

# Whixall Parish Council



Chairman: Ian Mercer

To all Members of the Council. You are hereby summoned to attend a Meeting of the Parish Council of Whixall to be held on **Wednesday 13 September 2023** at Whixall Social Centre which will commence at 7.30pm in order to conduct the business enclosed on the agenda below.

Members of the public are welcome to attend.

Signed: *A. Mercer*

Date: 5 September 2023

## 1. Chairman's welcome, announcements and public session

Should a member of the public so require they will be permitted to speak. Public speaking time will be limited to 15 minutes, 3 minutes per speaker.

## 2. Apologies

## 3. Declaration of Disclosable Pecuniary or any other interests or requests for dispensations

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

Members are reminded that they must declare non-pecuniary interests relating to agenda items.

## 4. To approve the minutes of the Annual Parish Council Meeting held on 12 July 2023

## 5. Reports

Shropshire Councillors; Parish Councillors and Clerk

## 6. Parish Matters

- a. i. To receive an activity report in relation to the Marlot LNR (circulated).
- ii To consider a request for printing additional Marlot leaflets.
- b. To receive a verbal report from Cllr Rawlinson re. replacement of the Old Burial Ground fence.
- c. To agree a contribution to the RBL Poppy Appeal.
- d. To agree the content and format of the annual newsletter (verbal report).
- e. To agree actions following the introduction of charges by the current website provider (verbal report).

## 7. Planning

### a) To receive planning applications from Shropshire Council

None received

### b) To note planning decisions made by Shropshire Council

- |              |   |
|--------------|---|
| 23/00632/FUL | Land North Platt Lane, Hollinwood.<br>Change of use of land to use as residential caravan site for one gypsy family with two caravans, including no more than one static caravan, together with laying a hardstanding, erection of dayroom building and installation of package treatment plant.<br>Grant Permission. |
| 23/02636/FUL | East of Welsh End Junction.<br>Erection of agricultural storage building.<br>Grant Permission.  |
| 23/01325/FUL | Proposed Local Needs Dwelling North of 14 Waterloo.<br>Detailed application for the erection of a local needs dwelling including access and garage.<br>Grant Permission.  |

23/02458/FUL      Browns Brook Bungalow, SY13 2SB  
 Erection of single storey rear extension with internal alterations and single  
 storey stable block  
 Grant Permission.

#### 8. Finance and Accounts for payment

- a) Bank reconciliation and balance for information
- b) To resolve to approve outstanding accounts.

Recipient	Reason for Payment	Amount	Reference	Power of Expenditure
<b>Payments Made Between Meetings</b>				
HMRC	PAYE	74.40	26.23	LGA 1972 s112(2)
Employee	Salary	297.21	27.23	LGA 1972 s112(2)
NEST	Pension Contributions August	58.27	28.23	LGS(DP)R 1961 s1
<b>New Payments to be approved</b>				
HMRC	PAYE	74.20	29.23	LGA 1972 s112(2)
Employee	Salary	297.41	30.23	LGA 1972 s112(2)
NEST	Pension Contributions Sept	58.27	31.23	LGS(DP)R 1961 s1
Employee	Reimbursement	7.65	32.23	LG(FP)A 1963 s5
Bowling Club	Return of payment made in error	24.00	33.23	LGA 1972 s111
SLCC	Membership Renewal	112.00	34.23	LGA 1972 s143(1)(b)

#### 9. Agenda items for next meeting

To enable Councillors to bring forward items for the 11 October 2023 meeting

# Whixall Parish Council



Chairman: Ian Mercer

## Minutes of the Parish Council's Monthly Meeting held on 12 July 2023 at Whixall Social Centre starting at 7:30pm

### Present:

**Councillors:** I Mercer (Chair); A Rawlinson; B Harris; C Weedall; J Spenser; P Rodenhurst

**Shropshire Councillors:** Cllr E Towers; Cllr P Broomhall

**Clerk:** A Roberts

**Other Organisations** 1

**Members of the Public** 1

### **53/23 Public Session**

Mr D Birch outlined his proposal for a community library in the redundant telephone box at Welsh End.

### **54/23 Update from Natural England**

Pete Bowyer updated on the following:

A defibrillator is now located at Manor House for use during office hours.

