

# NORLEY PARISH COUNCIL

**Chair:** Councillor D O'Connor

**Parish Clerk:** Gaynor Hawthornthwaite

39 High Street, Norley, Cheshire WA6 8JD

**Telephone:** 07860 431965 (M)/01928 787469 (Home)

**Email:** [norley.clerk@outlook.com](mailto:norley.clerk@outlook.com)

**The Annual meeting of Norley Parish Council will be held immediately  
after the Norley Parish Meeting  
on Wednesday 20<sup>th</sup> May 2026 at Norley NCK Centre**

## AGENDA

1. Apologies for Absence
2. Declarations of Interests
3. Public Speaking Time/Open Forum
4. Election of Chairperson
5. Appointment of Vice Chairperson
6. Appointment of Representatives and Officers
7. Review of Working Practices/Meetings 2025/2026
8. Approval of minutes of Norley Parish Council Meeting held on 13<sup>th</sup> April 2026
9. Matters arising from the minutes of Norley Parish Council Meeting held on 13<sup>th</sup> April 2026.
10. Community Speed Watch Update
11. Planning Matters:
12. Clerk's Report and Correspondence
13. Financial Matters:
  - Approval of Annual Return:
    - Completion of Section 1 – Annual Governance Statement 2025/26 – Complete and sign Section 1
    - Completion of Section 2 – Accounting Statements 2025/2026– Complete and sign Section 2
    - Approval of Certificate of Exemption – External Audit
    - Approval of Accounts 2025/26
    - Approval of Internal Auditor's 2025/26 Report
  - Appointment of Internal Auditor for 2026/27

Approval of the following payments:

- Payroll for last 3 months - £57.60 – Rose Rowland and Co Ltd
- April Website Maintenance and Development – Rabbit Digital - £26.25
- Chalc Membership for 2026/27 - £419.20
- Completion of Internal Audit 2025/26 – JDH Business Services Ltd - £418.80
- Scheduled SID Maintenance in April 2026 – Rock Graphics - £144.00

14. Date of Next Meeting – **Monday 22<sup>nd</sup> June 2026 at 7 pm**