

## ADDERLEY PARISH COUNCIL

Dear Councillor:

You are hereby summoned to attend the Annual Parish Meeting followed by the Annual Meeting of the Parish Council of Adderley to be held on Wednesday, 4th May 2016 at the Village Hall, Adderley which will commence at 7:30pm in order to conduct the following business listed on the agenda below. The Annual Parish Meeting is a Public Meeting and the press and public are welcome to attend and are invited to address the Council.

**Signed: Melanie Joyce (Clerk)**

**Dated: 26<sup>th</sup> April 2016**

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### Annual Parish Meeting

- 1 An opportunity for the Members of the Parish Council to engage with, and to consult, residents for their views on local concerns, bring forward new ideas and to obtain feedback to help complete and update the Parish Plan. Everyone is welcome to attend.
- 2 Report from the Chair.
- 3 Unitary Councillor's report
- 4 Street Lighting – Discuss current hours of illumination provided by Parish street lights

### Annual Meeting of Adderley Parish Council

- 1 **Election of the Chairperson**
- 2 **Election of the Vice Chairperson**
- 3 **Election of other officers as representatives to external bodies**
  - i) Helicopter Liaison Group
  - ii) NSAC/SALC
  - iii) LJC
  - iv) Village Groups (Church, Hall, School, PC)
  - v) Emergency Planning
- 4 **Welcome & Present, Apologies &/or Absent**
- 5 **Disclosures of Disclosable Pecuniary Interests**

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members interests maintained by the Monitoring Officer.
- 6 **Dispensations of DPIs**
- 7 **To approve the minutes of the Meeting held on 22<sup>nd</sup> March 2016**
- 8 **Matters arising from the minutes not otherwise on the agenda**
- 10 **Correspondence –**
  - i) General emailed correspondence for circulation
  - ii) Letter of resignation from Clerk / Appointment of new Clerk

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### 11 Planning:

- i) **Applications:** 16/01334/ful erection of stable building: Spoonley farm, spoonley, market drayton tf9 3sr  
16/01199/ohl land opposite spoonley farm, replace existing overhead conductors with ABC between poles 51648-51645  
16/01247/ful erection of no 2 semi detachd dwellings and parking spaces; formation of vehiclular access: proposed development land weof the smithy bungalow, Adderley
- ii) **Decisions:** 16/01199/OHL Land opp Spoonley Farm, Spoonley: replacement of overhead conductors: grant permission

### 12 Finance

Invoice Date	Recipient	Reason	Amount
30/04/16	M Joyce	Clerk's salary April	£210.54
28/03/16	T Seabridge	Grounds Maintenance	£290.00
09/04/16	Npower	Unmetered supply	£271.13
12/04/16	Aon	Insurance	£600.09
03/02/16	GreenCleen	Welcome pack printing	£246.00
02/11/15	GreenCleen	Defibrillator equipment	£172.80
01/04/16	K&S Landscapes	Grounds maintenance – playground	£726.30

- i) Internal auditor's report – if available  
ii) Approval of year end accounts and annual return submission to external auditors  
iii) Annual Grants – Consider any applications for funding/annual grants  
iv) Insurance Renewal – consider quotes/agree renewal  
v) VAT reclaim submission confirmation - £1354.10  
vi) Shropshire Council payment of maintenance grant 25/04/16 £500  
vii) Transparency code funding – discuss if eligible for application – action to be taken  
viii) Shropshire Council precept payment due 29/04/16 £11864 + Neighbourhood fund amount of £160.59

### 13 Highways & Environmental Health

- i) Matters causing concern: opportunity to bring forward items requiring attention

### 14 Street Lighting/Maintenance &/or Repairs

- i) Report items requiring attention  
ii) Proposal to review street lighting hours of illumination requirements for lights under Parish Council remit

### 15 Housekeeping

- a) Adoption of: Model Publication Scheme/FOI & ICO Model publication scheme; Standing Orders; Review/Agree Asset Register; Review/Adoption of Press/media Relations Policy; Review/adopt Risk Assessment; Review/adopt Financial Regulations; Review/adopt Shropshire Council Code of Conduct  
b) Village Crier submission

### 16 Parish Matters

An opportunity for councillors to bring to the attention of the council matters of interest or concern.

- 17 **Agenda Items - Opportunity to bring items forward for next agenda** (no discussion or decisions to be made)
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