



Poynton with Worth
Town Council

Civic Hall, off Park Lane, Poynton, Cheshire, SK12 1RB

Date: 10th September 2025

You are summoned to a meeting of the Town Council's Management & Establishment Committee to be held at 8.00pm on Monday 15th September 2025 at the Civic Hall, Poynton, SK12 1RB. Press and public are welcome to attend the meeting, and members of the public may ask questions under item 2.

Yours faithfully,

Haf Barlow
Town Clerk

Agenda

1. To note if anyone attending, or present, at the Committee meeting is making, or intends to make, an audio recording or film of the meeting.
2. Questions from members of the public.
3. Apologies for absence.
4. Declarations of disclosable pecuniary or other interests.
5. To approve as an accurate record the minutes of the previous meeting of the Management and Establishment Committee meeting held on the 12th May 2025.
6. To note that there are currently no outstanding items on the action log.
7. To agree Town Council opening hours and service levels for Christmas 2025.
8. To approve the draft M&E Committee remit.
9. To consider how apologies and where no apologies have been tabled should be noted in the minutes.
10. To review the draft strategic plan and agree to recommend the plan to Town Council.
11. To consider whether to volunteer to be a pilot for the Cheshire East Parish Council Information Framework Scheme.
12. To note the arrangements to present an award to before Town Council on Monday 6th October 2025.

13. To resolve to exclude the press and public on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Part B

14. To receive a report from the Clerk on staffing and agree the recommendations included in the report.