

ADDERLEY PARISH COUNCIL

Dear Councillor

You are hereby summonsed to attend the meeting of Adderley Parish Council to be held on **Wednesday 22nd October 2025** at the Village Hall which will commence at 7.30 pm to conduct the following business listed on the agenda below.

Signed: *Jane Evans* (Locum Clerk)

Dated 20th October 2025

Agenda

1. **Apologies** – To receive the apologies of those unable to attend.
2. **Co-option of Councillors** – For the Council to discuss the co-option of Councillors
3. **Declaration of Interest** - To declare a personal or pecuniary interest in any item on the agenda.
4. **Public Session** – There will be up to 10 minutes allowed for questions to the Chair from the public.
5. **Minutes** - To approve the Minutes of Adderley Parish Council meeting held on 24th September 2025.
6. **Clerk's update regarding on-going matters** - To update the Council regarding on-going matters which are not detailed separately on the agenda.
7. **Report from Unitary Councillor** – For the Unitary Councillor to update the Council on current issues.
8. **Report from Committees by Adderley Parish Council Representatives** – For Councillors to update everyone and discuss issues from any meetings attended.
9. **Planning** – To consider the following planning applications:

25/03781/FUL - Proposed garage conversion for ancillary residential use for home office and residential annex - 16 Corbet Drive, Adderley, Market Drayton, Shropshire, TF9 3LW.

Determination of Planning

None reported.

10. Accounts

- a. Expenditure** – For the Council to accept and approve the below detailed expenditure

Payee	Details		Net Amount	Vat Amount	Authority
Westholme Nurseries	Winter bedding plants	Int Bk	£406.66	£81.34	Localism Act 2011 ss 1-5
N Power	Electric supply for street lights	DD	£107.75	£5.39	PCA 1957 ss 3 (1)
Hales Sawmills Ltd	Christmas Tree	Int Bk	£362.50	£72.50	Localism Act 2011 ss 1-5
Unity Trust Bank	Monthly bank charges		£6.00		LGA 1972 s 111
Jane Evans	Locum Clerk's wages - Oct & Nov 2025	Int Bk			LGA 1972 s 112 (2)
	Total		£882.91	£159.23	

- b. Bank Reconciliation** – For the Council to receive and accept the Bank Reconciliation:

Balance brought forward	£ 11,048.20
Receipts to date	£ 15,974.59
Payments to date	£ 13,417.81
Balance to be carried forward	£ 13,604.98

Bank Balances as at 30th September 2025:

Current Account	£ 1,529.51
Interest Account	£ 12,075.47
Adjustment for unpresented cheques	£ 0.00

Total of Reconciled Bank Balances £ 13,604.98

- c. Quarterly Financial Review** – For the Council to review and agree the financial information to the quarter ending 30th September 2025 including the budget v actual figures
 - d. Defib Maintenance Contract** – For the Council to discuss this matter further
 - e. Internal Auditor** – For the Council to consider a quote for this role.
- 11. Highways and Environmental** - To enable the Council to discuss matters causing concern and an opportunity to bring forward items requiring attention.
- 12. Street Lighting** – To enable Councillors to report any maintenance and/or repairs required.
- 13. Playground Report** – For the Council to be updated about any issues relating to the playground.
- 14. Library/Book Shelter** – For the Council to consider a quote for work to the surface in front of the bus shelter library.
- 15. Neighbourhood Watch** – For the Council to receive any updates regarding this initiative.
- 16. Armed Forces Covenant** – For the Council to consider how they would like to promote the involvement with this scheme.
- 17. Correspondence** - The Shropshire Council and SALC emails are circulated and no additional correspondence has been received.
- 18. Parish Matters** – An opportunity for Councillors to bring to the attention of the Council any matters of interest or concern.
- 19. Agenda Items** – An opportunity for Councillors to bring items forward for the next agenda (no discussion or decision to be made) in respect of the next Parish Council meeting on **3rd December 2025** where the **budget for the next financial year** will be discussed.