

Whixall Parish Council



Chairman: Ian Mercer

**Minutes of the Parish Council's Annual Parish Council Meeting held on 8 May 2024
at Whixall Social Centre starting at 7:30pm**

Present:

Councillors: A Rawlinson (meeting Chair); B Harris; J Spenser, M Howard (joined at 7.44pm)

Shropshire Councillors: Cllr P Broomhall

Clerk: A Roberts

Other Organisations 1

Members of the Public 5

35/24 Election of Chairman of the Council

Resolved: Cllr Mercer is elected as Chairman of the Council.

Cllr Mercer to sign the acceptance of office at the earliest opportunity..

36/24 Election of the Vice Chair of the Council

Resolved: Cllr Rawlinson is elected as Vice Chair of the Council.

Cllr Rawlinson signed the acceptance of office and took the Chair.

37/24 Apologies for Absence

Cllr I Mercer, Cllr P Rodenhurst; Cllr M Evans, Cllr E Towers;

38/24 Public Session

Pete Bowyer (English Nature) gave a further update on the following

- The joint letter to residents about maintenance of the Lord Hill ditch will go out on 9 May.
- At a meeting with representatives from the Parish Council it was agreed that Natural England would carry out the replacement of the Marlot Culvert and the Parish Council would pay for materials. This work will take place later in the year.
- Water level management consultation (minute ref 48/24b)
- Natural England are proposing to re-route a ditch adjacent to the Marlot. This will come to the Council through planning.

39/24 Declarations of Pecuniary Interest

None declared.

40/24 Minutes of Previous Meeting

Acceptance of the minutes of the Council meeting held on 10 April 2024 was deferred to the next meeting as no attendees were present at the April meeting.

41/24 To agree Councillor Appointments

a. Personnel Committee

Resolved: Cllr Rawlinson, Cllr Harris and Cllr Mercer will form the Personnel Committee.

b. Flood Liaison Representative

Resolved: Cllr Rawlinson is the Flood Liaison Representative.

- c. Marlot Liaison Group

Resolved: Cllr Mercer, and Cllr Rawlinson will represent the Council on the Marlot Liaison Group.

42/24 To Agree Representatives on Outside Bodies

- a. North Shropshire Area Committee

Resolved: Cllr Harris is the NSAC representative.

- b. Helicopter Noise Liaison Group

Resolved: Cllr Mercer is the HNLG representative.

- c. Whixall URC Graveyard Trust

Resolved: Cllr Spenser is the WURCGT representative.

43/24 Reissue of Documents

All councillors received the Code of Conduct and Procedures for Disclosure of Pecuniary Interest by email before the meeting. Their contents were noted.

44/24 To Reapprove Policies

Resolved: The Council's Standing Orders and Scheme of Delegation are reapproved.

New model financial regulations were published on the day of the meeting and will be considered at the next meeting of the Council.

45/24 To Agree Dates of Future Meetings

Resolved: In the current Municipal Year, the Council will meet on the second Wednesday of every month except January when the meeting will be held on the third Wednesday and August and December when no Council meetings are scheduled.

46/24 Reports

Reports from Shropshire Councillors' and the Clerk were circulated in advance. Their contents were noted.

47/24 Parish Matters

- a. The Marlot report was circulated in advance. Its content was noted.
- b. Annual Parish Meeting. The Clerk reported that Shropshire Council's flooding officer had not responded to the invitation to speak. The Graveyard Trust are unable to send a representative. North Salop Wheelers have arranged a volunteer evening which clashes with the APM are unable to send a representative. The Social Centre will send a representative.

48/24 Consultations

The information was circulated in advance of the meeting.

- a. Shropshire Council Waste Consultations.

Following a discussion it was

Resolved that members will submit individual responses to the consultation.

- b. Severn Valley Water Management Scheme

Resolved: The Clerk will submit a draft response to members for comment, prior to responding on behalf of the Council.

49/24 **Insurance**

Following a discussion it was

Resolved that the Council will insure through Clear Council from 1 June 2024 – 31 May 2025 and £226.67 will be taken from General Reserves to cover the additional cost.

50/24 **Planning**

a. To consider applications

Proposed Dog Exercise Field to the East of Church Lane
24/01318/FUL Change of use of land to form dog exercise field including formation of new vehicular access, parking and fencing.

Resolved: The Council supports application 24/01318/FUL without comment.

b. The following planning decision was noted

Single storey extension to provide new sitting room, internal alterations and application of external wall insulation.
24/01014/FUL Hornspike Lane Farm, SY13 2QD
Grant Permission

51/24 **Financial Matters**

a. To receive monthly bank balance record.

DATE	ACCOUNT NAME	AMOUNT
30 April 2024	Current Account (Working Budget)	£13,049.27
	Savings Account (Reserves)	£15,829.10
TOTAL		£28,878.37

The bank reconciliation and statements were checked and approved by Cllr Howard and the balances were noted.

b. To resolve to approve outstanding accounts

Resolved: The outstanding accounts should be paid and the payment transactions authorised by two nominated councillors.

Recipient	Reason for Payment	Amount £	Ref.
Payments Made Before the Meeting			
Hugo Fox	Web Site	23.99	5.24DD
New Payments to be approved			
HMRC	PAYE	79.80	6.24
Employee	Salary	319.69	7.24
NEST	Pension Contributions	79.45	8.24DD
Employee	Reimbursement	45.75	9.24

c. To approve the Council's Subscription to EasyPC Accounts

Resolved: The Council will subscribe to EasyPC Accounts for an initial period of 12 months, including the 3-month free trial period.

d. Annual Governance and Accountability Return

i. Exemption from Limited Assurance Review

Resolved: The Council will declare itself exempt from the Limited Assurance Review in line with the AGAR requirements.

ii. Internal Controls

Resolved: The Council has reviewed and approved the effectiveness of internal control (Financial Regulations Review) and approves the Annual Governance Statement.

iii. Accounting Statements

Resolved: The Council has reviewed, considered and approved the accounting statements (Section 2 of the Annual Governance and Accountability Return).

The Chairman and Clerk signed the Certificate of Exemption and Parts 1 and 2 of the Annual Governance and Accountability Return as required.

Scheduled date of next meeting

10 July 2024 (7.30pm)

The meeting closed at 8.00pm.