

# Donington with Boscobel Parish Council

Clerk to the Council – V.N.Voysey  
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To all members of Donington with Boscobel Parish Council - Councillors:

**I HEREBY GIVE YOU NOTICE that the Annual Meeting of  
Donington with Boscobel Parish Council  
Will be held on Tuesday 21<sup>st</sup> May 2024  
at the Methodist Church Hall, Albrighton at 6pm**

Signed: Clerk to the Council v.n.voysey Date 11<sup>th</sup> May 2024

## AGENDA

**1. Election of Chairman**

- a) Nomination for Chairman of the Council
- b) Chairman to sign the Declaration of Office

**2. Election of Vice-Chairman**

- a) Nomination for Vice-Chairman of the Council
- b) Vice-Chairman to sign the Declaration of Office

**3. Welcome by the Chair**

**4. Apologies for absence and reasons:**

The Council is to receive, consider and note as appropriate, any apologies for absence.

**5. Declarations of Interest: a) Pecuniary b) Personal**

Members are reminded that they must not participate in any discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate

**6. Public Session:**

An opportunity for the public to speak to the Council on matters that concern the Parish

**7. Minutes:**

To confirm the minutes of the Council meeting held on Tuesday 16<sup>th</sup> April 2024

## 8. Matters Arising

- a) **Councillor Surgeries** to consider any updates on Councillor surgeries from the working party
- b) **Community Governance Review** to consider any updates regarding Shropshire Council's Community Governance Review of Albrighton and Donington Parishes.
- c) **Albrighton Village Hall Trust – Children's Summer Activities**  
To agree a grant amount towards the cost of the Children's Summer Activities

## 9. New Business

- a) **Standing Orders** - to review and approve the Standing Orders (previously adopted in May 2023, minute 2023.9)
- b) **Financial Regulations** – to review and approve the Financial Regulations (previously adopted in May 2023, minute 2023.9)
- c) **Parish Council representatives** – to consider appointments to Committee Representations.

The current list as approved in May 2023 (minute 23.9) is the following:

SALC	David Beechey
Nature Reserve	David Beechey, Christine Jones
Footpaths	Dawn Harper, Virginia Sankey
Albrighton Fayre	Robert Parry
R.A.F Cadets Cosford	Robert Parry, David Williams
Royal British Legion	David Williams, Hugh Kirton
Civic Society	David Beechey
Relief in Need	David Beechey, Robert Parry
AFLAG	Christine Jones, Phil Ogle
<i>Village Halls Trust</i>	<i>Hugh Kirton</i>

- d) **Chairman's Allowance** – to consider donation of the Chairman's Allowance as may be requested by the Chairman

## 10. Correspondence: For Action

To consider any correspondence sent between the publication of the Agenda and the meeting of 21<sup>st</sup> May

## 11. Correspondence: For Information.

- a) to consider any planning notifications sent after the publication of the agenda and prior to the meeting of 16<sup>th</sup> May
- b) to consider any correspondence sent between the publication of the Agenda and the meeting of 21<sup>st</sup> May

## 12. Planning.

c) **Applications:** to consider any planning notifications sent after the publication of the agenda and prior to the meeting of 16<sup>th</sup> May

d) **Permission Granted:**

24/00953/FUL (validated: 20/03/2024)

RAF Museum Midlands, Lysander Avenue, Cosford, Albrighton

Re--cladding, installation of solar panels and small entrance extension to the existing hangar known as Hangar 1

e) **Permission Refusals:** none at this time

f) **Any other planning matters:**

Application for 24/01412/FUL (sent April 19<sup>th</sup> 2024)

Erection of Collections Hub building linked to the existing Michael Beetham Conservation Centre

RAF Museum Midlands, Lysander Avenue, Cosford, Shifnal, TF11 8UP.

View the application directly online: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SBHE6NTDGYS00>

## 13. Finance.

### 13.1 To approve the following payments –

Clerk	Clerk's salary & expenses (May)	£tbc	LGA 1972 s 112 (2) LGA 1972 s 111
HMRC	Tax	£0	LGA 1972 s.111
Clerk	Travel Expenses (May)	£13.50	LGA 1972 s.112
JDH Business	Internal Auditor's Fee	£290.40	LGA 1972 s.111
Zurich Municipal	Insurance	£821.95	LGA 1972 s.111
Hugo Fox	Website	£11.99	LGA 1972 s.111
SALC	Fees for 2024-2025	£tbc	LGA 1972 s.111

### 14.2 To note payment made following a decision made at the meeting of 16<sup>th</sup> April:

Albrighton and Donington Fayre - £280 - insurance for fayre

St Mary Magdalene Church - £100 towards the Beer and Music Festival

### 14.3 To note any income received

Precept - £37,599

Interest – £428.30 to the Public Sector Deposit Fund

#### 14.4

- a) **Bank Reconciliation** – to receive and approve the bank reconciliation until the end of April 2024
- b) **Spend to Date** – to receive and approve the spend to date to the end of April 2024
- c) **Internal Audit** – to receive and accept the Internal Audit for the financial year 2023/24
- d) **Annual Governance Form** – to complete and sign the Annual Governance form for the financial year 2023/24
- e) **Annual Return** – to approve and sign the Annual return for the financial year 2023/24
- f) **Exercise of Public Rights** – to confirm the Exercise of Public Rights for the financial year 2023/24

#### 15 Reports:

- **Received:**
  - Albrighton Fayre Committee (Cllr R.Parry)
  - RAF Cosford Cadets (Cllr R.Parry)
  - War Memorial Working Party (Cllr L Chatburn)
  - Royal British Legion (Cllr D. Williams – preparations for D-Day80 will include a ceremony at the St Mary Magdalene War Memorial)
- **Late Reports:**
  - Footpaths (Cllr V Sankey)
- **Nothing to report:**
  - Shropshire Council (Cllr Ed Bird)
  - Nature Reserve Report (D.Dale)
  - Clerk's Report (V.Voysey)
  - St Cuthbert's Working Party (Cllr L Chatburn)
  - Clerk's Report (V.Voysey)
  - Boundary Review Working Group Meeting (Cllr D.Williams)

#### 16. Training

Training information is available on: [www.alcshropshire.co.uk/training](http://www.alcshropshire.co.uk/training)

#### 17. Date of the Next Meeting 18.6.22

Items for the agenda to be notified to the clerk by **8.06.22**