



Lilleshall Parish Council

Minutes of the meeting held on Monday 4th June 2018

Present: Cllrs A. Baker, K. Cherrington, P. Millard, D. Shaw, Borough Cllr A. Eade, C. Lane – Clerk.

18.030 Apologies: Cllrs B & J. Taylor and C. Baker.

Resolved that the apologies be noted.

18.031 Declarations of Interest: Cllr P. Millard declared an interest in item 18.039 application **TWC/2018/0419**.

18.032 Public Session:

The Meeting is to be adjourned for 15 minutes to allow questions to the Chairman from Members of the Public.

- A member of the public spoke regarding a planning application that was due to go before TWC planning committee.

The Meeting was resumed.

18.033 Minutes:

Resolved to agree the minutes of Monday 14th May 2018.

18.034 Matters Arising from those Minutes: None.

18.035 New Business:

(a) GDPR Privacy Policy's – Council to receive, review and adopt the following policy's: Allotments, Correspondence, Privacy and Grants.

Resolved to agree the Allotments privacy policy

Resolved to agree the Correspondence privacy policy

Resolved to agree the Privacy policy

Resolved to agree the Grants policy.

(b) Annual Governance and Accountability Return 2017/18

Section 1 – Council to consider and answer yes or no to the following:

- 1- We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.
- 2- We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
- 3- We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.

- 4- We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.
- 5- We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
- 6- We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.
- 7- We took appropriate action on all matters raised in reports from internal and external audit.
- 8- We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and where appropriate, have included them in the accounting statements.
- 9- (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.

Please see attachment for information regarding responding yes or no.

Resolved to defer this item.

(c) Annual Governance and Accountability Return 2017/18

Section 2 - Council to agree the statements for the year 2017/18. Please see attached accounting statements.

Resolved to defer this item.

(d) Lockable storage – Council to consider options for lockable storage.

Resolved that the Clerk should purchase a large lockable bookcase.

18.036 Reports:

(a) Tennis Courts: item deferred.

(b) Allotments: item deferred.

(c) Local Heritage Listing: The Council was updated on that a meeting was due to take place soon with TWC in order to provide the Parish Council with the criteria needed for a local plan assessment.

(d) Neighbourhood Plan: There have been three enquires submitted to TWC regarding the position of examiner.

(e) Post Office:

Resolved that a response is to be sent back to the Post Office, highlighting that it is unfair that the residents of Lilleshall are to be denied a Post Office due to the lack of cover forthcoming from Edgmond, who are the main office that Lilleshall SAS is attached to.

(f) Footpaths: an update was given on the Cheswell path.

(g) Other reports:

Bus Shelters – The Council was updated on the continued lack of cleansing carried out by TWS over the last 6 months on the bus shelters.

18.037 Correspondence – for action: None.

18.038 Correspondence - for information:

(a) Post Office – re cover for the Lilleshall Post Office.

(b) Lovell's Hands-on Help scheme – please see attached.

18.039 Planning:**(a) Applications:**Reference: **TWC/2018/0412**

Address: 7 Williams Road, The Humbers, Telford, Shropshire, TF2 8LX

Proposal: Erection of a two storey side extension

Resolved that no objection be submitted.Reference: **TWC/2018/0419**

Address: Land south of Graveyard, Church Road, Lilleshall, Newport, Shropshire

Proposal: Change of use from arable land to a graveyard including the erection of a 1 metre high post and wire fence and the planting of native species hedging

Resolved that no objection be submitted.**(b) Permission Granted:**Reference: **TWC/2018/0299**

Address: 64 Limekiln Lane, Lilleshall, Newport, Shropshire, TF10 9EX

Proposal: Proposed two storey side extension and single storey rear extension.

Full granted 18.05.18

Reference: **TWC/2018/0289**

Address: 31 Hill Road, The Humbers, Telford, Shropshire, TF2 8NA

Proposal: Erection of a two storey side extension and single storey rear extension

Full granted 18.05.18

(c) Permission Refusals: None.**(d) Any other planning matters: None.****18.040 Finance:**

(a) Memorial Hall	Invoice (to note)	£100.00
(b) TWS	Invoice (Grounds Maintenance April)	£567.65
(c) C. Lane	Salary (June)	£656.96
(d) C. Lane	Backdated Pay	£47.05
(e) HMRC	NI contribution	£0.27
(f) DM Payroll Services Ltd	Invoice	£540.00
(g) M. Vout	Invoice	£400.00

Resolved to agree all the payments.**Cheques** – two Cllrs are required to sign cheques and check against the relating invoices. Carried out.**18.041 Date of the Next Meeting 02.07.18**

Items for the agenda to be notified to the clerk by 22.06.18

Chairman.....02.07.18