

Donington with Boscobel Parish Council

**Minutes of meeting held at Donington with Boscobel Parish Council on
Tuesday 21st January 2020, 7pm at The Red House, Albrighton**

19.113 Welcome by the Chairman

The Chair welcomed everyone to the meeting.

19.114 Apologies for absence and reasons

Apologies were received from:

Cllr Wilson – Work Commitment
Cllr Thompson – Family Commitment
Cllr White – Health

The above apologies were accepted by the Council, **all in favour**.

Shropshire Cllr Ed Bird also passed on his apologies as he had a prior commitment. A report had been passed on to Councillors by email prior to the meeting.

19.115 Declarations of Interest: a) Pecuniary b) Personal

There were none at this time

19.116 Public Session

There were no members of the public present and no public questions at this time

19.117 Minutes

Cllr David Dale noted that there had been a general consensus of agreement at the meeting (17th December 2019) to his view of a development programme being required by the Melville Club.

[“Cllr Dale commented that whilst he was happy to support this request, a development programme is needed rather than continuing with a drip-feed approach.”]

Cllr Dale noted that) in discussing the budget, that the figure of £22,800 referred to the estimated spend in this year and not the suggested spend for the next financial year. This was amended in the minutes and initialled by the Chair.

With the above amendments, the minutes of the Council meeting held on Tuesday 17th December 2019 were accepted as a true record, **all in favour**.

19.118 Matters Arising

a) BT Telephone box

It was agreed to adopt the BT Telephone Box on Shackerley Lane, signed by Cllr David Williams in the Chair on behalf of Donington with Boscobel Parish Council, **all in favour**.

Cllr Parry requested that the next meeting has an item on the Agenda to discuss putting in a defibrillator.

b) Hope House

The Parish Clerk reported that she had received additional information from Hope House as requested, and that there were no children in the Parish being looked after by Hope House at this time although this may change in the future. The Council agreed that regrettably, this would make it difficult for them to justify committing public funds, but did not mean they would not re-consider it in the future.

19.119 New Business

a) St Cuthbert's Well

The maintenance of St Cuthbert's Well had been requested as an Agenda item at the last Parish Council meeting by Cllr Parry.

Cllr Hickman said that a maintenance programme had been put forward by the Countryside Officer and the Nature Reserve Committee. He questioned the procedures through which work had already been undertaken on the well and in clearing parts of the nature reserve. He said that decisions on undertaking work should be agreed upon by the committee and quotations presented to it as part of the decision-making process.

Cllr Williams, in the Chair, said that the Parish Council acted on the recommendation of the Nature Reserve and Donington Pool Management Committee. It would not expect to see the Committee's quotations. There was agreement with his point and that this was not really a matter of discussion for the Parish Council. Cllr Jones said that whatever is resolved by the Committee, no work should be undertaken by this Council without written quotations.

Cllr Williams also said that the Parish Council has precepted an amount of money to spend on projects decided upon by the committee. Cllr Beechey commented that there was still £1500 of precept available for the committee and it was for them to come to a decision on what it should be spent on.

b) Shropshire Council Pool Maintenance Bill

An invoice of £2000 has been received by the Parish Council from Shropshire Council for pool maintenance.

Cllr Hickman said that the Countryside Officer would be itemising a breakdown of costs incurred by him in his work in maintaining the pool in the next Nature Reserve meeting.

It was therefore agreed, on the recommendation of Cllr Hickman, Chair of the Nature Reserve and Donington Pool Management Committee, to defer this item until the next meeting.

19.120 Correspondence: For Action.

a) Buckingham Palace Garden Party

Nominations have been requested from SALC (Shropshire Association of Local Councils) to attend a Garden Party at Buckingham Palace.

It was agreed, to nominate Cllr Christine Jones and guest, as she would be expected to be Chair in May at the time of the party, **all in favour**.

19.121 Correspondence: For Information.

a) Road Closure, Severn Trent – High House Lane, Albrighton, 19th February 2020, to carry out repairs to their defect (relay materials), working between 9.30 to 15.00.

This was noted.

19.122 Planning.

(a) Applications: 19/05211/FUL at Land Adj. Church Hall

This is the Parish Council's application for a new container to go on the Nature Reserve.

