

25th June 2025

Dear Councillors

You are summoned to attend an **Extraordinary Meeting of Great Boughton Parish Council** at 7pm on Monday, 30th June 2025 at Caldy Valley Community Centre.

In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are welcome to attend Part One. Please note that the parish council do not record their council meetings but are aware that outside bodies may do so and may share them publicly; by joining this meeting, you are agreeing to this.

Sophia Samuel

Interim Clerk

**AGENDA**

# PART ONE - PUBLIC

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| 01.07.01 | **Attendance and Apologies:** *To* ***note*** *attendance and to* ***receive*** *apologies and to* ***approve*** *reasons for absence.*  |
| 01.07.02 | ***Planning Applications:*** *To* ***consider*** *planning applications since 16th June 2025, including any that are received after this agenda has been issued:*

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| *Ref No* | *Site Address* | *Proposal* | *Response* |
| *25/01365/FUL* | *100 Vicars Cross Road Great Boughton Chester CH3 5NW* | *Extension of dropped kerb* | *7th July 2025* |
| *25/01196/FUL* | *15 Braemar Close Great Boughton Chester CH3 5HT* | *Side dormer to an existing loft room. (Re-submission of 24/02362/FUL).* | *7th July 2025* |
| *25/01908/TPO* | *17 Gleggs Close Great Boughton Chester CH3 5RE* | *T1 Oak to side of property - Crown reduce by 2m, side prune for 1.5-2m property clearance and ring ivy at base. T2 Ash - Remove x2 lower branches and reduce by 1m. T3 Ash - Prune back to clear boundary. 2/3x Small saplings on fence line - Remove to ground level. Hawthorn - Side prune.* | *14th July 2025* |
| *25/01392/FUL* | *9 Elstree Avenue Great Boughton Chester CH3 5HJ* | *External render to all elevations* | *14th July 2025* |
| *25/01702/TPO* | *Land Adjacent To 17 Greggs Close Great Boughton Chester CH3 5RE* | *T1 Oak - Crown reduce by 2m and shape canopy as required and side prune for 1.5 -2m property clearance and ring ivy at base. T2 Ash - Remove 2 x low branches and side prune remaining to reduce overhangs. Saplings and young small self-set trees along fence line fell and side back hawthorn as maybe required for maintenance.* | *14th July 2025* |

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| 01.07.03 | **Establishment of Staffing Committee:** 1. *To* ***agree*** *and* ***approve*** *the establishment of a Staffing Committee with delegated powers*
2. *To* ***consider*** *and* ***approve*** *the draft Terms of Reference to be distributed prior to the meeting*
3. *To* ***agree*** *and* ***approve*** *the membership of the Staffing Committee*
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| 01.07.04 | **Date of Next Meeting:** *21st July 2025* |

# PART TWO – CONFIDENTIAL

*Part Two items are confidential and are defined by the Information Commissioner’s Office as containing personal information, information obtained in confidence and/or sensitive commercial interests). More information is contained in the Good Clerk’s Handbook NALC 2017.*

*http://www.nalc.gov.uk/library/publications/801-good-councillors-guide/file*

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| 01.07.04 | **Exclusion of Press and public:** *In view of the confidential nature of the matters to be discussed, Council is advised to resolve to exclude the press and public from the meeting for the items following, pursuant to the Public Bodies (Admissions to Meetings) Act 1960* |
| 01.07.05 | **Attendance and Apologies:** *To* ***note*** *attendance and to* ***receive*** *apologies and to* ***approve*** *reasons for absence.*  |
| 01.07.06 | **Staffing update and next steps:**  *to* ***receive*** *an* ***update*** *on the current staffing situation and agree that the Staffing Committee take urgent action to ensure the future stability of the Council, reporting back to the full Council on 21st July with an action plan for approval.* 1. *To* ***consider*** *and* ***approve*** *the Recruitment Pack for Clerk Position*
2. *To* ***consider*** *and* ***approve*** *the Advertisement for Clerk Position*
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| 01.07.07 | **Date of Next Meeting:** *21st July 2025* |