

Community Governance Review Sub-Committee Agenda

Date: Thursday, 12th February, 2015
Time: 2.00 pm
Venue: The Tatton Room - Town Hall, Macclesfield SK10 1EA

The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and at the foot of each report.

PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT

1. **Apologies for Absence**

2. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda.

3. **Public Speaking Time/Open Session**

In accordance with Procedure Rules Nos.11 and 35 a period of 10 minutes is allocated for members of the public to address the meeting on any matter relating to the work of the body in question. Individual members of the public may speak for up to 5 minutes but the Chairman or person presiding will decide how the period of time allocated for public speaking will be apportioned where there are a number of speakers. Members of the public are not required to give notice to use this facility. However, as a matter of courtesy, a period of 24 hours' notice is encouraged.

Members of the public wishing to ask a question at the meeting should provide at least three clear working days' notice in writing and should include the question with that notice. This will enable an informed answer to be given.

4. **Minutes of Previous meeting** (Pages 1 - 8)

To approve the minutes of the meeting held on 16 January 2015 as a correct record.

For any apologies or requests for further information, or to give notice of a question to be asked by a member of the public

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5. Transitional Arrangements (Pages 9 - 12)

Jackie Weaver, Chief Officer, Cheshire Association of Local Councils has been invited to attend the meeting to participate in discussions on these items:

- a) To agree a process and timescale for the appointment of an Interim Parish Clerk.
- b) To agree a provisional date and draft agenda for Annual Parish Council Meeting and Parish meeting.

The Annual Meeting for the Parish Council must be convened by Cheshire East Council no later than 14 days after the Parish Councillors take office. A Parish Meeting, which is a meeting of all the electors of the Parish who are entitled to attend and vote, would then take place immediately following.

It is suggested that the meetings be held in the evening with the first commencing at 7.00 pm. Room availability for the week commencing 18 May 2015 will be reported at the meeting.

It is suggested that Parish Councillors be invited to attend a welcome briefing, at which declarations of acceptance of office can be signed and other procedural matters addressed, prior to the commencement of the meetings, at say 4.30pm.

A suggested draft agenda for both these meetings is attached for consideration.

6. Date of Next Meeting

The next meeting will be held on 1 April 2015 at 10.30am in the Council Chamber, Macclesfield.