
MINUTES OF THE FULL COUNCIL MEETING HELD 3RD MAY 2022 HILLSIDE MEETING ROOM, LILLESHELL, 7PM

Members present Cllrs: Baker, Challinor, Millard, Parker, Shaw, Taylor

In attendance: Mr Furnival (Clerk), Cllr Eade (Ward Member)

22/23.01 Apologies and declarations of Interest

Cllr Baker noted that the resignation of Cllr Cornes had been received on the 3rd May 2022 and the formal process of advertising the vacancy shall be followed.

Cllr Parker asked that thanks be passed to David Cornes on behalf of the parish council for his work over these years.

22/23.02 Public Session

None.

22/23.03 Chairman's Announcements

Cllr Baker noted thanks to members for their support and contributions to the council over the last year. Thanks were given to the Clerk for his work since joining which has improved general administration, ensuring legal compliance is adhered to and projects have been successful with many more in the pipelines.

Cllr Baker said that he was looking forward to the next year with the Jubilee events coming up, the installation of flower planters across the parish and the ongoing green projects of the parish council.

22/23.04 Election of Chairman

It was proposed by Cllr Taylor and seconded by Cllr Challinor, all were in favour, thus **RESOLVED to appoint Cllr Shaw as Chairman of Lilleshall Parish Council for the municipal year 2022-23.**

22/23.05 Chairman's Declaration of Acceptance of Office

Cllr Shaw read out his declaration of acceptance of office and signed in the presence of the Proper Officer.

22/23.06 Election of Vice Chairman

It was proposed by Cllr Baker and seconded by Cllr Challinor, all were in favour, thus **RESOLVED to appoint Cllr Parker as Vice Chair of Lilleshall Parish Council for the municipal year 2022-23.**

22/23.07 Vice Chairman's Declaration of Acceptance of Office

Cllr Parker read out her declaration of acceptance of office and signed in the presence of the Proper Officer.

22/23.08 Minutes of the Full Council meeting held 5th April 2022

It was proposed by Cllr Taylor and seconded by Cllr Millard, all were in favour, thus **RESOLVED that the minutes of the meeting held on 5th April 2022 be signed as a true record.**

22/23.09 Matters arising, for information, from the 5th April 2022

None.

22/23.10 Confirmation of meeting dates and arrangements for 2022/23

Members adopted a calendar of meetings for the municipal year 2022/23 which will be listed on the parish council's website and notice boards.

22/23.11 Confirmation of Policies & Procedures

Members confirmed the adoption of the following policies of Lilleshall Parish Council:

- Financial Regulations (*no changes from 2021*)
- Standing Orders (*no changes from 2021*)

22/23.12 Confirmation of Bankers, Auditors and cheque signatories

It was proposed by Cllr Taylor and seconded Cllr Baker, all were in favour, thus **RESOLVED to accept the following recommendations from the Clerk/RFO;**

- Remain with the current bankers Lloyds for the municipal year 2022/23
- Move to Internal Auditor's SDH Accounting for the financial year 2022/23
- Remain with current cheque signatories; Cllrs Baker, Taylor, Shaw, Millard

22/23.13 Annual Subscriptions

It was proposed by Cllr Parker and seconded Cllr Challinor, all were in favour, thus **RESOLVED to continue with the following subscriptions;**

- Shropshire Association of Local Councils
- Scribe Accounts
- CPRE The countryside charity

22/23.14 Representatives on Outside Bodies

Members agreed to appoint representatives to the outside bodies as follows;

Bus Users Group	Cllr Shaw
CPRE The countryside charity	Clerk
Lilleshall Allotments Society	Cllr Taylor
Lilleshall Village Tennis Club	Cllr Shaw
Memorial Hall Management Committee	Cllr Millard
Newport Regeneration Partnership	Cllr Shaw
Rural Forum	Clerk
Shropshire Association of Local Councils	Cllrs Parker and Shaw

22/23.15 Correspondence

Cllr Shaw reported that he has been in contact with Arriva regarding the reduced service to the number 5 in Lilleshall. A meeting has been scheduled for 5th May 2022 to get information from Arriva to find out how they came to their decision. It is a financial decision and this meeting is to find out more about the finances required to maintain the former service level.

