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## MINUTES OF THE FULL COUNCIL MEETING HELD 7<sup>th</sup> JUNE 2022 HILLSIDE MEETING ROOM, LILLESBALL, 7PM

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**Members present** Cllrs: Shaw (Chairman), Baker, Millard, Parker, Taylor

**In attendance:** Mr Furnival (Clerk), and a member of the public

Cllr Millard recorded her thanks to the Connor (Clerk), Julie (Admin Officer) and Linda (Vice Chair) for all their work as the main organisers for the Jubilee celebrations in Lilleshall.

**22/23.21 Apologies and declarations of Interest**

Apologies received from Cllr Challinor.

**22/23.22 Public Session**

A resident was in attendance and was willing to wait for the road safety scheme updates.

**22/23.23 Minutes of the Full Council meeting held 3<sup>rd</sup> May 2022**

It was proposed by Cllr Taylor and seconded by Cllr Baker, all were in favour, thus **RESOLVED that the minutes of the meeting held on 3<sup>rd</sup> May 2022 be signed as a true record.**

**22/23.24 Matters arising, for information, from the 3<sup>rd</sup> May 2022**

Clerk noted that the agreed action to move to a new auditor for 2022-23 was not possible as agreed due to that service now moving out of Shropshire. The current auditors will therefore remain the same for 2022-23.

**22/23.25 Co-option of Councillor**

The notice of this vacancy has been advertised and shall be receiving applications up to the 4<sup>th</sup> July 2022.

**22/23.26 Correspondence**

Members discussed the West Mercia Police Community Charter and agreed that their 3 top priorities for the next 3 months shall be; speeding, wildlife crime and anti-social behaviour.

Residents have been reporting versions instances of malicious communications being posted on public points around the parish over the last two months. These communications are being removed by residents and Councillors are aware of this.

Phishing emails being received to Councillors, members are asked to be vigilant and report these when they receive them and then delete the emails.

A resident has been in contact with the parish council to thank the council for supporting climate change initiatives.

Thank you cards have been received for the Afternoon Tea event.

*Initial: .....*

**22/23.27 Reports from Parish Councillors and Ward Member present**

Cllr Baker has requested that the grass at the top of Nursery Lane is cut.

Cllr Parker asked if the trimming around the graveyards is going to be done so that the weeds can be cut back, the Clerk will look into this.

Cllr Taylor reports that the hedge by the allotments was never trimmed as agreed in the ground’s maintenance contract.

Cllr Shaw thanked everyone involved in the Jubilee celebrations. It was very well attended by local people and the march was very well received. The three dignitaries were very grateful to have been part of the fete and have passed on their thanks.

Cllr Shaw reported that after a meeting with Arriva, he has asked them to go to Telford & Wrekin Council to ask that bus pass dispensations are allowed to be used earlier in the morning to allow the service to be used more. Further discussions are ongoing to develop a rural bus service, further enquiries should be made to Cllr Andrew Eade.

Cllr Shaw reports that an objection to the DMO for footpath 17b is currently being written and shall be shared with Telford & Wrekin Council in due course.

**22/23.28 Clerks Report**

Members agreed that they would like to proceed with Telford & Wrekin Council taking necessary action to remove the overgrowing vegetation issue from the hedging that sits along the footpath between Church Meadow and the Cricket Club.

The wooden gate between the cricket field and the school field is to be replaced however there are some delays as Balfour Beatty wish to replace the posts instead of use those in place already, but have had to ask G. Onions to inspect the roots near the gate. Once he has done this and given the approval a new gate will be erected.

The Clerk thanked everyone who was involved with the Scouts Concert, Afternoon Tea and Jubilee Fete which all made Lilleshall’s Platinum Jubilee Celebrations very special. There has been continued praise from local residents and the High Sheriff and Lord Lieutenant of Shropshire have wrote to the parish Clerk to thank the parish council for putting on the Fete.

Cllr Parker reported that money has been raised, through the Afternoon Tea event, to purchase three Copper Beach trees to be planted around the parish, with guards and plaques. It was proposed by Cllr Parker and seconded by Cllr Taylor, all were in favour, thus **RESOLVED to use this money to purchase three Copper Beach trees to be installed in Lilleshall, The Hinks and The Humbers.**

**22/23.30 Planning**

There being no applications to consider the following decision was noted:

Planning Application Number, Location & Proposed Development	LPC Response	Decision
TWC/2022/0299 - Fairview, Hillside East, Lilleshall, Newport, TF10 9GZ Erection of a single storey side extension with alterations to existing roof and a detached single storey garage following demolition of existing garage	No comment	Granted

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**22/23.31 Financial Reports**