Natural England maintains its sections of the Lord Hill Drain, but there is historical flooding due to lack of maintenance on other sections. Letters were sent to riparian owners in 2016 and most responded by cleaning out their sections. Maintenance is the responsibility of these owners and it is Shropshire Council's duty to enforce this.

NE now wants to see it all cleaned again to allow water to get away along the full length. Shropshire Council has agreed to write a joint letter from NE, Shropshire Council and the Parish Council asking for maintenance to be carried out. The Parish Council will provide a logo to go on this letter, which will be shared before it is issued.

### **55/23 Apologies for Absence**

None received.

### **56/23 Declarations of Pecuniary Interest**

None declared.

### **57/23 Minutes of Previous Meeting**

Proposed Cllr Rawlinson, seconded Cllr Harris and agreed by all present.

**Resolved: The minutes of the Council meeting held on 10 May 2023 are an accurate record.**

The Chair signed the minutes.

### **58/23 Reports**

Shropshire Councillors' report was circulated in advance. Its content was noted.

Cllr Mercer reported that he would attend the Helicopter Noise Liaison Group on 20 July and that he had made a press statement regarding the requirement for better broadband following a resident's meeting with Helen Morgan MP.

The Clerk's report was circulated in advance. Its content was noted.

### **59/23 Parish Matters**

a. The Marlot report was circulated in advance. Its content was noted.

b. Old Burial Ground Fencing – Cllr Rawlinson reported that he has the fencing and will proceed now that he has permission to do so.

c. Redundant Telephone Kiosk

i. Proposed Cllr Mercer, seconded Cllr Harris

**Resolved: The Council supports the proposal to set up a book exchange in the redundant telephone Kiosk at Welsh End, which is a Council-owned asset.**

ii. Proposed Cllr Spenser, seconded Cllr Harris

**Resolved: The Clerk will write to the residents on whose frontage the telephone kiosk is situated to confirm that it is a Council-owned community asset. A copy of the ownership documents will be included with the correspondence.**

d. Hollinwood Common

Members discussed potential approaches to issues of physical changes being made to the common along with the possible consequences of these approaches.

Proposed Cllr Rawlinson, seconded Cllr Mercer. Put to a vote of members (5 in favour, 1 absention)

**Resolved: The Council will continue to monitor the situation but will not take any action at present.**

e. Members information folders were distributed to those present.

## **60/23 Planning**

a. To consider applications

23/62636/FUL Land East of Welsh End junction  
Erection of agricultural storage building.

**Resolved: The Council supports application 23/62636/FUL without comment.**

b. The following planning decisions were noted

23/01098/FUL The Fields Farm, Dobsons Bridge, SY13 2QJ  
Demolition and rebuilding of a former shippon to provide ancillary residential accommodation Refused

23/01557/FUL Land Adj Rowan Cottage, 11 Welsh End, SY13 2NT  
Erection of agricultural storage building Withdrawn

## **61/23 Financial Matters**

a. Proposed Cllr Mercer, seconded Cllr Harris

**Resolved: Councillor Evans will act as bank reconciliation checker and approver for 2023/24**

b. To receive monthly bank balance record and quarterly budget monitoring report.

DATE	ACCOUNT NAME	AMOUNT
30 June 2023	Current Account (Working Budget)	£2784.83
	Savings Account (Reserves)	£2,1053.41
<b>TOTAL</b>		<b>£23,838.24</b>

The bank reconciliation and statements were checked by Cllr Spenser.

c. Process for Approving Online Payments (circulated prior to meeting)  
Proposed Cllr Mercer, seconded Cllr Spenser

**Resolved: The Council will adopt the process for approving online payments.**

- d. To approve the monthly payment of staffing costs  
Proposed Cllr Spenser, seconded Cllr Rawlinson, agreed all.

**Resolved: Staff salaries, PAYE and pension contributions will be paid every month at the levels agreed for the financial year.**

- e. To resolve to approve outstanding accounts  
Orders for the payment of outstanding invoices and all payments approved remotely (under "Power to Spend" LGA1972 s.112(2) and 124(1)). Proposed by Cllr Harris, seconded by Cllr Spenser and agreed by all.

