



Parish Council of Up Holland

David Hughes
Clerk to the Council

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Wigan, Lancs
WN6 9JB

3 September 2013

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Dear Councillor,

You are summoned to attend the next meeting of the **Parish Council** to be held on **Tuesday 10 September 2013 at 7.30pm** in the **Community Meeting Room, Up Holland Library, Hall Green.**

Yours faithfully

David Hughes
Clerk to the Council

To: The Chairman and Members of the Parish Council

Copies for information to:

County and Borough Councillors for Up Holland and Wrightington Wards; R Cooper MP; Up Holland Library; Skelmersdale Advertiser; Skelmersdale Champion; Lancashire Constabulary (2); West Lancashire CVS; Parish Council notice boards (5+)

Note: From 7.15pm to 7.30pm there will be 15 minutes for public participation

continued

AGENDA

Part 1 - (Formal and Ordinary Business)

1. Apologies
2. Declarations of Interest
3. To Receive and Confirm Minutes of the meeting of the Parish Council held on 9 July 2013 (attached)
4. Matters Arising from the Minutes not otherwise included on the Agenda
- Information item - Clerk to provide update where available
5. Ward Reports
6. Crime and Disorder Act
7. Planning Matters:
 - (a) General - to consider applications notified previously to councillors
 - (b) Appeals
 - (c) Enforcement Action (if any)
8. Correspondence
 - (a) Items for consideration (copies attached)
 - (i) West Lancashire Borough Council - "Balancing the Budget 2014/15 - your views"
 - (ii) West Lancashire Borough Council - "Review of Polling Districts and Polling Places"
 - (b) Items for information (schedule to be tabled)
9. Minutes of Committees, etc
- Finance Committee held 16 July 2013
10. Consideration of items referred from Committees, etc
Minute 5 - Fees and charges review - recommendations
Minute 7 - Internal audit review - recommendation
Minute 8 - Insurance Policy review - recommendation
Minute 9 - Risk Assessment review - recommendation
Minute 10 - Parish Lengthsman - Review of Contract - update
11. Borough and County Councillors' Reports
12. Reports from Representatives on, or meetings with, Outside Bodies
13. LALC matters
14. Finance:
 - (a) Payment of Accounts (schedule to be tabled)
15. Audit - Annual Return for the Year Ended 31 March 2013
- To note report of External Auditor. (copy attached)
16. Provision of Goods and Services

continued

Part II (which the Council may wish to consider as “Private Matters”)

Exclusion of Press and Public

It is recommended that members of the press and public be excluded from the meeting during consideration of the following items of business in accordance with Section 100A(4) of the Local Government Act 1972 on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act and as, in all circumstances of the case the public interest in maintaining the exemption under Section 12A outweighs the public interest in disclosing the information. The nature of the exempt information and the relevant exemption paragraph is shown in brackets after the agenda item.

17. Ward Vacancies - Chequer Lane Ward
To consider an application from Mr Aaron Body, 132 Moor Drive, Birleywood, Skelmersdale, Lancs, WN8 9BY, (copy attached together with a letter of support)
(Paragraph 1 - information relating to a person)
18. 2013/14 National Salary Award for Local Council Clerks
(copy attached together with report of Clerk)
(Paragraph 3 - terms of service of employees)

Please Note:

8 October (Tues)	Finance Committee - 7.30pm
15 October (Tues)	Annual Meeting of Bowling Green Contract Holders – 7.30pm (note change of day from Thursday to Tuesday)
22 October (Tues)	Community Liaison Committee – 7.30pm
12 November (Tues)	Parish Council - 7.30pm (note: public participation – 7.15pm)