



Notice is hereby given that Partington Parish Council Councillors are summonsed to the Annual Parish meeting of will take place on:

Date: Wednesday, 6th May 2026

Time: 6:00 PM

Venue: The Community Centre, Central Road

clerk@partingtonparishcouncil.gov.uk

Agenda Part A (Public)

Welcome to the Annual Meeting. The Vice Chair will open the meeting and outline housekeeping arrangements for Councillors and members of the public prior to commencement.

1. Election of Chair for the Ensuing Year

1.1 To receive nominations and elect a **Chairperson**.

1.2 To formally recognise the newly elected Chair, to welcome them to the role, and for the Chair to sign the Declaration of Acceptance of Office.

2. Election of Officers for the Ensuing Year

2.1 To receive nominations and elect a **Vice-Chair**.

2.2 To receive nominations and elect a **Treasurer**.

2.3 To confirm that the Clerk will be the **Responsible Financial Officer**.

3. Declarations of Acceptance to office

3.1 To receive the 2026–2027 Declarations of Acceptance of Office forms.

4. Apologies for Absence and Confirmation of Quorum

4.1 To receive and approve apologies for absence and to confirm that the meeting is quorate.

5. Minutes of the Previous Annual Meeting

5.1 To approve and sign the minutes of the Monthly Meeting held on 15th April 2026, [P1281 to P1286]

5.1.1 To consider matters arising from the minutes

6. Council Policies

6.1 To review, consider and formally adopt the Council's Policies and Procedures, including:

- Standing Orders
- Financial Regulations
- Code of Conduct
- IT & GDPR Policy with Assertion 10 Action plan

7. Declarations of Interest (DOI)

7.1 Members are requested to declare any disclosable pecuniary or personal interests in respect of items on the agenda.

8. Open Forum

A public session will be held prior to the meeting for comments on agenda items. Speakers will be limited to 2–3 minutes. Political discussions are not permitted. No further public input will be accepted once the Open Forum concludes.

9. Reports and Updates on Recurring Agenda Items

9.1 Community Centre and Local Asset Updates – JRF, BW & IE

9.1.1 To update Members on this standing agenda item, which will cover updates, proposals, and resolutions concerning community buildings and other local assets

9.2 Online Reports Log

9.2.1 To note the summary of online reports submitted.

DATE	REF	REF	ADDRESS	ADDRESS	ISSUE REPORTED	TBC RESPONSE	FEEDBACK
13/01/2026	CAS	158807-M7Q8	Moss Lane	Warburton	Deep pothole on Moss Lane, Warburton		Reported to TBC
21/01/2026	NR	2600121-000455	Manchester Road	Partington	Leaning tree		Reported to network Rail
11/02/2026	CAS	168890-FOB6	Central Service Road	Partington	Worn road Markings & lack of no parking signage		Reported to TBC
03/03/2026	CAS	174195-Y9D4	Moss Lane	Partington	Overhanging low broken branch		Reported to TBC
27/03/2026	CAS	182984-N6S1	Flats at the rear of Myrtle	Partington	Flytipped rubbish		Reported to TBC

10. Action Updates

10.4.1 To update the Council on Actions raised from the previous meeting.

1. Arrange a card of thanks for Councillors to sign at the next meeting. **(To be signed at the meeting)**
2. Investigate requirements for street trader licences, insurance, music licensing, and health & safety/risk assessments for the event scheduled on 15th August (12:00–16:00) and include as a future agenda item. **(Ongoing)**
3. Seek clarification regarding cutting, nesting, and maintenance rules (including nesting periods) for application 118598/TPO/26 – Land to the rear of 49–93 Thirlmere Road. **(Emailed and ongoing)**
4. Submit objection to Trafford Borough Council for application 118758/VAR/26 reflecting concerns regarding opening hours, light pollution, and parking. **(Completed)**
5. Enquire about hedge cutting/nesting season regulations and report back. **(Ongoing)**
6. Write to the Head of Planning at Trafford Borough Council outlining the Council's concerns regarding the above application. **(Completed)**
7. Contact an alternative provider to arrange room hire at the Community Centre. **(Confirm what date with Cllrs)**
8. Update Andrew Western regarding the monthly renewable lease at Millbank, confirming it is a short-term arrangement and that Moss Lane Rovers were informed. **(Completed)**
9. Write to Moss Lane Rovers to issue a 3 months' notice to quit letter & final invoice. **(Completed)**
10. Report litter concerns at SAICA. **(Completed)**

11. Event Updates

11.1 To hear updates on upcoming events if any.

12. Planning Applications

12. 1 To note any recent planning applications received from Trafford Borough Council.