**Resolved: The outstanding accounts should be paid and the payment transactions authorised by two nominated councillors.**

Recipient	Reason for Payment	Amount	Reference	Power of Expenditure
<u>Payments Made Between Meetings</u>				
HMRC	PAYE	74.20	14.23	LGA 1972 s112(2)
Employee	Salary	297.41	15.23	LGA 1972 s112(2)
NEST	Pension Contributions Jun	58.27	16.23DD	LGS(DP)R 1961 s1
Curry's Business	Printer Purchase	183.32	17.23	LGA 1972 s111
NEST	Pension Contributions July	58.27	18.23DD	LGS(DP)R 1961 s1
Unity Trust Bank	Bank Charges	18.00	19.23DD	LGA 1972 s111
<u>New Payments to be approved</u>				
HMRC	PAYE	74.40	20.23	LGA 1972 s112(2)
Employee	Salary	297.21	21.23	LGA 1972 s112(2)
Whixall Village Hall	APM Refreshments	30.00	22.23	LGA 1972 s111
Employee	Reimbursement	85.05	23.23	LG(FP)A 1963 s5
M Spenser	Reimbursement (H'wood)	8.00	24.23	CA 1899 s5
G Turnbull	Reimbursement (Marlot)	91.48	25.23	OSA 1906 s9-10


Scheduled date of next meeting  
**13 September 2023 (7.30pm)**

The meeting closed at 21.10.



# HugoFox

FEATURES &  
PACKAGES  
2023

- 
- Easy-to-use website builder
  - Jam-packed with simple and smart features
  - Promote offers, news & events in our community hub





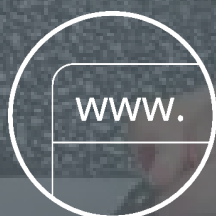
“Our user-friendly interface and features has won the hearts of countless councils, who rely on HugoFox to keep their communities well-informed and connected”

## NEW

### INTRODUCING OUR NEW EXCLUSIVE MEMBERS AREA!

Our newly developed private membership area is the ultimate platform. Designed to share private content to approved members and cultivate a thriving community around your website.

## FEATURES



### Use your own web address

There's no HugoFox branding on our websites, and you can use your existing domain name – so your site remains exclusively yours.



### Promote your jobs, events, offers and local news

Once you've created your website, it's simple to add all the above and more – quickly and easily. Email alerts also make it possible to communicate new posts to customers and visitors, spreading the word further, for less.



### Our sites are easy to create, edit and manage

Unlike other content-managed websites, you don't need any technical knowledge to set yours up or make changes – just a login and password.



### You have complete control

Add, tweak or remove whatever you like, whenever you like. It's easy and quick to log in and edit any part of your website – there's no need to pay anyone to do it for you.

	BRONZE	SILVER	GOLD
	£9.99 +VAT per month	£19.99 +VAT Per Month	£29.99 +VAT Per Month
Website Toolkit	✓	✓	✓
Web Accessibility Compliance	✓	✓	✓
Hosting	✓	✓	✓
SSL Certificate	✓	✓	✓
Marketing Toolkit (post jobs, events, offers & news)	✓	✓	✓
Email Alerts	✓	✓	✓
Google Toolkit Support (search box, analytics)	✓	✓	✓
Social Media Integration	✓	✓	✓
Use of Own Domain Name	✓	✓	✓
HugoFox Directory Entry	✓	✓	✓
Email Support	✓	✓	✓
Basic SEO	✓	✓	✓
Telephone Support		✓	✓
Membership Area		✓	✓
Planning Tracker (for councils)		✓	✓
Full SEO			✓
One On One Training			✓
Full Support			✓
Complete Website Build (Optional £399+VAT Setup)			✓

## PACKAGES

We offer three packages designed to meet individual needs and budgets. Each package has specific features, allowing you to choose the best package to meet your requirements.

