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## MINUTES OF THE FULL COUNCIL MEETING HELD 9<sup>th</sup> April 2024 HILLSIDE MEETING ROOM, LILLESBALL, 6:30PM

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**Members present** Cllrs: Taylor (Chairman), Binnington (Vice-Chair), Hoof, Harvey and Parker.

**In attendance:** Mrs W Tonge (Parish Clerk), T&WC Cllr Andrew Eade and 6 members of the public.

### **47/24 Apologies and declarations of Interest**

Apologies from Cllr Challenor, due to personal commitments. No declarations of interest were declared.

### **48/24 Council Vacancy**

The Clerk was in receipt of a notification from T&WC Returning Officer, confirming no requests have been received by the Electors to hold an election. This now allows the parish council to proceed in advertising the casual vacancy for co-option. The Clerk agreed to prepare an advert, application form and a timeline for potential candidates. Copies of a Recruitment policy and application form had been previously circulated to all members for consideration.

Resolved: that the Recruitment Policy and Application Form be adopted.

### **49/24 Public Session**

The Chairman welcomed all members of the public to speak on any matters of concern.

A resident from The Humbers raised a number of serious concerns regarding a neighbouring property relating to the roadway/rights of way near Whitegates Farm. Cllr Andrew Eade offered to co-ordinate a meeting with officers from T&WC Planning Enforcement Services to look into the matter, he agreed to keep both residents and the parish council updated.

A resident from Hillside East raised concerns for the ongoing matter of potholes along the Hillside East Road. Cllr Eade gave a brief overview of all actions he has recently undertaken to attempt to get the potholes filled. He confirmed it will require a minimum of £4,000 to which he will contribute £1,000 from his T&WC Fund. He also requested the parish council consider making a financial contribution. It was agreed that in principle the parish council would consider funding up to £2,000, this will be ratified at the next parish meeting on confirmation of details and costs incurred from T&WC Highways Department.

### **50/24 Minutes of the last Council meeting held 12<sup>th</sup> March 2024**

The minutes of the last meeting held on the 12<sup>th</sup> March 2024 were **RESOLVED** to be accepted as a true record.

### **51/24 Matters arising, for information, from the minutes**

No matters arising.

### **52/24 Correspondence**

a. Cllr Hoof and Cllr Taylor updated members on a recent meeting held with the Mr Simon Drinkwater the new Chairman of Lilleshall Cricket Club. The club made a request that a member of the parish council be nominated as a Committee representative.

Resolved: Cllr Lawrence Harvey be the parish council representative on Lilleshall CC Committee.

b. A letter received from T&WC Crucial Crew Scheme, outlined it is due to run a programme this Summer, children from local year 6 schools will be invited to attend. The letter requested any financial support the parish council could consider would be very well received.

Resolved: that the parish council fund the Scheme up to £200.

Vote 4:1 Cllr Hoof wished it to be noted he did not support the funding.

c. West Mercia Police, via Katrina Baker have sent a letter out to all local Rural Town and Parish Council for help to fund a Rural Crime Vehicle to support officers' mobility across the Borough. Members discussed the matter in much detail.

Resolved: to fund the Rural Crime Vehicle with a £750 contribution from the parish council.  
Vote:4;1 Cllr Hoof wished it to be noted he did not support the funding of a Rural Crime Vehicle.

**53/24 Reports from West Mercia Police**

No updates received via email. Members expressed disappointment in the lack of attendance and communication from the local policing team, no reports have been received for a number of months.

**54/24 Reports from Parish Councillors and Ward Member present**

Cllr Eade provided council with an update following a meeting he recently held with the Highways Engineering Team regarding the Brockton Leasowes Junction. A draft scheme is estimated at an approximate cost of £15,000. Cllr Eade has agreed to fund the new Warning Signs along the A518 for turning vehicles and continues to pursue the work to the Humbers Scheme. He agreed to continue to keep members updated on all matters.

**55/24 Clerks Reports**

**The Clerk reported the following matters she had been working on the past weeks:**

- Resolving the issue of no Landline & Broadband in the parish office
- Attendance on the Shropshire County Pension Scheme I-connect Training and submitting previous pension contributions on to the system for 23/24.
- Attendance on the .Gov.uk workshop to find out what is required for the parish council to transfer to a new domain.
- Co-ordinating the reinstallation of the Topograph back to Lilleshall Hill.
- Collating a variety of quotes and alternative suggestions (see private session).
- Transfer of information to D Malley for payroll services for new year.
- Preparation for the Internal Auditors Visit.

**56/24 Community Governance Review**

No updates to date.

**57/24 Local Plan Review 2023/24**

No updates to date, unlikely to receive any updates before Summer 2024.

**58/24 Road Safety Scheme and A518**

No additional comments to previous discussion.

**59/24 Events**

**Members discussed their aspirations to hold a Summer and Christmas Event this year.**

The Clerk reported it was proving difficult to get community members together to hold an initial meeting. It was agreed the Clerk would contact Jenny Urey to express the Council's interest in working with the Pre-School get involved in supporting this year's Scarecrow Festival.

**60/24 Planning**

Members considered the following planning applications and **RESOLVED** to approve the following comments;

Application	LPC Response
TWC/2024/0023 Oak Barn, Church Road, Lilleshall Newport TF10 9HE	No objection

**61/24 Financial Reports**

Members reviewed the latest bank reconciliation up to 31<sup>st</sup> March 2024, bringing the accounts to a balance of £86,724.65 and the payments made since the last meeting and their corresponding invoices/receipts. All reports and invoices were signed by Cllr Binnington.

Members **RESOLVED** to accept the bank reconciliation as an accurate report and approved the list of payments made:

Payment made to	Detail	Amount
1.AYP Design	ID Tag & Card	£12.00
2.Shropshire County Pension Fund	Pension Contribution February underpayment	£15.25
3.Accord Services	Locum Clerk Services	£459.00
4.DR Seabury Builders & Services	Maintenance for SID's	£120.00
5.DR Seabury Builders & Services	Replacement of Topograph	£340.00
6.Staff Salaries	April 2024	£1,239.44
7.HMRC	National Insurance & Tax	£233.08
8.ASK Pest Control	Allotments pest control	£390.00
9.Telford & Wrekin Council	Streetlighting works	£83.47
10.Shropshire County Pension Fund	March pension contribution	£217.49
11.Shropshire County Pension Fund	Actuarial Valuation 2022 Deficit Sum	£100.00

b. Appointment of Internal Auditor

Resolved: that Mrs S Atkinson be appointed Auditor for year end 2023/2024 at a cost of £150.00.

c. Reinstallation of Topograph

Resolved: that the payment of £340.00 be paid in full to D R Seabury.

**Date of next meeting:** The next meeting which will include the Annual Meeting, Annual Parish Meeting and Full Council meeting is due on Tuesday 14<sup>th</sup> May, due to a number of members not being able to attend the Clerk agreed to confirm a new date in May. It was agreed Mr Simon Drinkwater (Chairman to Lilleshall Cricket Club) be invited as Guest Speaker at the start of the Annual Meeting 6pm at the Memorial Office.

This meeting closed at 8.25pm

*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: ...../...../.....