

Llanfair Waterdine Parish Council

Councillors are summoned to the Annual Meeting of the Parish Council and Scheduled May meeting on Monday 15 May 2023 starting at 7.45pm at the Everest Hall following the Annual Parish Meeting.

The Press and Public are welcome to attend.

AGENDA – ANNUAL PARISH COUNCIL MEETING

1. **To elect a Chairman of the Council** and receive Declaration of Acceptance of Office.
2. **To elect a Vice Chairman of the Council** and receive Declaration of Acceptance of Office.
3. **Welcome**
4. **Apologies for absence.**
5. **Declarations of Interest and requests for dispensations.**
6. **To consider applications for co-option to the Parish Council.**
7. To consider adopting the following:
 - a) Local Government Association Code of Conduct noting completion of *Other Registrable Interests Form* will be required.
 - b) Asset Register 2023 updated version as requested by the Internal Auditor.
 - c) Risk Management Policy updated version as requested by the Internal Auditor.
 - d) Standing Orders.
 - e) Financial Regulations.
 - f) Banking policy.
 - g) Policy for Planning Applications received between Parish Council meetings.
 - h) News and Events items Policy.
 - i) Publication Scheme.
8. To confirm membership of Financial Working Group, representatives on South Shropshire Area Local Committee and the Llanfair Times, and Environmental Maintenance Grant co-ordinators.
9. To confirm arrangements for 2023/24
 - 9.1. Internal Auditor
 - 9.2. Bank Mandate
 - 9.3. Meeting dates and locations.
 - 9.4. Delegation of responsibility to the clerk, in liaison with Finance Working Group, for immediate payment, within budget, for the following: printing of Llanfair Times; payroll; PAYE; Insurance and Hall Hire.
 - 9.5. Emails to be circulated to members by the Clerk.

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AGENDA - Scheduled Meeting

10. **Open Discussion**
 - 10.1. To hear views of the public parish matters. 15 mins total, in accordance with Standing Orders.
 - 10.2. To receive report from Shropshire Councillor Nigel Hartin.
11. **Minutes.** To approve the minutes of the scheduled Parish Council Meeting held on 20 March 2023.
12. **Matters arising from the previous meeting.**
13. **Reports from Councillors.**
14. **Planning. To consider response to application to be determined by Shropshire Council.**
[23/01506/FUL](#) Proposed Agricultural Workers Dwelling SW Of Garbett Hall Llanfair Waterdine Shropshire. Erection of agricultural workers dwelling, detached garage, package treatment plant and associated works (revised scheme).
15. To ratify response to Planning Application 23/01111/FUL submitted 25 April 2023 in line with LWPC policy. Detail: Telecommunications Station At Garn Rock Stoney Pound Shropshire. Proposal: Upgrade of existing telecommunications installation to include five-metre extension to existing 25-metre support tower and associated ancillary works. Response: *“Llanfair Waterdine Parish Council supports planning application 23/01111/FUL. Mobile phone coverage and access to WiFi will be improved, benefiting the emergency services*

and the whole community. The Parish Council considers connectivity for all residents to be a high priority, and that these improvements outweigh any visual impact on the landscape.” Note: Permission has been granted.

16. Finance.

- 16.1. To receive Year End report from the Responsible Financial Officer.
- 16.2. To receive the Internal Auditor’s Report for year ending 2023 and consider recommendations.
- 16.3. To approve Annual Governance Statement, section 1 of the Annual Governance & Accountability Return.
- 16.4. To approve Accounting Statement, section 2 of the AGAR.
- 16.5. To agree proposed dates for the exercise of public rights, 5/6/2023 to 14/7/2023
- 16.6. To approve Certification of Exemption from External Audit (for councils with gross income or expenditure not exceeding £25,000) to be signed and returned to the external auditor, PKF Littlejohn LLP.
- 16.7. To approve Environmental Maintenance Grant application for £400, match funded by the Parish Council.
- 16.8. To note bank reconciliation to 31 March 2023, to be attached to these Minutes.
- 16.9. To note Barclays Bank Account balance on 9 May 2023 £ 6,743.72.
- 16.10. To ratify payments made between meetings: £172.50 including £28.75 VAT to Dash UK Ltd., for mugs commemorating the Coronation of King Charles III.
- 16.11. To note receipts banked since the March meeting: £25 24/3; £5 30/3; £5 5/4 all donations towards Llanfair Times and £4,500 on 26/4 Annual Precept from Shropshire Council.
- 16.12. To consider payments to be made: Clerk Payroll Months 1 & 2 £353.11; HMRC PAYE Months 1 & 2 £88.20; Affiliation to Shropshire Association of Local Councils £156.91; Clerk’s membership of Society of Local Council Clerks £24.42; RLT Auditing £100. Total £722.24. No VAT included in payments listed.
- 16.13. To agree member to authorise payments until the July meeting.

17. **Llanfair Times.** To consider applying for a grant from The Llanfair Trust for 2023/24.

18. **Llanfair Community Trust.** To consider ways to find applicants.

19. Highways / Public Rights of Way

- 19.1. To consider issues relating to Highways.
- 19.2. To consider works under the Environmental Maintenance Grant. Standing item.
- 19.3. To consider issues to report to the Footpaths Warden.

20. **Availability of broadband in the Parish.** To receive update and consider actions. Standing item.

21. **Coronation of King Charles III.** To receive an update on celebrations in the parish and arrange distribution of Coronation Mugs.

22. **Correspondence.** To discuss in detail items of correspondence (so requested by members before the meeting).

23. **Date of next scheduled meeting – 7.30pm on Monday 17 July 2023.**

24. **Close**