2025/26.

**25/103 MATTERS REQUESTED BY COUNCILLORS**

There were no matters requested by Councillors.

**25/104 POLICING INFORMATION/REPORTS**

There were no police officers present and no update had been received by the Clerk.

**25/105 PLANNING APPLICATIONS**

Consideration was given to planning applications contained within **lists 15 – 19 (2025)**.

At the time there were no comments to record on the applications listed.

The Clerk subsequently reported a letter she has received from the Planning Inspectorate regarding Whitestone Solar Farm seeking the Parish Council's opinion on the Environmental Statement for the development. She will email all members the link showing the full Statement and requests any comment be received in the office no later than Tuesday, 20 May 2025.

**25/106 CLERK UPDATE**

The Clerk updated the meeting as follows:-

- The Parish Council Operatives will be clearing the flowerbeds throughout the parish in the next two weeks ready for the summer planting scheme.
- The internal audit is due to take place on Wednesday, 28 May 2025.
- The closedown of accounts was carried out on Monday, 12 May, without any issues. The Clerk can now prepare the Annual Governance Return on behalf of the Parish Council.
- The speed activation signs for Lodge Lane are presently on hold until they have been signed-off by the RMBC cabinet member. As soon as this is done the order will be processed.
- Confirmation that the transformer for the Vehicle Activation Sign at Aughton has been ordered is yet to be received.

**25/107 FUTURE AGENDA ITEMS**

The Clerk requested that any suggestions for future Agenda items be received in the Parish Council office no later than the Monday of the week prior to the next parish council meeting. Cllr Mawson requested a donation to the Royal British Legion for their attendance at the Parish Council beacon

lighting event to mark the VE 80<sup>th</sup> Anniversary Celebration be included on the June Agenda.

**25/108    DATE OF NEXT MEETING**

It was **RESOLVED** that the next Ordinary Parish Council meeting be held on Tuesday, 10 June 2025 at 6.30 pm.

**MEETING CLOSED AT 7.30 PM**

*S Smith*

**10 June 2025**

**SIGNED .....**      **DATED .....**