

# Donington with Boscobel Parish Council

## Minutes of the Annual Meeting of Donington with Boscobel Parish Council held on Tuesday 17<sup>th</sup> May 2022 at 7.00pm at the Red House

**In attendance:** Cllrs Christine Jones, Virginia Sankey, Dawn Harper, Robert Parry, David Beechey, Philip Ogle, David Williams, Adrian Robinson, Hugh Kirton, the Parish Clerk (Vanessa Voysey), and one member of the public.

### 22.1 Election of Chairman

- a) Nomination for Chairman of the Council

It was proposed, seconded, and **resolved** to elect Cllr Christine Jones as Chairman

- b) Chairman to sign the Declaration of Office

Cllr Christine Jones signed the Declaration of Office

### 22.2 Election of Vice-Chairman

- a) Nomination for Vice-Chairman of the Council

It was proposed, seconded, and **resolved** to elect Cllr David Williams as Vice-Chairman

- c) Vice-Chairman to sign the Declaration of Office

Cllr David Williams signed the Declaration of Office

### 22.3 Welcome by the Chair

Cllr Christine Jones welcomed everyone to the main meeting

### 22.4 Apologies for absence and reasons:

There were none at this time

### 22.5 Parish Council Vacancy – Co-Option

- a) It was noted that Shropshire Council had notified the Parish Council that an election has not been called for the vacancy on Donington Parish Council
- b) As no interested parties came forward to be considered for co-option, this item was deferred

### 22.6 Declarations of Interest: a) Pecuniary b) Personal

Cllr David Williams and Cllr Adrian Robinson requested a form to update their interests due to employment changes

There were no declarations of pecuniary interest

## **22.7 Public Session:**

There were no further questions from the public, this meeting following from the Annual Parish Meeting where issues had been raised

## **22.8 Minutes:**

It was proposed, seconded, and **resolved** to confirm the minutes of the Council meeting held on Tuesday 19<sup>th</sup> April 2022

## **22.9 Matters Arising**

### **a) Refurbishment of road signage and bus shelters**

It was noted that the bus shelters had been cleaned and were looking much better.

It was proposed, seconded, and **resolved** to pay the invoice for Jet-o-Wash of £312

Cllr Robert Parry raised the possibility of painting signs and employing a sign-writer in this capacity. The Parish Clerk said she would follow this up and would discuss it with the Albrighton Parish Clerk

### **b) Shackerley Lane Phone Box**

Cllr Virginia Sankey said that the phone box looks very smart and has been raised so it is in a vertical position.

Cllr Robert Parry reported that the next step in the work would be for it to be painted professionally, and that this would be done by a local resident.

Cllr Christine Jones, in the Chair, thanked Cllr Robert Parry for his report and his work on the project.

### **c) Approbation**

Feedback about the Approbation event was positive, with agreement that it went well.

Cllr Adrian Robinson, who had been elected Chair of Albrighton Parish Council two days before the Approbation took place, said that he was very pleased with the event.

Cllr Christine Jones, in the Chair, said that the Council should congratulate Cllr Adrian Robinson for stepping up to the event.

## **22.10 New Business**

### **a) Standing Orders**

It was proposed, seconded, and **resolved** to approve the Standing Orders

## **b) Financial Regulations**

It was proposed, second, and **resolved** to approve the Financial Regulations

## **c) Parish Council representatives**

The following appointments to Committee Representations were agreed:

SALC	David Beechey
SALC area committee	David Beechey
Nature Reserve	David Beechey
Footpaths	Dawn Harper, Virginia Sankey
Albrighton Fayre	Robert Parry, Dawn Harper
R.A.F ATC	Robert Parry, David Williams
Royal British Legion	David Williams, Hugh Kirton
War Memorials Working Party	David Williams
Civic Society	David Beechey
Relief in Need	David Beechey, Robert Parry
AFLAG	Christine Jones, Dawn Harper
Albrighton Village Halls Trust	Hugh Kirton

## **d) Chairman's Allowance**

Cllr Christine Jones, in the Chair, said that she would like to donate the Chairman's Allowance of £150 to the Bright Stars Nursery. This was noted.

### **22.11 Correspondence: For Action**

- a) Shropshire Council has requested comments on its draft revised housing allocations policy and scheme (circulated prior to the meeting)

Cllr David Williams commented that he had read the documentation and did not think it was of strong relevance to the Parish. It was agreed that no comment would be necessary at this time.

