

# Donington with Boscobel Parish Council

Clerk to the Council - Catherine Lane  
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To all members of Donington with Boscobel Parish Council - Councillors:

**I HEREBY GIVE YOU NOTICE that there will be a Meeting of Donington with Boscobel Parish Council on Tuesday 19<sup>th</sup> June 2018 at the Red House Albrighton commencing at 7:00pm.**

Signed: Clerk to the Council.....Date 13<sup>th</sup> June 2018

## AGENDA

**1. Welcome by the Chairman:**

**2. Apologies for absence and reasons:**

The Council is to receive, consider and note as appropriate, any apologies for absence.

**3. Casual Vacancy candidates:** opportunity for candidates to address the Council on why they should be nominated to fill the vacancy.

**4. Declarations of Interest:**

**a) Pecuniary b) Personal**

**5. Public Session:**

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

**6. Minutes.**

To confirm the minutes of the Council Meeting held on May 15<sup>th</sup> 2018.

**7. Matters Arising from those minutes:**

**(a) Parking issues around the Train Station and Doctors Surgery** – Council to discuss further.

**(b) Casual Vacancy** – Council to consider candidates for co-option and vote in.

**(c) Councillor Contact Information** – Council to receive, review and agree information to be made public. Please see attached.

**(d) Neach Hill** – Council to consider reports of fly tipping within the Parish.

**8. New Business.**

**(a) Annual Governance Statement 2017/18**

**Section 1** – Council to agree yes or no, please see attached.

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. Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the funds(s)/assets, including financial reporting and, if required, independent examination or audit.

## **(b) Annual Governance Statement 2017/18**

**Section 2 Accounting statements** – Council to agree. Please see attached.

**(c) Council emails** – Council to be updated on the situation regarding council only email addresses.

**(d) GDPR Privacy Policys** – Council to receive, review and adopt: Correspondence policy, Grants policy and Privacy policy.

**(e) GDPR Data Protection Impact Assessment** – Council to receive and discuss assessment. Please see attached.

**(f) Grass Cutting with the Parish** – Council to discuss.

## **9. Correspondence: For Action.**

**(a) Flooding of Station Road, Albrighton on Sunday 27<sup>th</sup> May 2018** – Please see attached.

**(b) Post Office Near Me** – Please see attached.

### **9.1 Correspondence: For Information.**

**(a) Queens award for Voluntary Service.** Please see attached.

**(b) CPRE Shropshire** – invite for AGM, Monday 2<sup>nd</sup> July at Attingham Park. Tickets £12.50.

**(c) Seafarers uk** – suggested request to fly the Red Ensign on Merchant Navy Day, 3<sup>rd</sup> September.

## **10. Planning.**

### **(a) Applications:**

Reference: **18/02499/FUL**

Address: 8 Barclay Close, Albrighton, Wolverhampton, Shropshire, WV7 3PX

Proposal: Erection of single storey extension in place of existing carport; removal of rear porch; alterations to fenestration on rear elevation; roofworks to allow for sun pipe

**(b) Permission Granted:**

Reference: 18/01249/LBC (validated: 04/04/2018)

Address: Shackerley House, Old Shackerley Lane, Albrighton, Wolverhampton, Shropshire, WV7 3AB

Proposal: Alterations in connection with replacement glass to four windows and one set of french doors; installation of internal fans

Decision: Grant Permission 16.05.18

**(c) Permission Refusals: None.**

**(d) Any other planning matters:**

Information on advertisement sign at Wyvale garden centre, please see attached.

**11. Finance.**

To approve the following payments:

|                               |                 |         |
|-------------------------------|-----------------|---------|
| <b>(a) Came &amp; Company</b> | Invoice         | £778.05 |
| <b>(b) C. Lane</b>            | Salary June     | £295.08 |
| <b>(c) HMRC</b>               | Income Tax June | £73.80  |

**12. Training.**

**Making a Beneficial Difference** – Training for New Mayors, Deputies and Staff supporting Mayors. Friday 29<sup>th</sup> June 5:30 – 7:30, Shirehall. Please see attached.

**Social Media** with Gordon Fong, e-mango. Monday 18<sup>th</sup> June, 2:00 – 4:00, Stirchley & Brookside PC, Telford.

**Planning from a Local Council Perspective**, Andrea Pellegram. Tuesday 19<sup>th</sup> June, 10:00 – 4:00, Lord Hill Hotel, Shrewsbury.

**Chairmanship Skills** – part 1 & 2, Kim Bedford. Friday 29<sup>th</sup> June, 10:00 – 4:00, Shirehall.

**13. Reports:**

**(a) SALC** (Cllr D. Beechey).

**(b) RAF Cosford** (Sqn.Ldr. Wilson).

**(c) Local Nature Reserve** (Cllr D. Hickman).

**(d) Albrighton Village Halls Trust** (Cllr H. Kirton).

**(e) Probation** (Cllr D. Williams).

Any other reports.

**14. Date of the Next Meeting 17.07.18**

Items for the agenda to be notified to the clerk by 09.07.18