

**CHURCH PULVERBATCH PARISH COUNCIL**

Clerk: Mrs S Ryan, 2 Harold's Bank, Church Pulverbatch, Shrewsbury SY5 8BY  
Tel. No. 01743 718559. Email: church.pulverbatch@hotmail.co.uk

**MINUTES OF COUNCIL MEETING HELD ON 24 MAY 2018, 7:30PM AT CHURCH  
PULVERBATCH VILLAGE HALL**

**PRESENT** – Cllr W Higgins (Chairman), Cllr T Perkins, Cllr J Conde, Cllr P Taylor, Cllr D Taylor  
S Ryan (clerk), Cllr D Morris Shropshire Council

1. **ELECTION OF CHAIRMAN & SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE** it was approved that W Higgins elected as Chair; proposed by T Perkins; Seconded by D Taylor and agreed by all present. Declaration of Acceptance of Office completed
2. **ELECTION OF VICE CHAIRMAN** it was approved that T Perkins elected as Chair; proposed by J Conde; seconded by P Taylor and agreed by all present
3. **APOLOGIES** – Cllr P Whitley, Cllr R Clarkson
4. **DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS** - none
5. **PUBLIC TIME** – none present
6. **MINUTES** - Minutes from 24 May 2018 approved as a correct record by all present and signed by Chairman.
7. **TO REVIEW STANDING ORDERS** – amendments as per NALC L04-18 accepted and approved; proposed T Perkins; seconded P Taylor; and agreed by all present
8. **TO REVIEW FINANCIAL REGULATIONS** – it was agreed by all present to carry forward to July meeting
9. **TO REVIEW FOI POLICY** – no changes
10. **TO REVIEW ASSETS REGISTER** – no changes, however it was agreed that the noticeboards will require some maintenance – quote to be obtained by clerk.
11. **TO REVIEW TRUSTEE APPOINTMENTS TO MARGARET PERKINS CHARITY** – it was agreed by all present to renew existing trustees; W Higgins and D Taylor
12. **TO SET MEETING DATES FOR 2018/19**  
26 July 2018, 27 September 2018, 22 November 2018, 24 January 2019, 28 March 2019, 23 May 2019. Agreed by all present.
13. **HIGHWAYS MATTERS** –
  - (a) Condition of the road between Pulverbatch and Habberley  
Drain collapse on Wilderley Lane – already reported  
Condition of narrow lane from Wrentnall to Pulverbatch  
Following discussion on the issues raised it was agreed by all present to create a Complaints Log of Highways issues to be present to Highways Authority after every meeting.
14. **PLANNING MATTERS**
  - (A) **PLANNING NOTIFICATIONS** – for information only - none
  - (B) **PLANNING MATTERS FOR CONSIDERATION** - none

**15. FINANCE**

- (a) Internal auditor’s report received – A formal vote of thanks for T Beaumont was proposed by T Perkins and agreed by all present.
- (b) 2017/18 Annual Governance and Accountability Return, end of year bank reconciliation and budget report completed, signed and approved proposed J Conde; seconded P Taylor; and agreed by all present
- (c) It was agreed to sign Certificate of Exemption; proposed W Higgins; seconded T Perkins; and agreed by all present.
- (d) NJC pay award 2018/19 (NALC E01-18) noted and it was agreed that this be applied to Clerk’s pay wef 1 April 2018; proposed J Conde; seconded P Taylor; and agreed by all present.
- (e) Accounts approved for payment; proposed T Perkins; seconded P Taylor; and agreed by all present. Clerks salary and expenses April and May 2018
- (f) Receipts noted:
 

2018/19 Precept	£3,135
-----------------	--------

**16. GDPR**

- (a) Report received and all recommendations approved; proposed T Perkins; seconded P Taylor and agree by all present.

**17. WEST MERCIA PCC – TOWN AND PARISH COUNCIL SURVEY 2018** – to receive and complete survey

**18. ITEMS FOR NEXT AGENDA** – review Financial Regulations, update GDPR, Highways Complaints log, Noticeboard maintenance

W Higgins thanked all for attending and closed the meeting at 8.46 pm

DATE OF NEXT MEETING: **THURSDAY 26 JULY 2018** AT CHURCH PULVERBATCH VILLAGE HALL, at 7.30pm

Church Pulverbatch Parish Council  
 Meeting Minutes 24 May 2018  
 S.Ryan Clerk and RFO  
 church.pulverbatch@hotmail.co.uk

Dated .....

Signed.....