### **22.12 Correspondence: For Information.**

The following was noted:

- a) Balfours has written to advise tenants of glebe land to notify it of any tree damage on land leased from the Diocese of Lichfield.
- b) Shropshire Council Streetworks – road closure Cross Road, Albrighton 25<sup>th</sup> – 29<sup>th</sup> July 2022, Severn Trent - Replace valve on 250mm main
- c) Shropshire Council Streetworks - temporary road closure, Rushey Lane, Albrighton, 13<sup>th</sup> to 17<sup>th</sup> June 2022, Drainage works, Shropshire Council

## 22.13 Planning.

a) **Applications:** none at this time

a) **Permission Granted:**

21/03881/DIS Proposed Commercial Development Land to the West of Neachley Lane, Cosford, Discharge of Conditions 16 (FATO Lighting) and 19 (Drainage) on Planning Permission 20/04521/FUL

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

c) **Any other planning matters:** none at this time

## 22.14 Finance.

### 22.14.1

It was proposed, seconded, and **resolved** to approve the following payments –

Clerk	Clerk's salary & expenses (May)	£585.43	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	£189	LGA 1972 s.111
Zurich Municipal	Insurance	£687.82	LGA 1972 s.111

### 22.14.2 To note payment made following a decision made at the meeting of 19<sup>th</sup> April:

The following payment was noted:

£250 grant to the Red House for the Jubilee party

### 22.14.3 To note any income received

The following was noted:

Precept - £35,512

Interest – £36.17 to the Public Sector Deposit Fund

### 22.14.4

#### a) **Bank Reconciliation**

It was proposed, seconded, and **resolved** to receive and approve the bank reconciliation until the end of April 2022

**b) Spend to Date**

It was proposed, seconded, and **resolved** to receive and approve the spend to date to the end of April 2022

**c) Internal Audit**

It was proposed, seconded, and **resolved** to receive and accept the Internal Audit for the financial year 2021/22

**d) Annual Governance Form**

It was proposed, seconded, and **resolved** to complete and sign the Annual Governance form for the financial year 2021/22

**e) Annual Return**

It was proposed, seconded, and **resolved** to approve and sign the Annual return for the financial year 2021/22

**f) Exercise of Public Rights**

It was proposed, seconded, and **resolved** to confirm the Exercise of Public Rights for the financial year 2021/22 – dates to be the 13<sup>th</sup> June 2022 to 22<sup>nd</sup> July 2022

**22.15 Reports:**

**(a) SALC** (Cllr D. Beechey): the next meeting will be on 16<sup>th</sup> June and the Area Committee meeting will be on 13<sup>th</sup> June.

**(b) RAF Cosford** (Sq. Ldr. C. Wilson): a written report was filed in advance of the meeting, this was noted

**(c) Nature Reserve Report** (E.Byrne): a written report was filed in advance of the meeting. A request has been made for the precepted amount to be granted to the Nature Reserve. This will be put on the next month's agenda.

**(d) Albrighton Village Halls Trust** (Cllr H. Kirton): work is being undertaken in the kitchen to improve catering requirements. Windows are being replaced with aluminium.

**(e) Clerk's Report:** a written report was filed in advance of the meeting, items of which were covered elsewhere in the meeting.

**(f) Royal British Legion** (Cllr D. Williams): nothing to report at this time

**(g) Footpaths** (Cllr V Sankey): footpaths are being surveyed. It is hoped to extend the bridleway to between Donington Lane and Herriot Hayes

**(h) Station Ramp Meeting** (Cllr D.Beechey): after all the work on the project it may all have to be scrapped as the Government minister has refused the whole thing

**(i) Albrighton Fayre** (Cllr R.Parry): as insurance requirements might need to be in place before the next meeting on 21<sup>st</sup> June it was proposed, seconded, and **resolved**, that there was agreement in principle to fund insurance for the Albrighton Fayre up to £350 (unless the Committee comes back for further funding) and on production of a receipt.

- (j) **RAF Cosford Cadets** (Cllr R.Parry): Don Rhodes opened his meeting room and was very pleased with it. The AGM, held on the 6<sup>th</sup> May, elected a committee.
- (k) **War Memorial Working Party** (Cllr D.Williams): there have been some personnel changes but management of the project continues, and a meeting is coming up.
- (l) **Any other reports** – there were no other reports at this time

## **22.16. Training**

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

Cllr Robert Parry requested that he be booked onto the upcoming training session on VAT

## **22. 17. Date of the Next Meeting 21.6.22**

Items for the agenda to be notified to the clerk by **12.06.22**