

LLANFAIR WATERDINE



PARISH COUNCIL

MINUTES

of the Annual Parish Council Meeting held on 12th May 2025 at 7.30pm at the Everest Hall

Present: Cllrs J Lane (Chair), M Hughes, R Lloyd, H Plumb, J Thomas
Absent: None

1/25-26 ELECTION OF CHAIR

Cllr John Lane was proposed and seconded and **IT WAS RESOLVED** by a unanimous vote to elect him as Chair for 2025/26. Cllr Lane signed the Declaration of Acceptance of Office of Chairman and this was witnessed by the Clerk.

2/25-26 ELECTION OF VICE CHAIR

Cllr Hughes was proposed and seconded and **IT WAS RESOLVED** by a unanimous vote to elect him as Vice Chair for 2025/26. Cllr Hughes signed the Declaration of Acceptance of Office of Vice Chair and this was witnessed by the Clerk.

3/25-26 APOLOGIES FOR ABSENCE

There were no apologies for absence.

4/25-26 INTERESTS & DISPENSATIONS

- (a) No Declarations of Pecuniary Interest were made by those present and none had been received.
- (b) No requests for Dispensation had previously been received and none were presented.

5/25-26 MINUTES

- (a) Council noted the minutes of the Council Meeting of 6th March 2025. **IT WAS MOVED AND RESOLVED** by a unanimous vote to approve the minutes as a true record of the meeting.
- (b) Council noted the minutes of the Council Meeting of 17th March 2025. **IT WAS MOVED AND RESOLVED** by a unanimous vote to approve the minutes as a true record of the meeting.
- (c) The Clerk reported that he had looked into how the Community First Responder Scheme works. This is operated by West Midlands Ambulance Service which has the responsibility for recruiting and training First Responders. Individuals apply directly to WMAS (<https://www.wmas.nhs.uk/work-with-us/explore-roles/community-first-responders-cfr/>).

IT WAS MOVED AND RESOLVED to move Agenda Item 11 to be the next item of Business.

11/25-26 PUBLIC PARTICIPATION SESSION

- (a) No members of the public wished to speak at this time.
- (b) The new Shropshire Council Ward Councillor for Clun, Mr Sam Walmsley, was present and gave a verbal report to Council. He stated that the Liberal Democrats had secured a majority of seats and were in process of taking over administration of the council. They had discovered that the financial situation was worse than they had previously understood and they were committed to a budget for 2025/26 that required unprecedented savings and the sell-off of assets under permission sought by the previous Administration from central government. To help meet these challenges, they would be looking for opportunities to work with parish councils in the delivery of

some services. He reported that the main complaint he had heard from all constituents during campaigning was the poor state of the roads. Councillors congratulated Mr Walmsley on his election.

6/25-26 TO CONSIDER APPLICATIONS FOR CO-OPTION TO THE COUNCIL

No applicants had presented themselves. However, Cllr Lloyd was aware of a person who wished to do so. The Clerk asked Cllr Lloyd to ask the person to email him and he would progress the application.

7/25-26 ANNUAL ITEMS – DOCUMENTS

- (a) **IT WAS MOVED AND RESOLVED** by a unanimous vote to adopt the new versions of the Standing Orders and Financial Regulations.
- (b) **IT WAS MOVED AND RESOLVED** by a unanimous vote to adopt the Shropshire Council Councillor Code of Conduct.
- (c) **IT WAS MOVED AND RESOLVED** by a unanimous vote to approve the Asset Register
- (d) **IT WAS MOVED AND RESOLVED** by a unanimous vote to adopt the new Risk Management Policy.
- (e) Council noted the Council's Insurance arrangements for 2025/26.
- (f) Cllr Lane commented that the current Terms of Reference for the Environmental Climate Change Working Group no longer reflected the main focus of the group's work. **IT WAS AGREED** that Cllrs Lane, Plumb and Thomas would draft new ToR and send them to the Clerk for review and formatting; and that the ToR would be considered at the next meeting.
- (g) The Clerk reported that this working group had never met since approval of the ToR last year. **IT WAS MOVED AND RESOLVED** to disband the Llanfair Waterdine History Working Group.

8/25-26 ANNUAL ITEMS – COUNCIL REPRESENTATION

IT WAS AGREED that the working group memberships and council representatives on external bodies for 2025/26 would be:

- (a) Financial Working Group: Cllrs Lane and Hughes.
- (b) Care of Clerk Group: Cllrs Plumb and Thomas.
- (c) Representative on the Llanfair Times: Cllr Lane.
- (d) Environmental Maintenance Grant co-ordinator: Cllr Lloyd
- (e) Environmental Climate Change Working Group: Cllrs Lane, Plumb and Thomas.
- (f) Llanfair Waterdine History Working Group: as the group had been disbanded no members were appointed.
- (g) SALC South Shropshire Area Committee: Cllr Lane.

IT WAS MOVED AND RESOLVED by a unanimous vote temporarily to suspend the meeting at 8.22pm. The meeting recommenced at 8.30pm.

