

## Chetwynd Aston & Woodcote Parish Council

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To all Councillors, Chetwynd Aston & Woodcote Parish Council  
Copied to others for information.

Dear Councillors,

**NOTICE IS HEREBY GIVEN** that a Full Council meeting of Chetwynd Aston & Woodcote Parish Council for the municipal year 2025/26 will take place on the **29<sup>th</sup> October 2025 at 7.30pm** to be held at Church & Chetwynd Aston Village Hall. Councillors are summoned to attend for the transaction of business on this agenda.

Mrs K Goodwin, Clerk & RFO

### AGENDA

**36.2025/26 Apologies and declarations of Interest**

To receive apologies and record any non-pecuniary declarations of interest in matters relating to the business to be contacted on this agenda.

**37.2025/26 Public session**

Members of the public to ask questions to the council, 15 minutes is set aside for this item. Candidates for co-option may wish to give information on their background and explain why they wish to become a member of the Parish Council.

**38.2025/26 Co-option**

- i. To adopt a co-option policy.
- ii. To receive written applications for the office of Parish Councillor and to co-opt a candidate to fill the existing vacancies. If resolved the named individuals shall make their declaration in presence of the Proper Officer.

**39.2025/26 Reports from Telford & Wrekin Council**

To receive any reports from the Ward Member for Church Aston & Lilleshall.

**40.2025/26 Reports from West Mercia Police**

To receive any reports from the Safer Neighbourhood Team.

**41.2025/26 Reports from Parish Councillors**

To receive any reports from Parish Councillors relating to matters affecting the Parish or any outside body reports.

**42.2025/26 Minutes of the meeting held 23<sup>rd</sup> July 2025**

Copies have been distributed to members of the Council and will be displayed on the website

**43.2025/26 Parish assets**

Members to receive reports/updates on the following parish assets and consider any relevant actions:

- i. Parish planters
- ii. Speed Indication Devices
- iii. Noticeboard

#### **44.2025/26 Correspondence**

To consider any items for discussion or consider actions appropriate.

- i. Community Governance Review 2025
- ii. Letter to Parish Councillors from Mark Pritchard MP
- iii. Remembrance

#### **45.2025/26 Planning**

- i. To consider comments on any planning applications.
- ii. To note planning applications refused/approved since last meeting.
- iii. To note any enforcement cases relating to the parish.
- iv. To receive any updates in relation to the Local Plan Review.

#### **46.2025/6 Purchase of laptop, Microsoft 365 subscription and anti-virus software.**

To ratify the action taken by the Clerk under delegated authority, in consultation with the Chair in accordance with Financial Regulation 5.15, to purchase ICT equipment which is essential for the Clerk to carry out their role.

#### **47.2025/26 Financial reports**

- i. To approve the schedule of payments for July, August and September 2025 and consider the month-end bank reconciliations for July, August and September 2025.
- ii. To consider any budget proposals, to support the Clerk's preparations of the 2026/27 budget.

#### **48.2025/26 Next meeting**

Wednesday 26<sup>th</sup> November 2025, 7.30pm at Church & Chetwynd Aston Village Hall.

#### **49.2025/6 Private session**

Public Bodies (Admissions to Meetings) Act 1960 – To resolve that in view of the confidential nature of the business about to be transacted which will involve likely disclosure of exempt information as defined in the Public Bodies (Admission to Meetings) Act 1960, the public and press will be temporarily excluded from the meeting and asked to withdraw.

#### **50.2025/6 Personnel**

To resolve pension arrangements for the Clerk.