

Whittington Parish Council

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Hawthorn Cottage, Porthywaen, Oswestry, Shropshire, SY10 8LX

15th January 2020

Dear Councillors,

YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL TO BE HELD ON **TUESDAY 21ST JANUARY 2020 AT 7.30PM** IN THE **SENIOR CITIZEN'S HALL**, STATION ROAD, WHITTINGTON FOR THE TRANSACTION OF BUSINESS AS SET OUT IN THE AGENDA BELOW.



Mrs A Jones, Clerk to the Council

AGENDA

1.20 APOLOGIES FOR ABSENCE

2.20 DISCLOSABLE PECUNIARY INTERESTS

[Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable interest, whether or not the interest is entered in the register of members' interest maintained by the Monitoring Officer]

- a) **Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.**
- b) **To consider any applications for dispensation.**

3.20 CONFIRMATION OF MINUTES

To confirm the Minutes of the Full Council Meeting held on 17.12.19

4.20 PUBLIC PARTICIPATION

To allow public participation in accordance with the Council's Standing Order procedure.

5.20 POLICE REPORT

To receive a written and verbal Police Report (dependent on their attendance at this meeting).

6.20 REPORTS

- a) **Chair's Report** – Consider matters arising since the last meeting.
- b) **Clerk's Progress Report** – Consider matters arising since the last meeting and consider request to attend an online webinar 'Making online documents accessible to all users'.
- c) **Whittington play area at Fitzgwarine** - To receive a report from Cllrs Davis and Charmley on the fortnightly visual inspections and receive an update on the installation of the Cradle Swings.

- d) **Councillor Reports** – To consider reports from Councillors who have attended meetings / training sessions on behalf of the council, since the last full council meeting.

7.20 SHROPSHIRE COUNCILLOR REPORT

To receive a report from Councillor Steve Charmley.

8.20 HIGHWAYS MATTERS

- a) **Castle Street** – Receive an update and a report following the meeting with Shropshire Councillor Steve Davenport.
 b) **Vehicle Activated Signs** – To receive an update.

9.20 PLANNING

- a) **To note any planning decisions – none received at date of agenda**
- b) **Planning applications for consideration**
- I. **Reference:** 19/05570/FUL (validated: 02/01/2020)
Address: North Lodge , Twmpath Lane, Gobowen, SY10 7AH
Proposal: Erection of two-storey rear extension and formation of new en-suite within existing roof
- c) **Consider Planning applications not listed above that are received after the issue of this agenda and are included on Shropshire Council’s website.**
- d) **Planning Applications – FOR INFORMATION ONLY**
- I. **PLANNING REFERENCE:** 20/00073/VRW106
DEVELOPMENT PROPOSED: Variation of Section 106 for planning application number 18/03954/VAR
LOCATION: Proposed Residential Development West Of, Artillery Road, Park Hall.

10.20 ACCOUNTS

- a) **Uncashed payment** – To note that cheque 3060 (Whittington Castle - £25) is an outstanding uncashed payment and consider re-issue of payment via cheque 3078
 b) **Payments** - Consider the following accounts for payment:

CHEQUE NUMBER	PAYMENT TO	DESCRIPTION	NET	VAT	GROSS
3076	Clerk	Salary 1 st January – 31 st January	898.46	0.00	898.46
		Expenses (Home Office Allowance, mileage & stationery)	62.89	0.00	62.89
		Total	961.35		961.35
3077	HMRC	Clerk - PAYE Payments (Month 10)	26.82	0.00	26.82
		Employer NI	30.84	0.00	30.84
		Total	57.66	0.00	57.66

3078	Whittington Castle Preservation Trust	Room Hire – December mtg	25.00	0.00	25.00
		Re-issue of payment initially made via cheque 3060 (uncashed) for Room Hire – October mtg	25.00	0.00	25.00
3079	D & R Brewer	Grounds Maintenance – Month 10 (10/12 of total annual cost)	87.50	0.00	87.50
3080	Whittington Senior Citizens Club	Room Hire for January – March 2020	90.00	0.00	90.00
3081	Highline Electrical	S/Light Repairs – Dec	TBC	TBC	TBC
Direct Debit	NEST	Pension (Employer 12.91 & Employee 17.22 Contribution)	30.13	0.00	30.13

c) Income – To note income received

Date Received	From Whom and Description	Amount
31.12.19	NatWest – Interest	£3.74

d) Reconciliation - To approve bank reconciliation up to and including 31st December 2019

e) 3rd Quarter Budget Report – To consider the report (included as part of the draft 2020/21 budget)

f) Internal Controls – To appoint a councillor to carry out the 3rd quarter checks

11.20

PARISH COUNCIL ACTION PLAN

Consider the previously adopted plan updated by the Clerk for 2020/21 (also includes medium and long-term projects)

12.20

2020/21 PRECEPT SETTING AND BUDGET

a) To consider the budget proposal and draft budget prepared by the Clerk, presented under the following headings:

- I. Income (Receipts)
- II. Staff Costs (Payments)
- III. Administration (Payments)
- IV. Culture, Leisure and Recreation (Payments)
- V. Streetlighting (Payments)

b) To agree the budget for 2020/21

c) To set the parish precept for 2020/21

13.20

GRANT APPLICATIONS / DONATION REQUESTS

To consider grant applications received to date for payment in the 2019/20 financial year.

14.20

COUNCILLOR REPORTS / AREAS OF CONCERN / ITEMS FOR FUTURE AGENDA

Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. ***Councillors are respectfully reminded that this is not an opportunity for debate or decision making.***

15.20

CORRESPONDENCE

To note correspondence received:

1. SALC – News Bulletins
2. Shropshire Council - Road Closure: Market Street, Ellesmere. Start Date: 16th February. End Date: 16th February 2020. Purpose: Road Closure - Install Boundary Box in the Carriageway.
3. Severn Trent Community Fund – Details circulated to local community groups for information.
4. Shropshire Council - Road Closure: Whittington Level Crossing, Whittington. Start Date: 29th February. End Date: 1st March 2020. Purpose: Road Closure - Network Rail Works to enable track access for drainage vehicles
5. Shropshire Council – Place Plans, Publication Update. To note.
6. Shropshire Rural Bus Project Newsletter – January 2020

To consider:

1. Buckingham Palace Garden Party – Consider submitting a nomination
2. Consider request from a resident to donate trees to be planted in the new development – Castle Keep

16.20

DATE, TIME AND LOCATION OF NEXT MEETING

- a) To note the date and time of the next meeting.
- b) To discuss potential speakers for the May Annual Parish Meeting.

17.20

EXCLUSION OF PRESS AND PUBLIC

That in accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involves the likely disclosure of confidential information

Staffing Matters – To receive a report from the Finance and Executive Committee Members following the Clerk’s Annual Appraisal.