9/25-26 OPERATING ARRANGEMENTS FOR 2025/26

- (a) The Clerk presented a quotation from the current Internal Auditor for re-appointment for 2025/26. He noted that the price was competitive and broadly in line with the provision made in the 2025/26 Budget; that the auditor had taken the SLCC internal auditing qualification; and that the audit work and reports for 2023/24 and 2024/25 had been thorough. **IT WAS MOVED AND RESOLVED** by a unanimous vote to approve the re-appointment of R Turner as Internal Auditor for 2025/26.
- (b) The Clerk pointed out that the only councillors now on the Bank Mandate were Cllrs Hughes and Lloyd. **IT WAS AGREED** that Cllr Lane should be added to the Mandate.
- (c) The Clerk presented proposed dates and locations for Council meetings in 2025/26. Councillors asked that a trial be made of an earlier starting time of 6.30pm for the winter months. **IT WAS MOVED AND RESOLVED** by a unanimous vote to adopt the proposed dates with the earlier starting time of 6.30pm for the meetings in November, January and March.
- (d) The Clerk reported that the current Footpaths Warden had decided to withdraw owing to the weight of other commitments but that Ben Eastop had confirmed that he would be willing to take on the role. **IT WAS MOVED AND RESOLVED** by a unanimous vote to appoint Ben Eastop as the Footpaths Warden for 2025/26.

- (e) **IT WAS MOVED AND RESOLVED** to continue with membership of SALC for 2025/26.
- (f) The Clerk reported that, following the Election in May, the Council is no longer permitted to claim and exercise the General Power of Competence. Once the Clerk obtains CiLCA, however, Council will be able to reclaim the power since over 2/3rds of its seats had been filled at the Election.
- (g) The Clerk reported that Shropshire Council had introduced new online arrangements for Councillors to register their Pecuniary and Other Interests. He had sent the relevant Guidance document to all councillors which explained how to use the new system. The Clerk reminded councillors that they must declare their interests within 28 days from 6th May 2025 and that it was a criminal offence not to declare pecuniary interests.

10/25-26 END OF FINANCIAL YEAR ITEMS

- (a) Council received and noted the report from the Clerk as RFO (Financial Report **FR01.25-26**).
- (b) Council received and noted the Internal Auditor's Report for the 2024/25 Financial Year.
- (c) **IT WAS MOVED AND RESOLVED** by a unanimous vote to approve the Annual Governance Statement (Section 1 of the AGAR).
- (d) **IT WAS MOVED AND RESOLVED** by a unanimous vote to approve the Accounting Statement (Section 2 of the AGAR).
- (e) **IT WAS MOVED AND RESOLVED** by a unanimous vote to adopt the period from Tuesday 3rd June to Monday 14th July inclusive as the dates for the exercise of public rights.
- (f) The Clerk affirmed that Council met the conditions to claim exemption from external audit. **IT WAS MOVED AND RESOLVED** by a unanimous vote to approve the Certification of Exemption from External Audit.

12/25-26 REPORTS FROM COUNCILLORS

- (a) Cllr Lane reported that the Environmental Climate Change Working Group had been in discussions with the Llanfair Waterdine Community Trust and that the Trust had agreed to some nature recovery work on its land, including verging work and the planting of Yellow Rattle and native wild flowers. The Trust would provide funding for seeds.
- (b) Councillors witnessed Cllr Lane hand over £15 in cash to the Clerk in respect of donations towards the costs of the *Llanfair Times*.

13/25-26 HIGHWAYS

- (a) The Clerk reported that Ben Eastop had conducted surveys of 2 footpath walks in the parish and made notes on matters that needed attention. The Clerk had agreed relative priorities with him and had written to the responsible Shropshire Council officer requested a meeting to agree how to progress the necessary work. Cllr Lloyd agreed to assist by providing help with identifying the relevant land owners.

14/25-26 FINANCE (financial report **FR02.2025-26** was presented)

- (a) Council noted the bank account reconciliation and balance. Cllr Hughes confirmed that he had inspected the Bank Account and that the balance on 11th May had been £8,840.07 which agreed with the bank reconciliation presented. He had also written to the Clerk confirming this.
- (b) Council noted the income of £30 in the 2024/25 financial year that had been received in respect of donations from recipients of the *Llanfair Times*; the income in the 2025/26 financial year of £5 received as a donation from a recipient of the *Llanfair Times*; and receipt of the Precept of £6,800 from Shropshire Council.
- (c) Council noted the payment made since the last meeting in respect of the Clerk's salary.
- (d) To Clerk presented the following payments for approval:

Payee	Description	Amount
James McVicar	Payroll for Month 2 (inc HMRC PAYE)	£316.33
SALC	Membership fee for 2025/26	£180.26

IT WAS MOVED AND RESOLVED by a unanimous vote to approve the above payments.

IT WAS MOVED AND RESOLVED by a unanimous vote to move £100 to the earmarked reserve for Elections as approved in the 2025/26 Budget.

15/25-26 CORRESPONDENCE

- (a) The Clerk reported that Mr Jack Limond, of the Clun Valley AED Scheme, had approached the Council with regard to the Defibrillator located at the Everest Hall. Mr Limond had stated that power appeared to have been cut off to the unit for a period during the winter and that this had resulted in irreparable damage to the circuitry. As this was not the first time that this had happened, he had asked whether the Council could ensure that it did not happen again and whether it would fund a replacement. The Clerk had spoken to Mr Limond and suggested that he take up the matter with the Everest Hall Committee in the first instance.
- (b) Shropshire Council had written to the Council asking for an update on 100 trees donated to the community via the Council in 2021. The Clerk had made enquiries and had responded.

Business being concluded, the Council meeting was declared closed at 9.29pm.

Signed: _____

Dated: _____

Chair of Council Meeting