



Lilleshall Parish Council

Clerk to the Council - Catherine Lane
Lilleshall Memorial Hall, Hillside, Lilleshall, Newport, Shropshire, TF10 9HG
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To all members of Lilleshall Parish Council - Councillors:

I HEREBY GIVE YOU NOTICE that there will be a meeting of Lilleshall Parish Council on Monday 4th June 2018, at Lilleshall Memorial Hall, commencing at 7:00pm.

Signed: Clerk to the Council.....Date 30th May 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. Declarations of Interest.

a) Pecuniary b) Personal

4. Public Session.

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

5. Minutes.

To confirm the minutes of the council Meeting held on 14th May 2018.

6. Matters Arising from those Minutes. None.

7. New Business.

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

(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.

(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.

(c) Lockable storage – council to consider options for lockable storage.

8. Reports:

- (a)** Tennis Courts: update.
- (b)** Allotments: update.
- (c)** Local Heritage Listing: update.
- (d)** Neighbourhood Plan: update.
- (e)** Post Office: update.
- (f)** Footpaths: update.
- (g)** Other reports:

9. Correspondence – for action: None.

9.1 Correspondence - for information:

- (a) Post Office** – re cover for the Lilleshall Post Office, please see attached.
- (b) Lovell's Hands-on Help scheme** – please see attached.

10. 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

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

(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.

11. Finance:

Payments – the Council to approve the following payments:

(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

Cheques – two Cllrs are required to sign cheques and check against the relating invoices.

12. Date of the Next Meeting 02.07.18

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