22/23.16 Reports from Parish Councillors and Ward Member present

Cllr Taylor reported that some DNA had been captured from the allotments site where a recent burglary had occurred. The police are now dealing with this matter.

Cllr Shaw reported that he and the Clerk had a meeting recently with the Locality Officer from TWC to discuss a possible nature project on a small plot of land near the Red House.

Cllr Baker reported that the old oak tree on Lilleshall Hill is almost coming to leaf but it has a dieback disease and asked if we should do some research and put it in the parish magazine to share the story of this tree while asking local people what they know about the tree.

It was also suggested that we ask TWC for advice on a planned replacement tree in due course.

22/23.17 Clerks Report

Telford & Wrekin Councils Play Inspection Officer has inspected the Lilleshall Play Area and will make any recommendations for improvements or repairs in the next couple of weeks. These will be dealt with by TWC but consulted with the parish council.

RoSPA inspection carried out on the Tennis Courts and Talbot Centre. LOW level of risk is trip hazards or no ramp where there is a high step, line wire which has been placed on order and the MEDIUM risk is an out-of-date fire blanked and extinguisher and the storage of mowers and petrol cans.

A further practical site report has been produced to look at general cleanliness of grounds and signage and the Clerk is reviewing these reports and carrying out any necessary recommendations.

22/23.18 Planning

It was noted that the following applications had been re-circulated again for consultation due to some minor amendments in their respective areas:

TWC/2021/0942 - Land junction of New Trench Road (A518)/Wellington Road, Lilleshall Change of use of agricultural land for the provision of a mobile hot food catering van and eating facility together with a mobile toilet facility and associated outdoor seating and parking (Retrospective)
TWC/2021/1225 - Site of Cheswell Grange Farm, Cheswell Drive, Cheswell, Newport Construction of a solar farm comprising ground mounted solar photovoltaic arrays together with battery energy storage facility and associated infrastructure, including WPD and client substations, inverters, perimeter security fencing, access tracks, CCTV and landscaping

Cllr Baker noted that boundary adjustments had been submitted on TWC/2021/0942 and some further highways considerations were to be reviewed with the applicant.

Members agreed that they would review the application TWC/2021/1225 again and decide if they have any further comments to make.

22/23.19 Financial Reports

It was proposed by Cllr Taylor and seconded by Cllr Baker, all were in favour, thus **RESOLVED to approve the following payments:**

Description	Supplier	VAT Type	Net	VAT
Stationary	Viking	S	70.44	14.09
ROSPA	Katrina Baker	Z	22.20	
Defibrillator	D H Electrical	Z	195.00	
ALC affiliation fees	SALC	E	582.19	
Grounds	Ditton Services	S	600.00	120.00
Telephone & Broadband	BT Group PLC	S	73.24	14.65
Salary	Sullivan E J	X	262.64	
HMRC	HMRC	X	65.80	
Salary	Furnival, C	X	719.06	
Salary	HMRC	X	15.20	
pension	Shropshire County Pension F	X	115.77	
Total			2,721.54	148.74

All accounts for the 2021-22 year have been submitted to the Internal Auditor on the 28th April 2022.

22/23.20 Projects and events

22/23.20.a Platinum Jubilee event planning is going well, next meeting date is 11th May. There is still a requirement for a few more stalls and a band or some music to follow the Lord Lieutenants parade from the Memorial Hall to the Playing Fields.

22/23.20.b The Lilleshall planters are due to be installed on the 23rd May 2022, arrangements are being made to flower these planters as quickly as possible.

22/23.20.c WHG have agreed to 5,000 towards a project to improve the footpath along the A518 to The Last Inn.

This meeting closed at 20:11

These minutes are to be considered as a draft form until signed at the next appropriate meeting, the signed copy will be retained by the Parish Council.

Signed: Dated:/...../.....

Date of future meetings

Jubilee Events Working Group, 11th May 2022, 7pm at Hillside Meeting Room

Electors Meeting, 17th May 2022, 7pm at Hillside Meeting Room

Full Council, Tuesday 7th June 2022, 7pm at Hillside Meeting Room