

## Llanfair Waterdine Parish Council

Minutes of the Scheduled Parish Council Meeting on Monday 15 January 2024 7.30pm at the Pavilion.

Present: Cllrs Andrew Beavan (Chairman), Mark Hughes, John Lane and Roy Lloyd. 2 vacancies.

In attendance: Mrs Maggie Brown, Clerk.

23/67. **Welcome.** The Chairman welcomed everyone to the meeting.

23/68. **Apologies for absence** were received from Cllr Darren Knipe. Shropshire Councillor Nigel Hartin was not present.

23/69. **Declarations of Interest and requests for dispensations.** None received.

23/70. **To consider applications for co-option to the Parish Council.** No applications received.

### 23/71. **Open Discussion**

23/71.1 Views of the public parish matters. No members of public were present.

23/71.2 Report from Shropshire Councillor Nigel Hartin. No report received.

23/72. **Minutes.** Minutes of the scheduled Parish Council Meeting held on 20 November 2023 were agreed as a true record and signed by the Chairman.

23/73. **Matters arising from the previous meeting.** No matters were raised.

23/74. **Reports from Councillors.** No reports were received.

### 23/75. **Finance**

23/75.1 A report from the Responsible Financial Officer to 31 December 2023 was considered. No recommendations were made. Insurance cover was discussed.

23/75.2 Noted: Cllr Lane verified accuracy of bank reconciliations to 30 September 2023 (see November Minutes) and 31 December 2023 (see Appendix 1).

23/75.3 Noted: Barclays Bank Account balance on 3 January 2024 £4,614.39

23/75.4 Noted: payments since the November meeting: £111.04 backpay and £27.60 PAYE for Months 1 to 8 2023/24 as agreed.

23/75.5 Payments. Agreed: to include Invoice 102321 £28.00 from the Everest Hall for 2023 Hall Hire in list of payments.

**RESOLVED** payments to be made:

a) Clerk's Payroll Months 9 & 10 £380.77

b) HMRC PAYE Months 9 & 10 £95.20

c) Craven Design & Print Inv. 30453 printing Llanfair Times November edition £291.00

d) The Community Pavilion Inv. SI-92 Hall Hire 15 Jan 2024 £10.00

e) Everest Hall Invoice 102321 Hall Hire 8/2/23, 15/5/23, 17/7/23 & 18/9/23 £28.00

Total payments £804.97. NB. Payment for Insurance agreed at item 23/79 not included in this total.

23/75.6 Member to authorise payments until the March meeting, Cllr Andrew Beavan.

23/76. Report from Cllrs Bevan and Lane following the Clerk's appraisal on 11 January. Noted: The clerk will be leaving at the end of March 2024. **RESOLVED** to advertise for a new clerk with Shropshire Association of Local Councils, on the Parish Council's website and, (as suggested by the clerk), on the *Community Clerks' Network* Facebook page. Start date 1 April 2024. Applications by end February, interviews will be held before 18 March 2024.

23/77. **Budget 2024/25. RESOLVED** to budget £7,106.22 for 2024/25. (See Appendix 2).

23/78. **Precept. RESOLVED** to set a Precept for 2024/25 of £5,500.00. Clerk to return form to Shropshire Council.