(b) Permission Granted:

None at this time

(c) Permission Refusals:

None at this time

(d) Any other planning matters

Referred to Confidential Session

19.123 Finance.

a) To approve the following payments –

BT	Telephone Box	£1		LGA 1972 s.137
Vanessa Voysey	Clerk's salary & expenses (Nov)	£418.16	Inc. £16 home £15.79 travel	LGA 1972 s 112 (2) LGA 1972 s 111
HMRC	Tax	£144.40		LGA 1972 s.111
Vanessa Voysey	Printer cartridge	£115.64		LGA 1972 s.112 (2)

HMRC payment includes £63 for January and combined underpayment due from April, May and August

It was agreed to make the above payments, **all in favour**.

b) Bank Reconciliation

The bank reconciliation was received and agreed, **all in favour**.

c) Spend to date

The spend to date against the budget was received and agreed, **all in favour**.

d) Budget 2020/21

i) Community Infrastructure Fund

It was agreed to move discussion on this proposal forward before deciding upon the budget.

Cllr Dale's proposal would be to keep general reserves low and move the surplus into an infrastructure fund.

His proposal brief outlined the current financial position - with an expected underspend this financial year and reserves of £106k. It is possible that with the same demands on the budget next year and at current precept levels, there could be another surplus. Expenditure on administration and the Nature Reserve is stable but requests for grants are variable. There is nature reluctance to reduce cash reserves or cancel the precept request as "we do not know what the future holds". During the budget review meeting the possibility of setting up a fund was discussed, this would protect increasing cash surplus whilst putting DBPC into a sound position to contribute to any future large infrastructure projects for the benefit either directly or indirectly of our parishioners..

The proposal would:

1. Establish a fund for the DBPC to use at its discretion for capital infrastructure projects that are set up by either the DBPC, or other local parish councils or organisations.
2. A separate ethical interest bearing account be set up to hold the funds, which would be subject to the normal council management and audit procedures.
3. That projects only be supported where
 - It benefitted DBPC parishioners either directly or indirectly
 - The proposal was fully costed with an appropriate cost benefit analysis, which included how future operating costs would be managed
 - The proposal was eco-friendly
 - Two thirds of the DBPC councillors were in agreement, with this agreement being registered in Council minutes
4. In addition, where funds were to be spent on physical assets, whether this was land, building or other equipment, a proportion of ownership as appropriate to the project would be retained by the DBPC and that this would be recognised and publicised by project owners
5. Where the precept was underspent at the end of any fiscal year the surplus to be transferred into the fund, dependent on the DPBC's ability to reserve for future expected expenditure.

The Parish Clerk said that proposal had been forwarded to NALC (National Association of Local Councils) for guidance on the legalities. It is good practice to keep three months in working funds in general reserve in case of unforeseen problems.

Councillors discussed the proposal and identified potential areas that would require funding in the community including the funding of the nature reserve, possible car park purchase, the library, and the school swimming pool.

It was agreed to create a Community Infrastructure Fund, subject to legal requirements, **all in favour**.

ii) Budget for 2020/21

Cllr Dale suggested raising the precept by 1% of last year's amount of £31,299. He requested that next month's agenda included allocations of budget.

It was agreed to set the precept at £33,000, **all in favour**.

19.124 Reports:

- (a) SALC (Cllr D. Beechey).
- (b) RAF Cosford (Cllr. C. Wilson).
- (c) Local Nature Reserve (Cllr D. Hickman).
- (d) Albrighton Village Halls Trust (Cllr H. Kirton).
- (e) AFLAG – Albrighton Flood Action Group (Cllr D. Hickman)
- (f) Clerk's Update

The above reports were noted.

19.125 Training

Training information is available on

www.alcshropshire.co.uk/training

The Parish Clerk said that she would like to attend the SALC (Shropshire Association of Local Councils) training course, 'What to do and When – The Clerk's Year.' The cost to members is £70.

Cllr Jones suggested that the Council funded half of the cost (as the Clerk works for other Councils) and this was agreed.

19.126 Date of the Next Meeting 18.02.20

Items for the agenda to be notified to the clerk by **8.02.20**

19.127 Confidential Session

Exclusion of Public and Press: in accordance with Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters. It is therefore recommended, pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, that the public and press be excluded.

19.128 Confidential Planning Matters

This item was noted