



**Councillors are summoned to attend the  
Extra Ordinary Meeting of  
WEAVERHAM PARISH COUNCIL**

To be held at  
**Weaverham Community Centre, Russett Road, Weaverham, CW83HY**  
on  
**Tuesday 18<sup>th</sup> March 2025 at 7.30 pm**

Actin Clerk: Adrian Morgan  
Email: clerk@weaverhampc.co.uk  
Tel: 01606 854451

**AGENDA**

159 **Public Open Forum** Members of the public are invited to address Councillors and raise issues of concern. This session will last no longer than 10 minutes (standing Order 1e). Each member of the public is entitled to speak once only and shall speak for not more than 3 minutes (Standing Order 1f).

160 To **approve** any apologies for absence.

161 To **receive** any new declarations of interest.

**162 Minutes**

162.1 To **approve** minutes of Council meeting held on Monday 10<sup>th</sup> March 2025.

**Resolved to exclude the public under the Local Government Act 1972 Section 12A PART 19(i) Part B**

163 To **approve** Clerk’s Contract of Employment.

164 To **appoint** a Personnel Committee consisting of Chair, Vice Chair, and the Chair of Finance & Policy Committee.

165 To **approve** the Chair as the Clerk’s line manager.

166 To **Confirm** date of the next meeting of Council, Monday 24<sup>th</sup> March 2025.

Signed

Adrian Morgan  
Acting Clerk.



## WEAVERHAM PARISH COUNCIL

Minutes of an ordinary meeting  
held at Weaverham Community Centre on  
Monday 10<sup>th</sup> March 2025 at 7pm.

Present: Gillian Edwards (GE) Chairman, Jason Endress (JE), Nigel Freestone (NF), Ian Mills (IM), Roger Moss (RM), John Freeman (JF), Mike Gerrard (MG) Peter Wilkinson (PW) Rees Lasseter (RL) And John Pether (JP)

In attendance: 1 member of the public

148. **Public Open Forum.** A Member of the public raised the following issues with the council: -

148.1 Lack of car parking on Russet Road and why was the doctor's surgery car park closed. The Chair & Clerk gave a verbal response. Council will investigate opening the old Youth Club. Which will be discussed at the next meeting of Council.

148.2 The Chair read out an email from a resident that objected to the Council using consultants to fill the Clerk's vacancy wasting Council money.

149. Apologies were received from Keith O'Neil (KO). Iain Lasseter (IL) who will be late were **approved.**

150. There was no new declaration of interest given.

151. **Minutes**

151.1 The minutes of meeting held on Monday 24<sup>th</sup> February 2025 were **approved.**

152 Council **approved** the following Policies and Procedures.

- a. Standing Orders
- b. Financial Regulations
- c. Social Media Policy
- d. General Privacy Notice
- e. Council Data Audit
- f. Subject Access Request
- g. Media Consent Form
- h. IT Security Policy
- i. Data Retention Policy
- j. Data Breach Response Plan
- k. Complaints Procedure
- l. Members Code of Conduct.

153 The Council's Asset Register was **approved.**

154 The Council's Risk Assessment for Bonfire Night was **approved.**



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155 **Clerk's Update:** Council approved the cheque payments totalling £1,801.12 for 5 suppliers. **approved.**

The following councillors signed cheques for the Weaverham Community Centre due to lack of signatories. Cllr P Wilkinson signed Cheque 2278 £72.00 for Cllr J Freeman signed Cheque 22574 £90.00. **approved.**

156. To **Confirm** date of next meeting: Monday 24<sup>th</sup> February 2025 at 7:00pm.

Signed as a true record.

Name .....

Signature .....

Date .....