

# WROXETER & UPPINGTON PARISH COUNCIL

Chairman: Cllr B Nelson  
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Clerk: Mrs R Turner  
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## NOTICE OF WROXETER & UPPINGTON PARISH COUNCIL MEETING

The next meeting of the Parish Council is on **Monday 11<sup>th</sup> November 2013** at The Wroxeter Hotel, Wroxeter at 7.30 pm.

R Turner

R. Turner  
Clerk to the Council  
4 November 2013

### AGENDA

1. **PUBLIC SESSION** - an opportunity for members of the public to speak on items on the agenda
2. **TO ACCEPT APOLOGIES AND REASONS FOR ABSENCE**
3. **DECLARATIONS OF ANY DISCLOSABLE PECUNIARY INTERESTS**
4. **REPORTS** from Shropshire Cllr, police &/or others
5. **TO CONFIRM & ACCEPT THE MINUTES OF PARISH COUNCIL MEETING ON 16<sup>TH</sup> SEPTEMBER 2013**
6. **MATTERS ARISING FROM THE MINUTES OF 16<sup>TH</sup> SEPTEMBER 2013 NOT ELSEWHERE ON THE AGENDA**
7. **PLANNING MATTERS**
  - a) 13/03383/FUL - 1 The Crescent, Rushton, Telford, TF6 5AF Proposal: Erection of two-storey side extension – **permission granted**
  - b) 13/03768/FUL - Mount Pleasant, Wroxeter, SY5 6PL – erection of single storey side extension - **for comment**
  - c) To consider any applications received after the agenda was sent out
8. **UPPINGTON PLAYGROUND REPAIRS** - update
9. **JUBILEE FUNDS** – update
10. **BUS SHELTERS** – report on condition and actions required
11. **CLERK'S PROBATIONARY PERIOD** – to consider if Clerk has successfully completed this
12. **GRASS CUTTING CONTRACT** – for review and to approve tender documents (attached)
13. **LOCAL COUNCILS EXPLAINED AND STANDING ORDERS** – to agree to purchase at a cost of circa £8.33 to £10.00
14. **FINANCIAL MATTERS**
  - a) Receipt of annual return from external auditor – to adopt the completed annual return
  - b) Mid-year budget review and draft budget 2014-15
  - c) Bank reconciliation and Chair to sign the bank statements
  - d) To approve invoices for payment:

Payee	Item	Ref no	Net	VAT	Gross
R Turner	Expenses – Sep. & Oct. 2013	361	£23.70	£1.80	£25.50
Downes Timber	Noticeboard balance (cheque to be retained until delivery of board)	362	£190.00	£38.00	£228.00
Wroxeter Hotel	Room hire	363	£8.33	£1.67	£10.00
S. L. Bott	Play area grass cutting	364	£596.48	£0.00	£596.48

- e) To approve payment of invoices received after agenda was sent out
- f) To note payments made

Payee	Item	Ref no	Net	VAT	Gross
R. Turner	Salary – September 2013	SO	£124.68	N/A	£124.68
R. Sara	Salary – October 2013	SO	£124.68	N/A	£124.68

- g) To note receipts
  - Jubilee mugs - £62.00
  - Interest totalling £0.02
- h) To set up Clerk as a non-signatory contact on the bank accounts to enable Clerk to liaise with the bank

### 15. CORRESPONDENCE

- a) LJC members fire service meeting 25<sup>th</sup> November
- b) Connecting Shropshire broadband project updates
- c) Shropshire Rural Hub newsletters

- d) Notification of LJC grant funding available

**16. PARISH MATTERS**

- a) Update on Parish Matters previously reported
  - (i) Severn Trent
  - (ii) Drainage and flooding issues at Mount Pleasant and outside Glebe Farm
  - (iii) Damage to mirror at Charlton Hill, junction with B4380
- b) Any other Parish Matters
  - (i) For next agenda – planning scheme for review
  - (ii) For next agenda – Place Plan review
  - (iii) Date for March meeting – potential clash with LJC

**Next meeting: Monday 13<sup>th</sup> January 2014 at The Wroxeter Hotel, Wroxeter**