- 23/79. **Insurance.** Three quotations for Insurance from 16 Feb 2024 were discussed. **RESOLVED** to renew contract with Zurich insurance at a cost of £214.00. Clerk to arrange payment.
- 23/80. **Policies.** Agreed in principle to adopt the following: a) Complaints Policy; b) Complaints Procedure; c) Vexatious Complaints Policy. Clerk to complete drafts prior to the meeting in March.
- 23/81. **Llanfair Waterdine Energy Project.** An update was received from Cllrs Beavan and Lane following a meeting with Nick Read and Fiona Morgan, South Shropshire Climate Action, (SSCA) on 11 January.  
**Background:** SSCA has been given a grant by Shropshire Council to undertake research over a period of twelve months to explore how communities in Shropshire can achieve Net Zero by 2030. Llanfair Waterdine Parish has been invited to participate in this Action Research Project.  
 Whether to sign up to this project was considered. **RESOLVED** before agreeing to sign up, a brainstorming meeting with key Parish groups and SSCA will be arranged in February.
- 23/82. **RESOLVED** to ratify decision to support Newcastle Parish Council in its endeavour to purchase the Crown Inn for the benefit of the community.
- 23/83. **Highways / Public Rights of Way (PROW)**
- 23/83.1 Issues relating to Highways.
- a) Subsidence/eroded bank with 4 to 4ft drop, 10yds below Duffryn Cottage near the parish boundary on the A4368 two miles west of Newcastle. Clerk to report to Shropshire Council.
  - b) Road signs in need of cleaning. Agreed: to **not** report to Shropshire Council. Signs could be cleaned by working party.
- 23/83.2 Works under the Environmental Maintenance Grant. Completed: Drainage works from The Green to Llanfair Hall and Monaughty, and from Llanfair Hall up to Crwn Turn. Proposed: scrape debris from centre of road above Blaen-Y-Dre to Llantroft, drainage works in similar area. Cllr Beavan agreed to discuss with contractor.
- 23/83.3 Issues to report to the Footpaths Warden. Damaged step on PROW from Blaen-Y-Dre to Goodwin Cottage.
- 23/84. **Availability of broadband in the Parish.** No update received and no actions were considered.
- 23/85. **Correspondence.** To discuss in detail items of correspondence.
- 23/85.1 The Police and Crime Commissioner’s Safer Roads Fund. <https://www.westmercia-pcc.gov.uk/saferroadsfund/>. Agreed to not apply for funding as no specific projects could be thought of, and no concerns had been raised by the public.
- 23/86. **Date of next scheduled meeting** – 7.30pm on Monday 18 March 2024 at the Pavilion.
- 23/87. The meeting closed at 21:21

Signed .....

Dated 18 March 2024

Chairman

## Appendix 1

Llanfair Waterdine Parish Council  
Barclays Community  
Account 3025 3243

2023/24

Bank Reconciliation 31 December 2023

	Dr	Cr
Opening balance	2,411.22	
Bank payments		3,117.25
Bank receipts	5,320.42	
Closing balance		4,614.39
	7,731.64	7,731.64
		0.00
Balance per bank statement		4,614.39

## Appendix 2.

Budget Heading	Budget	April 2024 to March 2025
	<b>INCOME</b>	
PRECEPT	£5,500.00	
From reserves at Year End	£1,006.22	Amount needed from reserves/year end
Environmental Maintenance Grant	£400.00	Confirmed - Grant available for 2024/25
Towards Llanfair Times.	£200.00	Grant from Llanfair Waterdine Community Trust
	<b>£7,106.22</b>	<b>Total available for expenditure</b>
	<b>EXPENDITURE</b>	
Clerk/RFO Salary	£3,063.84	208 hours x £13.73 including PAYE. + £1 per hour for potential increase in 2024/25.
Clerk's home working allowance	£85.00	And stationery postage etc.
Elections	£0.00	Elections May 2025.
Insurance	£250.00	Due February each year.
SALC, SLCC & ICO	£245.88	SALC, SLCC & ICO*
Hall Hire	£91.00	3@£7, 7@£10 (6 PC, 1 Parish, 3 extraordinary)
Grants	£250.00	Grants under General Power of Competence
Training	£260.00	For councillors and clerk.
Website costs	£252.00	
Llanfair Times	£946.00	2023/24 £324 June, £291 November. £325 estimated for March 2024. £6 postage.
	£800.00	Environmental Maintenance Grant match funding.
Audit	£112.50	As per quote from Auditor.
	£750.00	Contingency.
<b>Total</b>	<b>£7,106.22</b>	<b>Total</b>

£4,500.00 Precept 23/2024  
£5,500.00 Precept 24/2025  
22.22% Increase  
£9.22 Estimated annual increase on a Band D property.

\* SALC, SLCC & ICO = Shropshire Association of Local Council, Society of Local Council Clerks, Information Commissioners Officer.