



Cheswick Green Parish Council

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Members of the press and public welcome to attend.

The Annual Meeting of Cheswick Green Parish Council, will be held in the Village Hall on **Thursday 14th May 2026 at 7pm** to transact the business shown on the agenda below.

Councillors are reminded that they must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for themselves, their family, a friend or close associate.

The Parish Council would advise members of the public that following agenda item 7, they are not entitled to participate in the meeting.

AGENDA

1. To elect a Chairman.
2. To receive the Chairman's Declaration of Acceptance of Office.
3. To elect a Vice Chairman.
4. Apologies for Absence and to approve, if thought fit, the reasons - if any given, for absence from the meeting.
5. Declarations of Interest/Dispensations.
6. To resolve to delegate authority to the Clerk to grant any necessary Dispensations. Note:- *Dispensation forms in relation to setting the precept and commenting on SMBCs Local Plan/planning applications, have been completed by all members and are approved until 2027 elections.*
7. Public Participation (*15 Minutes*).
8. To resolve to accept the Minutes of the previous meeting held on Thursday 9th April 2026 (*draft circulated to Parish Councillors with the agenda*).
9. To approve in principle the draft Minutes from the 2026 Annual Statutory Parish meeting (*draft sent to Parish Cllrs 15/04/2026*).
10. To fix the date/time of the next meeting, if thought appropriate to fix dates and times for subsequent meetings, or a regular cycle (*issued to Parish Cllrs. with the agenda*).
11. To agree date and time for 2027 Annual Statutory Parish Assembly (*suggested date included in list of meeting dates*).
12. To resolve that CGPC meets the criteria to use the General Power of Competence (*details of criteria sent to Cllrs. by email 29/04/2026*).
13. To appoint members to the Staffing Panel; to agree who will carry out monthly site audits, on which CGPC owned land; to agree who will be responsible for which notice boards; to establish any other Committees/Working Parties the Parish Council wants.
14. To delegate authority for the Clerk to deal with any issues on behalf of the Parish Council in relation to planning applications, orders/purchases/payments, as necessary between meetings, provided matters are communicated with the Chair and Vice Chair.
15. To resolve to accept the 'statement of internal controls and annual review of effectiveness of internal controls', the 'risk assessment document' (*3 documents sent by email to Cllrs. 26/04/2026*), and the 'asset register' for year ended 31st March 2026 (*sent by email to Cllrs. 27/04/2026*).

16. To resolve Section 1 – of the Annual Governance Statement 2025/26 (*issued to Parish Cllrs. with the agenda*).
17. To resolve Section 2 of the Annual Statements 2025/26 (*issued to Parish Cllrs. with the agenda*).
18. To receive a report on the finances of the Council and to approve any payments made since last meeting and any payments to be made (*issued to Parish Cllrs. with the agenda*).
19. To appoint a Councillor to verify/check and sign the bank reconciliation as prepared by the Clerk, at the end of each month of the financial year.
20. To resolve that all members will be authorised signatories on CGPC bank accounts. To agree level of access members will have for the Unity Trust Bank (UTB) account (VA/VSA). To resolve to continue with the system that 3 signatories sign cheque payments and one signatory sets up electronic payments for two other signatories to authorise.
21. To resolve that direct debit payments with O2, Lloyds Bank for the corporate credit card and the Information Commissions Office continue.
22. To note CGPCs insurance policy with Zurich is approved until 2028 on a 3-year agreement (*see 13 November 2025 minute 127*).
23. To resolve to renew membership to WALC and SLCC.
24. To resolve that elected members shall, if they wish, receive Members Allowances based on the current rates as set by Solihull MBC.
25. To review the Parish Councils Standing Orders, Financial Regulations, procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998, (*updated publication scheme sent by email to Parish Cllrs. 06/05/2026*), all other procedures and policies (*please find these documents on CGPC website under documents, finances and policies*).
26. To consider planning applications (*sent separately by email to Parish Cllrs.*) and local developments including Cheswick Place and Blythe Valley – to discuss goalposts and Christmas tree.
27. To discuss regular checks on the CGVH defibrillator and who should/will do this.
28. To discuss monthly site audits of Parish Council owned land.
29. To discuss the Parish Councils website.
30. To discuss the May cycle event.
31. To discuss 52 Saxon Wood Road.
32. To discuss the car park including EV Charging Points. **To resolve to sign the Cluster Member Agreement.**
33. To receive any reports from Councillors and/or the Clerk.
34. Update/report from Village Hall Management Committee (VHMC). **To resolve that the lease between the PC and the VHMC, should be signed.**
35. To discuss issues raised with SMBC/speed signs.
36. To discuss CGPCs Action Plan (*issued to Parish Cllrs. with the agenda*).
37. To consider and resolve any action(s) in relation to items of correspondence received (*issued to Parish Cllrs.*).
38. To discuss and resolve any actions in relation to the ongoing CGPC action list (*issued to Parish Cllrs. with the agenda*).
39. Agenda items for next meeting.
40. **To resolve that due to the special nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.**
41. To discuss and resolve any actions regarding any items of correspondence or matters considered confidential.
42. PAYE, payroll and Pension Scheme.

Marie Zizzi