**HugoFox.com**  
*Connecting Communities*

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## Bank Reconciliation

### Whixall Parish Council

Balance per Bank statements as at 31 August 2023		
Current Account (Unity Trust)	£ 1,792.81	
Savings Account (Unity Trust)	£ 21,053.41	
		£ 22,846.22
<u>Less: any un-presented cheques/unclaimed DDs</u>		
		£ -
<b>Net Bank balances</b>		<b>£ 22,846.22</b>
Balance per Cashbook 31 August 2023		
Opening Balance	£ 12,760.61	
Add: Receipts in the year to date	£ 13,679.82	
Less: Payments in the year to date	£ 3,594.21	
		<b>£ 22,846.22</b>

Variance	£	-
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# Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc  
PO Box 7193  
Planetary Road  
Willenhall  
WV1 9DG

Mrs Amanda Roberts  
Whixall Parish Council  
2 Tilley Road  
Wem  
Shrewsbury  
SY4 5HA

**Date:** 31/08/2023

**Account Name:** Whixall Parish Council

**Swift Code (BIC):** NWBKGB2L

**IBAN Number:** GB93NWBK60023571418024

**Sort Code:** 608301

**Account Number:** 20423117

Your arranged overdraft limit is £0.00

Our new Online Banking is now available for everyone to use, giving you benefits like a refreshed new look, with simpler navigation. Finding your way around on a desktop or mobile phone is easier than ever.



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

## Contact Us

 Call us: 0345 140 1000

 Email us: [us@unity.co.uk](mailto:us@unity.co.uk)

 Visit us: [unity.co.uk](http://unity.co.uk)

## Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/07/2023		Balance brought forward	£0.00	£0.00	£2,198.69
11/08/2023	Faster Payment Debit	B/P to: HMRC Cumbernauld	£74.40	£0.00	£2,124.29
11/08/2023	Faster Payment Debit	B/P to: AJ Roberts	£297.21	£0.00	£1,827.08
25/08/2023	Credit	WHIXALL BOWLING	£0.00	£24.00	£1,851.08

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Statement number 054

For Businesses.  
For Communities.  
For Good.

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570. Registered Office: Four Brindleyplace, Birmingham, B1 2JB. Registered in England and Wales no. 1713124. Calls may be monitored and recorded for training, quality and security purposes. © Unity Trust Bank. All Rights Reserved.

INVESTORS IN PEOPLE  
We invest in people Gold



Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
31/08/2023	Direct Debit	Direct Debit (NEST)	£58.27	£0.00	£1,792.81

# Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc  
PO Box 7193  
Planetary Road  
Willenhall  
WV1 9DG

Mrs Amanda Roberts  
Whixall Parish Council  
2 Tilley Road  
Wem  
Shrewsbury  
SY4 5HA

**Date:** 31/08/2023

**Account Name:** Whixall Parish Council

**Swift Code (BIC):** NWBKGB2L

**IBAN Number:** GB93NWBK60023571418024




**Sort Code:** 608301

**Account Number:** 20423120

Our new Online Banking is now available for everyone to use, giving you benefits like a refreshed new look, with simpler navigation. Finding your way around on a desktop or mobile phone is easier than ever.

The credit interest rate is 2.75% AER as of your statement date.

## Contact Us

-  Call us: **0345 140 1000**
-  Email us: **us@unity.co.uk**
-  Visit us: **unity.co.uk**



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

Your Instant Access account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
31/07/2023		Balance brought forward	£0.00	£0.00	£21,053.41

## **Sending or Receiving Currency**

You may be asked for your SWIFTBIC (Bank Identification Code) and IBAN (International Bank Account Number). These can be found at the top of this statement and are required to ensure that international banks can find the correct account to credit or debit funds.

When receiving currency into your Unity account, you must inform us of the transaction. The SWIFTBIC number relates to a central Unity account. We use this account to receive international currency before allocating the payment to your account. Please call us on **0345 140 1000** for more information.

## **Fraud Concerns**

If you have any concerns regarding fraud on your account, then please call the freephone number **0808 196 8420**.

## **What happens when something goes wrong?**

If you have a problem with your Unity account or our service, please get in touch with us on **0345 140 1000**. We aim to resolve any issues as soon as possible.

## **Accessibility**

Unity offers a number of supporting services such as statements in braille or large print. Please contact us for more information.

### **Additional information**

A copy of our interest rates can be found on our website – **[unity.co.uk/interest-rates](https://www.unity.co.uk/interest-rates)**

A copy of our fees and charges can be found on our website –  
**<https://www.unity.co.uk/terms-and-conditions/>**

This information is also available by calling **0345 140 1000**.

**To help us improve our service and maintain security, we may monitor and/or record your telephone calls with us.**