

Culmington Parish Council

Draft Minutes of the Ordinary Meeting on 3rd June 2025.

Present: Councillors Mr M Seabrook (Chair), Mr Ian Alderson, Mrs J Disley, Mr Adrian Lewis, Mrs J Mear, Ms J Watts and Mrs J Williams. **In Attendance:** H Coonick (Clerk/RFO)

1. **Receive and Accept Apologies for Absence:** Cllr Mrs C Byng. Cllr C Stanford (Shropshire Council)
2. **Declarations of Interest relating to this meeting:** Cllr Disley (item 8)
3. **Public Involvement Session:** No members of the public were in attendance.
4. **Minutes:** To approve as a correct record and sign the minutes of the Annual Parish and Annual Parish Council meetings held on 13th May 2025
RESOLVED: to accept that the minutes were an accurate record and they were signed by the chair.
5. **Reports from Members**
 - 5.1 Shropshire Council – Cllr Colin Stanford had sent apologies.
 - 5.2 Village Hall Committee– Cllr Mear reported that the AGM had been held on the 20th May and they have a strong committee. They are planning events for all ages. The Beefy Boys had been a very well attended event. They are struggling to get grants. The number of bookings have increased.
 - 5.3 Flood Action Group – Cllr Byng had sent apologies. Cllr Disley reported that the FAG had a joint meeting with the Ludlow Flood Action Group to explore common ground. The Environment Agency had identified properties at risk of flooding and had written to the owners offering grants but with little notice, so the timescale has been extended.
6. **Update on the Complaint to Shropshire Council Regarding the Lack of Resources for the Outdoor Partnerships Team to Deal with the Blocked Bridleway:** Parish Councils are not able to make complaints to Unitary or County Councils and referred the council to the Outdoor Partnership Team Manager. The team manager has responded saying that the team are trying managing within their budget. He suggested the council write to Cllr James Owen the Shropshire Council portfolio holder for Housing and Leisure.
RESOLVED: To write to Cllr James Owen regarding the level of resources for the team resulting in a lack of action regarding the blocked bridleway.
7. **Consider Repairs to the Bus Shelter:** there are minor repairs, and a new coat of preservative required. Deferred to the next meeting.
8. **Finance:**
 - 8.1 Review the Annual Report: For the year 2024-25 the income was £9,851 and expenditure £9,695 with assets of £311,376 including the lease for Culmington Village Hall. – Noted.
 - 8.2 Review the Internal Auditors Report: The internal auditor did not raise any concerns - noted.
 - 8.3 Review and Sign the Annual Governance Statement:
RESOLVED: to sign the statement as the council considers that there is a sound system of internal control in place.
 - 8.4 Review and Sign the Annual Accounting Statement:
RESOLVED: to sign the statement as it presents fairly the financial position of the authority.
 - 8.5 Authorise and Sign the Certificate of Exemption: The gross income and expenditure for 2024-25 were below £25,000 and the council fulfils the eligibility requirements to certify itself as exempt from a limited assurance review.
RESOLVED: to sign the Certificate of Exemption.

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8.6 Set the dates for the Notice of Public Rights: The Accounts and Governance Accountability Return (AGAR) will be published with the Notice of Public Rights on the Parish Council website. The Notice will also be published on Parish Council notice boards.

RESOLVED: to set the dates of the notice as 30th June – 8th August 2025.

8.7 Authorise Payments: H Coonick and HMRC, (Clerks Pay April-June) £904.15 and (Clerks Travel) £37.80 (reimburse for Annual Meeting Refreshments and Condolence Flowers) £58.45; D Lewis (Environmental Maintenance) Inv 764 £61.75

RESOLVED: to make the above payments.

9. Items for the Parish Council Meeting at 7pm on Tuesday 1st July 2025 a. expenditure of the Neighbourhood fund including a fence at village hall.