It was proposed by Cllr Baker and seconded by Cllr Parker, all were in favour, thus **RESOLVED to approve the following payments and accept the bank reconciliation as a true and accurate record:**

Bank Reconciliation at 31/05/2022			Supplier	VAT Type	Net	VAT	Total
	Cash in Hand 01/04/2022	83,816.92	Booker Ltd	S	178.48	10.84	189.32
	<b>ADD</b> Receipts 01/04/2022 - 31/05/2022	31,664.16	Shropshire Printing Limited	S	350.27	29.45	379.72
		115,481.08	Ditton Services	S	600.00	120.00	720.00
	<b>SUBTRACT</b> Payments 01/04/2022 - 31/05/2022	11,143.80	PJ Entertainment	E	225.00		225.00
<b>A</b>	<b>Cash in Hand 31/05/2022</b> (per Cash Book)	<b>104,337.28</b>	The Farm on Wheels	E	480.00		480.00
			Sullivan E J	E	29.45		29.45
			The Darby Singers	E	50.00		50.00
			Elite Industrial Designs	S	138.60	22.72	161.32
			Ann Fletcher	Z	15.00		15.00
			Linda Parker	Z	72.00		72.00
			Booker Ltd	S	132.63	2.64	135.27
			Ditton Services	S	600.00	120.00	720.00
			Needs Landscaping	S	900.00	180.00	1,080.00
			Sullivan E J	Z	291.03		291.03
			Furnival, C	Z	719.06		719.06
			Shropshire County Pension F	Z	115.77		115.77
			HMRC	Z	87.80		87.80
			Timmy T Events	Z	1,989.00		1,989.00
			Furnival, C	Z	38.25		38.25
			Andrew Baker	Z	20.00		20.00
			Andrew Baker	Z	4.30		4.30
			Shaw, D	S	19.50	3.90	23.40
			Linda Parker	E	199.08		199.08
			<b>Total</b>		<b>7,255.22</b>	<b>489.55</b>	<b>7,744.77</b>
<b>B</b>	<b>Adjusted Bank Balance</b>	<b>104,337.28</b>					
	<b>A = B Checks out OK</b>						

Council considered the Internal Auditor's report (AGAR) and noted that the Council's system of internal controls was operating effectively or required minor improvement in signing off minutes and monitoring NI contributions.

Council considered each internal control statement per The AGAR's Governance Statement (1-9) as read out by the Clerk and confirmed their agreement that each was met. The Clerk completed the Annual Governance Statement to this effect and the Chairman signed the statement as approved by Council.

Council approved the Year end Bank Reconciliation as checked by the Internal Auditor & Chairman and agreed to confirm the accuracy of the AGAR's Accounting Statement. The Chairman was instructed to sign it as such.

The Clerk informed the Council of his intention to publish the Notice of Electors' Rights on the 9<sup>th</sup> June 2022 and upload it and the AGAR pages to the Council's website.

It was proposed by Cllr Baker and seconded by Cllr Millard, all were in favour, thus **RESOLVED to approve the AGAR as presented to the meeting.**

**22/23.32 Projects and events**

Lilleshall Road Safety Scheme:

Signage for Hillside, size of SID's and cobbled areas for Limekiln Lane have now been agreed and the scheme is no longer on hold. The 20mph part of the scheme is to go through statutory consultation with the public and police before this can be implemented and the signage can be erected. The current scheme delivery aim is for Summer 2022.

Cllr Eade is looking at the possibility of a pedestrian refuge to cross the A518.

Initial: .....

Parish Planting Scheme:

The planter bases are now in place and the planters and flowers will be installed on Monday 13<sup>th</sup> June 2022, flowers are to be supplied by Bloomsbury Nursery and installation and watering will be organised through Needes Grounds Maintenance.

Woodland Management Initiatives:

Telford & Wrekin Councils tree officer has offered some advice around the management of a woodland between Brockton and the A518. Initially it is thought that the parish council and borough council could work together to properly manage this woodland to improve biodiversity and habitats for wildlife. This project will be ongoing and will require a great deal of legal oversight from TWC, Cllr Shaw will advise further in future.

Allotment Security:

Cllr Taylor notes that there are ongoing concerns about the locking system at the entrance gate of the allotments and asked if a slam lock and barbed wire could be considered to make the site more safe. Members agreed that this was acceptable for the Clerk to investigate further.

This meeting closed at 20:33

*These minutes are to be considered as a draft form until signed at the next appropriate meeting, the signed copy will be retained by the Parish Council.*

*Signed: ..... Dated: ...../...../.....*

Date of future meetings

Full Council, Tuesday 5<sup>th</sup> July 2022, 7pm at Hillside Meeting Room

*Initial: .....*