

HALSALL PARISH COUNCIL

NOTICE OF PARISH COUNCIL MEETING

Members of the Council are summoned to attend the Meeting of Halsall Parish Council on Wednesday 9th March 2022 at 7.30 p.m. at The Memorial Hall, Halsall Road, Halsall.

1. Introductions / Apologies for absence
2. Declarations of Interest
3. Borough Councillor's Report followed by Open Forum for 15 minutes for matters raised by members of the public for Councillors to respond to.
4. To confirm and sign the Minutes of the meeting held on 9th February 2022 as a correct record.
5. Parish Clerk's Report
6. **Planning Applications:** 2022/0064/FUL - 1 Plex Moss Lane - Single storey rear extension
2022/0142/FUL - 34 Summerwood Lane - Demolition of existing sun lounge and detached garage. Proposed single storey extension at rear/side and detached outbuilding.
7. To consider and decide whether to agree the attached policies and procedures:
Asset Register
Financial Regulations
Requests for information Schedule
Risk Management Document
Standing Orders / WLBC Revised Code of Conduct
8. To discuss and decide upon any applications for co-option
9. Briefing from Cllr Pyne & Cllr Wright on the need for a Council Documents Archiving Project
 - 9.1. To discuss and decide upon document retention policy
 - 9.2. To discuss the implications of transferring documents to LCC Archives and decide whether to file historical documents locally or archive them in Preston at LCC and whether to agree to incur small expenditure to improve filing / presentation to meet LCC Archiving standards.
10. Demonstration by Cllr. Pyne of Parish Council intranet software
11. To discuss and decide whether and how the Council wishes to support the Community Roadwatch Scheme
12. Finance:
 - 12.1. To approve Schedule of Payments
 - 12.2. To receive Financial Statement and confirm that the bank balance shown in the accounts agrees with balance on the bank statement.

Date and time of next meeting:

Wednesday 13th April 2022 at 7.30 p.m. at
St Aidans Hall, Renacres Lane, Shirdley Hill, Halsall.

Dave Bond, Parish Clerk
3 Rawlinson Grove
Southport
PR9 9NF
Tel: 01704 534090

NB: All present will act respectfully towards every other person present and will not act in a manner that demeans, insults, threatens or intimidates him or her. All statements, questions and responses, challenges to statements, complaints or criticisms must be related to the facts of the matter and not personal in nature.

Members of the public disturbing a Council meeting will be asked by the Chairperson to desist in any behaviour considered to be disrupting the meeting. If the behaviour continues Council can resolve, without discussion, that the person(s) withdraw from the meeting or be removed.

If a meeting becomes unmanageable because of interruption, or impossible to be continued due to disturbance or disregard for the Chairpersons instructions the Council can and will resolve to either close the meeting for a period or have the meeting recalled for another date.