

**ROWTON PARISH COUNCIL**  
[www.rowtonparishcouncil.org.uk](http://www.rowtonparishcouncil.org.uk)

**To Members of Rowton Parish Council** You are duly summoned to attend the ordinary meeting of Rowton Parish Council to be held at **7.15 pm on Monday 18th May 2026** at Rowton Methodist Church, Moor Lane, Rowton.

*P. Johnson*

Pippa Johnson  
 Clerk to Rowton Parish Council  
 clerk@rowtonparishcouncil.gov.uk

**The agenda includes ‘PUBLIC PARTICIPATION’ where residents are invited to give their views and question the Parish Council on the agenda or raise issues for future consideration at the discretion of the Chair.**

## AGENDA

<b>1.</b>	<b>Elect a Chairperson</b>	To elect a Chairperson for the 2026 – 2027 year
<b>2.</b>	<b>Elect a Vice Chairperson</b>	To elect a Vice Chairperson for the 2026 – 2027 year
<b>3.</b>	<b>Apologies</b>	To receive apologies and reasons for absence
<b>4.</b>	<b>Declaration of Interest</b>	To declare any personal/prejudicial interest in items on the agenda and their nature
<b>5.</b>	<b>Minutes</b>	To approve the minutes of the extraordinary meeting held on 11 <sup>th</sup> May 2026 and the 2 <sup>nd</sup> March 2026
<b>6.</b>	<b>Public Participation</b>	When members of the public may comment or raise issues affecting the Parish
<b>7.</b>	<b>Planning</b>	a) To note the planning register b) To resolve to approve the objection to the planning application on Moor Lane – Planning no: 25/03444/OUT and to approve the call in. c) To resolve to approve the objection to the planning application on Rowton Bridge – Planning no: 26/01188/OUT
<b>8.</b>	<b>NDP</b>	To resolve to begin the process of completing the Neighbourhood Development Plan
<b>9.</b>	<b>Finance</b>	a) To approve payments since last meeting:- see attached sheet b) To approve any clerk reimbursements c) To confirm up-to-date bank balance d) To approve and sign bank reconciliation against cash book e) To approve the following regular payments: <ul style="list-style-type: none"> <li>• Clerk Salary as indicated by the payroll company</li> <li>• NI/Income Tax as indicated by the payroll company</li> <li>• Pension Contributions as indicated by the payroll company</li> <li>• Clerk Mobile Phone</li> <li>• SLCC</li> <li>• CHALC</li> <li>• Microsoft 365 annual subscription</li> <li>• Information Commissioner</li> <li>• Chairs allowance £150</li> <li>• Payroll company as per their invoice</li> <li>• Website hosting £170.00</li> <li>• Zurich Insurance as per the three year agreement</li> </ul> f) To approve the payment of £75.89 for Invoice for contribution to CGBA Consultancy Fees re Presentations to CWaC
<b>10.</b>	<b>Annual Governance and Accountability</b>	a) To approve and note the Annual Internal Audit Report

	<b>Return</b>	<p>b) To approve and sign the Certificate of Exemption (gross expenditure is below £25k) and confirm the Parish Council's exemption from the Limited Assurance Review.</p> <p>c) To approve and sign Section 1 Annual Governance Statement</p> <p>d) To approve and sign Section Annual Accounting Statement</p> <p>e) To note the Period of Notice of Public Rights starts on 3 June and finishes on 14 July 2025</p>
<b>11.</b>	<b>Policies</b>	<p>To approve the following policies:</p> <p>a) Standing Orders</p> <p>b) Financial Regulations</p> <p>c) Code of Conduct</p> <p>d) Member/Officer Protocol</p> <p>e) GDPR</p> <p>f) Risk Assessment</p>
<b>12.</b>	<b>Register of Interests</b>	To review and amend the Register of Interests if necessary
<b>13.</b>	<b>General Correspondence</b>	See Folder
<b>14.</b>	<b>Date of Next Meeting</b>	Monday 13th July 2026