

## ADDERLEY PARISH COUNCIL

Minutes of the Annual Meeting of Adderley Parish Council meeting held at The Village Hall, Adderley on Wednesday 4<sup>th</sup> May 2016 at 7.30pm

**Present:** Councillors M Coulon, R Tydeman, A Swindale, S Paterson and Mrs J Evans (Clerk).

**Apologies:** Councillors C Roche, P Nash and C Cornwall and Unitary Councillor P Wynn

1. **Election of Chairman** – Cllr Paterson proposed Cllr Coulon, seconded by Cllr Swindale, all agreed.
2. **Election of Vice Chairman** – As there were no candidates for this role it was left for the time being.
3. **Election of other representatives:**
  - a. Helicopter Liaison Group: Cllr Swindale: All agreed
  - b. SALC/NSAC: Cllr Roche – All agreed
  - c. LJC: Cllr Coulon – All agreed
  - d. Place Plan: Cllr Tydeman/Cornwall – All agreed
  - e. Village Hall: Cllr Coulon & Cllr Paterson – All agreed
  - f. Emergency Planning: Cllr Coulon – All agreed
4. **Welcome / Present / Apologies** – Councillors present as listed above and 3 members of the public were also present
5. **Declarations of Interest** – None
6. **Approval of the Minutes of the Parish Council Meeting held on 22<sup>nd</sup> March 2016** – Councillors considered the minutes which were proposed as a true and accurate record of proceedings by Cllr Swindale, seconded by Cllr Paterson and duly signed by Cllr Coulon.
7. **Matters arising from the minutes not otherwise on the agenda:**
  - a. Highways - The closure of the A529 to north of the village into Audlem, incidents on the recently resurfaced area of this road south of the village to Market Drayton and the refurbishment of the Norton Road were discussed and the Council instructed the Clerk to invite a representative from Shropshire Highways to the next Parish Council meeting to further discuss these concerns.
  - b. Street Lighting – The Clerk will review any financial savings that could be made ahead of this item being discussed further at a future Council meeting. Cllr Tydeman proposed that going forward any street lights which were in need of repair be up graded to LED lights, all agreed.
  - c. Cllr Paterson advised the meeting that the outstanding work in the playground area had been completed.
8. **Planning**

**16/01334/FUL** - Erection of stable building – Spoonley Farm, Spoonley, Market Drayton, Shropshire TF9 3SR - Parish Council agreed to support

**16/01199/OHL** – Replacement of overhead conductors – Land opposite Spoonley Farm, Spoonley – already decided see below

**16/01247/FUL** - Erection of 2 semi-detached dwellings and parking spaces with formation of vehicular access – proposed development land adjacent to Smithy Cottage, Adderley – The Parish Council looked at the plans and discussed the application with the applicant in the public session during the Annual Parish meeting, immediately preceding this meeting, and as they had no objections agreed to support it.

## Determination of Planning

**16/01199/OHL** - Replacement of overhead conductors – Land opposite Spoonley Farm, Spoonley –  
**Permission Granted**

### 9. Finance

#### Expenses

Invoice Date	Recipient	Reason	Amount
30/04/16	M Joyce	Clerk's salary April	£ 210.54
28/03/16	T Seabridge	Grounds Maintenance	£ 348.00
09/04/16	Npower	Unmetered supply	£ 271.13
12/04/16	Aon	Insurance	£ 600.09
03/02/16	GreenClean	Welcome pack printing	£ 246.00
02/11/15	GreenClean	Defibrillator equipment	£ 172.80
01/04/16	K&S Landscapes	Grounds maintenance – playground	£ 726.30
	Total		£ 2,574.86

#### Income

Shropshire Council	Precept 2016/17 & Neighbourhood Fund	£ 12,024.59
Shropshire Council	Maintenance Fund	£ 500.00

These expenses were proposed by Cllr Paterson and seconded by Cllr Tydeman and the cheques were duly signed.

- a. Internal Auditor's Report – The Chairman read out the main points of the report, which had been received that day, and all Councillors agreed that they were content with the findings.
- b. Approval of the Year End Accounts and Annual Return Submission (including completion of the Annual Governance Statement) to External Auditors: Proposed by Cllr Paterson and seconded by Cllr Swindale and the Chairman and Clerk duly signed the form.
- c. Annual Grants – The point was raised that although a grant of £1,000 to Adderley Church, towards maintenance of the church yard, had been agreed at a previous meeting this had yet to be paid and the Clerk was instructed to write out the cheque for the next meeting. It was proposed that the dishwasher required at The Village Hall be paid for by the Parish Council and then the Village Hall Committee would reimburse part of the expenditure so that the Parish Council was effectively giving a grant of £1,500 to the Village Hall for this purpose, all agreed. The clerk was instructed by the Council to look into the correct procedure for giving grants or buying specific items and report back at the next meeting.
- d. Insurance Renewal – Cllrs agreed to renew the policy with Aon for a further year.
- e. Internet Business Banking – Cllr Coulon proposed that the Clerk have access to Internet Banking and all Cllrs agreed. Clerk to get the relevant forms and take this forward.
- f. Transparency Code Funding – Cllr Nash is looking into any funding that might be available to the Parish Council.

**10. Highways & Environmental Health** – No further issues were raised

**11. Street Lighting / Maintenance & Repairs** – No further issues were raised

**12. Housekeeping** – Prior to the meeting the Cllrs had been emailed copies of Model Publication Scheme/FOI & ICO Model publication scheme; Standing Orders; Asset Register; Press/media Relations Policy; Risk Assessment; Financial Regulations and Shropshire Council Code of Conduct. It was proposed by Cllr Tydeman and seconded by Cllr Swindale that these policies and regulations be adopted, all agreed and policies duly signed.

**13. Correspondence** – General topic notes and information bulletins from ALC/SALC/NALC and Shropshire Council circulated by email

**14. Parish Matters** - No further issues were raised.

**15. Agenda Items for Next Meeting to be held on Wednesday 15<sup>th</sup> June 2016**

There being no other business the Chairman declared the meeting closed at 9.10 pm

DRAFT

Approval of the Minutes held on 4<sup>th</sup> May 2016

Minutes accepted and approved by Adderley Parish Council at a meeting held on 15<sup>th</sup> July 2016

Signed by the Chairman .....