

BAXTERLEY PARISH COUNCIL

Clerk to the Council:

Email: Clerk.baxterleypc@gmail.com

Correspondence address 167 Main Road Baxterley

16th October 2025

Dear Councillor

You are hereby summoned to attend the next full Parish Council meeting to be held on **Thursday 23rd October 2025**. The Meeting will be held at the **School Room, Baxterley Church, Main Road Baxterley**. If you are unable to attend, please forward your apologies to the Clerk.

Members of the public are welcome to attend.

D Rollason

Dave Rollason

Acting Clerk & RFO to the Parish Council

7.15pm – Open Forum

Public participation: To adjourn to allow public participation. Questions to be emailed to the Clerk prior to the meeting.

Parish Council Meeting

2075. Apologies & reasons for absence

2076. Declarations of interest

- (i) To provide an opportunity for Members to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda
- (ii) To consider any written applications for dispensations in accordance with the provisions of S33 of the Localism Act 2011 with regard to any item on the Agenda.

2077. Minutes of the previous meetings:

To approve minutes of the Parish Council Meeting held on 25th September 2025.

2078. Matters arising that are not listed as agenda items

2079. Correspondence

To receive correspondence

2080. Reports from Police, WCC and NWBC Councillors

Councillors are requested to use this opportunity to report any updates or relevant information.

2081. Planning applications, consultations and updates

Planning applications update.

2082. Finance

2082.1 Income, expenditure

Recommendation: Receive and approve all payments

DATE				
September 25				
01.09.25	E32	Alison Gregory	Website annual charge	£146.00
01.09.25	E33	Prontaprint	Newsletter	£112.00
01.09.25	E34	Alison stevens	salary	£361.66
29.09.25	E35	Alison stevens	defib pads reimbursement	£82.80
29.09.25	E36	Alison stevens	Microsoft subscription	£84.99
29.09.25	E37	Alison stevens	salary	£373.10
29.09.25	E38	Alison stevens	working from home allowance	£40.00
29.09.25	E39	NWBC	garage rent	£26.00
29.09.25	E40	Baxterley church fund	Churchyard maintenance grant	£1,000.00
30.09.25	E41	Unity Trust	charges	£6.00

Income

25.09.25	R	NWBC	Precept	£7500.00
30.09.25	R	Unity Trust	Interest	£120.36

Balances

September 25		
30.09.25	Current account	£13,319.92
30.09.25	Savings account	£21,344.13

2082.2 Bank Reconciliation

Recommendation: Receive and approve

2082.3 Quarterly report

Recommendation: Receive and approve

2083. Future Meeting Dates

Recommendation: Set the dates for meetings in 2026

2084. Budget review

Discuss budget proposals and any changes needed before submission for precept request in December 2025.

2085. Christmas Events

Finalise arrangements and numbers for events.

2086. Appointment of new clerk

Update the council on the appointment of the new clerk.

2087. Clerk and Councillor's Reports and items for future Agenda:

Councillors and Clerk are requested to use this opportunity to report minor matters of information or action, not included elsewhere on the agenda, and to raise items for future Agendas.

2088. Date of the next meeting

Recommendation: To confirm the date of the next meeting is **Thursday 20th November 2025 and will be held at The Rose Inn.**