**Lea-by-Backford Parish Council**

**COUNCIL SUMMONS**

**ANNUAL GENERAL MEETING**

Dear Member

**You are HEREBY SUMMONED to attend the Meeting of the Council to be held in MOLLINGTON, BACKFORD & DISTRICT VILLAGE HALL on MONDAY, 12th August 2019 7.30pm for the purpose of transacting the business set out on the agenda below**.

Members of the public and the press are welcome to attend for the “Part 1” section of the agenda. Any reports in “Part 2” contain confidential information and only Councillors and the Parish Clerk can be present.

If you have any general enquiries about the meeting, please contact: Deborah Jones Clerk to the Parish Council (Tel: 01244 853853).

**AGENDA**

**Part 1**

**Apologies for Absence**

To receive apologies for absence.

**Declarations of Interest**

Members are invited to declare any personal or prejudicial interests they may have in any item on this agenda, subject to the rules regarding disclosure contained in the Members’ Code of Conduct.

**Open Forum**

Members of the public are invited to raise issues not dealt with elsewhere on the agenda. The maximum time allowed is 30 minutes, subject to the Chairman’s discretion.

* Interactive Board Christine Jones (Parish Councillor Mollington)

**Part 2**

**20/19 Minutes of the Previous Meeting**

**21/19 Re-Election of Chair and Deputy**

**22/19 Planning**

1. 19/02279/FUL | First floor extension to side, addition of dormer and alterations to roof at rear | Carisbrooke Grove Road Lea By Backford Chester CH1 6LG
2. 19/01989/FUL | Single storey extension | Carisbrooke Grove Road Lea By Backford Chester CH1 6LG
3. 19/01667/FUL | Single storey side extension | Lea Cottage Demage Lane Lea By Backford Chester Cheshire CH1 6NZ

**23/19 Website Update**

**24/19 Reports by Representatives**

To receive reports from the following representatives:

* Village Hall - Councillor Robin Leigh
* Backford Charities - Councillor Rob Griffiths
* War Memorial Trust - Councillor Sue Pownall
* Rural Sounding Board - Councillor Robin Leigh

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**24/19 Finance**

* Payments and Receipts: To note/approve the payment of salaries/wages and expenses and invoices for goods received and services rendered and to note any receipts. A schedule will be presented at the meeting.
* HMRC: VAT refund years ending 2016 and 2017 progress
* Staff payments/payslips/increase (minimum wage)
* Audit Update

**25/19 Correspondence**

**26/19 Updates by Clerk**

* CHALC Newsletter
* Local Elections
* Noticeboard
* Progress on outsourcing website support
* Pay for employees
* Re-declaration for Pensions Regulator
* Insurance
* Website

**Matters Arising**

Councillors are invited to raise matters of information not included elsewhere on the

agenda and to raise items for future agendas. Councillors are also invited to submit

any correspondence received since the date of the last meeting.

**DATE AND TIME OF NEXT MEETING**