POR: Any new planning applications received after the publication of this agenda will be reported at the meeting.

9.1.1 **118399/DEM/26** – Ash Road, Cranberry Road, Wood Lane A, B and C and Cumberland Road, Partington, Demolition of redundant bedsits building on Cumberland Rd, 4 no. redundant garages on Ash Rd, 3 no. redundant garages on Cranbury Road, 9 no. redundant garages on Wood Lane A, 9 no. redundant garages on Wood Lane B, 4 no. redundant garages on Wood Lane C (Consultation under schedule 2, part 11, Class B of the Town and Country Planning (General Permitted Development order) (England) order 2015.) The sites are to be cleared and made good. Received 27/04/26 Cllrs Notified 27/04/26

13. Casual Vacancy/Co-Option

13.1 To note that the statutory notice period has expired and that the two vacancies may now be filled by co-option in accordance with the Local Government Act 1972.

13.2 To consider each application and, following discussion, to vote on the appointment of a candidate to fill the vacancy.

13.3 To resolve to co-opt the successful candidate and, if present, for the Declaration of Acceptance of Office to be signed.

14. Schedule of Meetings 2026–2027

14.1 To consider and approve the schedule of meetings for the municipal year 2026–2027 as set out in The Standing Orders.

- Wednesday 6 May 2026, 6pm (Annual Meeting)
- Wednesday 10 June 2026, 6pm
- Wednesday 8 July 2026, 6pm
- Wednesday 9 September 2026, 6pm
- Wednesday 7 October 2026, 6pm
- Wednesday 11 November 2026, 6pm

- Wednesday 9 December 2026, 6pm
- Wednesday 13 January 2027, 6pm
- Wednesday 10 March 2027, 6pm

15. Finance

15.1 AGAR (Annual Governance and Accountability Return) 2025–2026

15.1.1 To review and approve the effectiveness of the Council’s system of internal control and the year-end financial report for the financial year 2025–2026, in preparation for internal and external audit, and to approve the Annual Governance and Accountability Return (AGAR) for submission to the external auditor.

15.2 Internal Audit Report

15.2.1 To receive the Internal Audit Report and to consider any matters arising in accordance with Assertion 10 of the Annual Governance and Accountability Return.

15.3 Risk Register 2026–2027

15.3.1 To review, consider that the Risk Register and associated Assertion 10 Action Plan be approved(attached)
POR: The Risk Register forms part of the Council’s governance framework and supports compliance with the Annual Governance and Accountability Return (AGAR), including Assertion 10.

16. Exclusion of the Public and Press

To consider passing a resolution, in accordance with the Public Bodies (Admission to Meetings) Act 1960, to exclude members of the public and press from the meeting during consideration of the following item(s) due to the confidential nature of the business to be transacted.

PART B – CONFIDENTIAL ITEMS

17. Confidential – Cllr Updates

17.1 To receive an update regarding Cllr T Bairstow’s surgeries.

17.2 To receive an update and await direction regarding The Hub and emails circulated.

18. Staffing Matters

18.1 To consider any confidential matters relating to staffing, contracts, or other sensitive issues.

18.1.1 To consider aligning the Clerk’s salary with the appropriate National Joint Council (NJC) pay scales in accordance with national guidance and legislation, and to determine the appropriate salary banding and spinal column point, with a view to resolving implementation.

18.1.2 To consider and agree any back pay due following the application of the correct pay scale.

18.1.3 To review and update the Clerk’s contract of employment to ensure it reflects current legislative requirements and terms and conditions, and to confirm continuity of service with no break in employment.

19. Any Other Business (for information only)

19.1 To receive any items of information.

POR: No decisions can be made under this item.

20. Date of Next Meeting

20.1 The next meeting will be the **Monthly Meeting** scheduled for **Wednesday 10 June 2026, 6pm at** The Community Centre, Partington .

Sharon Booth

S Booth, Parish Clerk
 Partington Parish Council
 6th May 2026