

KEMBERTON PARISH COUNCIL

Minutes of the Annual Parish Council Meeting of Kemberton Parish Council held on Wednesday 14th May 2025, 7:30PM in Kemberton Village Hall

In attendance: Cllrs Angela Blount, Mark Lea, Phil Jones, James Rennison, Mary Wright

1.25 New Council formed

Councillors signed the Declaration of Acceptance of Office

Cllr Phil Jones took a copy of the Declaration of Acceptance of Office for Cllr Stephen Talbot to sign.

2.25 Election of Chairman

It was proposed, and seconded to nominate Phil Jones as Chairman of the Council

RESOLVED to elect Phil Jones as Chairman of the Council

Cllr Phil Jones signed the Declaration of Office

3.25 Chairman's Welcome and Announcements

Cllr Phil Jones welcomed everyone to the second meeting of the evening

4.25 Election of Vice-Chairman

It was proposed, and seconded to nominate James Rennison as Vice-Chairman of the Council

RESOLVED to elect James Rennison as Vice-Chairman of the Council

Cllr James Rennison signed the Declaration of Office

5.25 Apologies

Cllr Stephen Talbot was absent (Annual Leave)

Giles Greenwood was unable to attend the meeting

Shropshire Cllr Elizabeth Blount sent her apologies as she was already attending another Parish Council meeting. She is intending to come along to a future meeting to meet everyone.

6.25 Disclosable Pecuniary Interests

There were no declarations of interest at this time

The Parish Clerk noted that Councillors should file their Pecuniary Interests with Shropshire Council. It is now necessary to do this online and will need the Parish Clerk to send their email addresses to the Elections Office.

7.25 Power of General Competence

It was resolved to agree and resolve that the Parish Council is an eligible council to exercise the General Power of Competence in accordance with the Localism Act 2011 ss 1-8 as i) the Parish Clerk has holds CiLCA and ii) as two-thirds of the Councillors were elected and not co-opted

8.25 Co-Option

Giles Greenwood had experienced filing issues with his paperwork for the election. He had indicated that he would be willing to be co-opted onto the Parish Council. No other candidates had come forward.

It was proposed, and seconded, to co-opt Giles Greenwood onto the Parish Council.

RESOLVED to co-opt Giles Greenwood onto the Parish Council.

Cllr Phil Jones took a copy of the Declaration of Acceptance of Office for Giles Greenwood to sign.

9.25 Report from Shropshire Councillor

Cllr Elizabeth Barker was elected to office on 1st May 2025. She had been in contact with the Parish Clerk and had indicated that she intended to attend a future meeting, but unfortunately, this one clashed with another Parish Council she had already agreed to attend.

10.25 Public Participation Session

There were no members of the public present

11.25 Minutes

It was proposed, seconded, and resolved, to approve the minutes dated 12th March 2025

12.25 Matters Arising

There were no matters arising from the minutes not covered elsewhere on the agenda

13.25 Planning Applications Received:

No planning applications had been received at this time

14.25 Planning Application Decisions:

The following approval was noted:

25/00793/FUL (validated: 12/03/2025): Field To The Rear Of Westhorpe, Mill Lane, Kemberton: Creation of a wildlife pond.

15.25 Any other Planning Matters

There were no other planning matters to discuss at this time

16.25 Correspondence

There was no correspondence to be actioned at this time

17.25 Finance

i) Payments

It was resolved to approve the following

	Payee	Description	Amount	Power
BACS	Clerk	Travel, May	£13.77	LGA 1972 s.111
BACS	Clerk	Salary Quarter 1	£tb	LGA 1972 s.112
BACS	HMRC	Tax Q1	tbc	LGA 1972 s.112
BACS	SALC	Affiliation fees	£189.43	LGA 1972 s.111
BACS	Lloyds Bank	Bank service charges March	£4.25	LGA 1972 s.111
BACS	Lloyds Bank	Bank service charges April	£4.25	LGA 1972 s.111
BACS	A.Wilson	Internal Audit	£8	LGA 1972 s.111
DD	HugoFox	Website fees (March, April)	£11.99 £11.99	LGA 1972 s.111

ii) Income

The following was noted:

- Bank interest – £3.15 month of March and £3.38 month of April
- **£4211** Precept – Shropshire Council
- **£414.56** VAT reclaim from HMRC

iii) **Bank Reconciliation:** it was resolved to receive and accept the Bank Reconciliation to month end March 2025

iv) **Spend to Date:** it was resolved to receive and accept the Spend to Date for month end March 2025

v) **Asset Register:** it was resolved to accept the Asset Register

It was noted that the Parish Council laptop is now several years old and is close to the end of its useful life. The Parish Clerk said that she worked on a password protected cloud system so did not need a replacement laptop. It was agreed that the Parish Clerk should purchase a hard drive / memory bank to store information as a back-up for the Parish Council.

vi) **Internal Audit:** it was resolved to receive and accept the Internal Audit for the financial year 2024-2025

vii) **End of Year**

It was resolved to approve and sign the following:

- Certificate of Exemption
- Annual Governance Form
- Annual Return for 2024-25

It was resolved to confirm the Exercise of Public Rights with the dates of 3rd June to 14th July 2025

viii) **Insurance Renewal**

The insurance policy is due to renew on 1st June 2025. The Parish Clerk had sought alternative quotes, the first of which was £750 compared to the £462.22 renewal quoted by the existing insurer.

It was agreed to renew the existing insurance policy with the insurance premium of £465.22

18.25 Policies

It was resolved to approve the following:

- Standing Orders
- Financial Regulations

19.25 Environment

i) Cllr Angela Blount said that she had put in another Fix My Street report about storm drains as the drain on Field Lane has blocked again.

It was agreed that the Parish Clerk write to Cllr Elizabeth Barker to update her on this issue and also about the overflowing cellar pipe that had also been reported on Fix My Street but not resulted in any positive action.

ii) Councillors expressed concern about a stone wall on Mill Lane that is covered in ivy and looks in danger of collapse. There was concern both about this as a

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potential safety issue and also as it is located in the Conservation Area and is part of the historical fabric of the Parish.

It was agreed that the Parish Clerk should contact both Shropshire Highways and Shropshire Council's Conservation Officer about this matter, and copy in Cllr Elizabeth Barker.

20.25 Highways

Cllr Angela Blount said that the junction at Kemberton Quarters is overgrown with grass and could present a visibility road safety issue.

There will be a temporary road closure on Grindle Road on 15th July 2025, due to Openreach replacement of X1 Pole in the verge <https://one.network/?tm=143122979>

21.25 Other Parish Matters

Cllr Mark Lea said that Wildlife Kembertonians group had flagged up an invite to local landowners, farmers and interested parties to an online meeting with PC Nock of West Mercia Police about rural and wildlife crime. Councillors indicated they would be interested in joining this meeting.

22.25 Next Parish Council Meeting will be Wednesday July 9th 2025 at Kemberton Village Hall, 7.30pm