

Neen Savage Parish Council

Minutes 28 June 2017.

Councillors present: Cllr A Ratcliff, Cllr M Tomkinson, Cllr S DelMar, Cllr S Hinton and Cllr A Vanderhook.

Also Present: Mr A Roberts – Interim Parish Clerk and Cllr M Shienton.

312-1: Apologies for Absence:

Cllr O Sales – work commitment

Cllr G Haywood – work commitment.

It was proposed by Cllr Vanderhook, seconded by Cllr Ratcliff and RESOLVED that the apologies be accepted.

312-2: To receive declaration of interest:

None.

312-3: Public question time:

None.

Although there were no members of the public Cllr Hinton enquired as to whether he could raise some items under this heading. This was agreed. First he wished to enquire as to whether funding remained for the SmartWater scheme. Cllr Shienton mentioned that she thought that the funding remained and that Matthew Sheehan at Cleobury Mortimer TC was the local contact. Following a discussion it was agreed that this matter should be an agenda item on a future Council meeting.

The second item was as to whether consideration could be given to re-introduce the Parish Walk as he felt that this concept was a good idea in order to foster good community spirit within the Parish. During a discussion it was noted that the Shropshire Council representative was Chris Butterworth. It was agreed that Cllr Hinton would seek to have a discussion with Chris Butterworth. It was further agreed that the Parish Hall could be a suitable base and it was agreed to liaise with the Parish Hall.

312-4: To confirm the accuracy of the Minutes of the meeting held on the 31st May 2017

It was proposed by Cllr Vanderhook, seconded by Cllr Hinton and RESOLVED that the minutes of the meeting held on 31st May 2017 be approved and signed by the Chairman as a true and accurate record.

312-5: Matters Arising from the Minutes

The Chairman reported to the meeting that in relation to the Edwards Hinckesman's Foundation that the Parish Council should have re-elected Mr C Whitworth as a Trustee as he had confirmed his intention to be re-appointed. This re-election was accordingly noted.

312-6: Update on the Parish Council website and Facebook page

The Chairman reported that he had still not received a response from the domain holder and administrator of the current Parish Council website. Cllr Sales had opened a Parish Council Facebook page which was being used to publish details of Parish Council meetings etc. Following a discussion it was agreed that the Chairman would approach SALC in order to obtain further advice. It was further agreed to establish and approve membership of the Communications Working Group. It was proposed by Cllr Tomkinson, seconded by Cllr Hinton and RESOLVED that Cllrs Sales, Ratcliff and Vanderhook be appointed to the Communications Working Group.

312-7: To receive an update on the transitional arrangements following the resignation of the former Parish Clerk.

Annual Return – the interim Parish Clerk confirmed that the Annual Return had been received by Mazars, the External Auditors which would now receive their attention. Bank Account Signatories – Cllr DelMar provided an update on the bank's requirements in order that the new authorised signatories were accordingly approved by Lloyds Bank. Members were advised that Invoices had been received principally from SALC in connection with recent Member training, and the Insurance Company for the Parish Council Insurance Premium which had become due on the 1st June 2017. The Chairman informed members that he had spoken with the insurance company and advised them of the position and that they had accepted the situation and that the insurance cover was still in place. However, members were mindful that they were concerned as to the length of time that might elapse whilst the process to change the bank account signatories and any subsequent delay that may ensue. Accordingly, the Chairman offered to pay the premium subject to the payment being reimbursed to him once the bank signatories were completed. This action was proposed by Cllr Vanderhook, and seconded by Cllr Tomkinson and RESOLVED accordingly, if required.

312-8: To appoint the Internal Auditor for the 2017-2018 Financial Year.

It was proposed by Cllr Vanderhook, seconded by Cllr Tomkinson and RESOLVED that Mrs D Malley be re-appointed as the Parish Council's Internal Auditor for the 2017-2018 Financial Year.

312-9: To approve the date and location for posting the electors rights Notice:

The interim Clerk advised members that the External Auditors had noted that the confirmation notice that had been submitted to them had not been for the required 30 working days period. Accordingly, it was agreed to change the notice period to commence on 29th June 2017 until the 9th August 2017 and that a new notice would be required to be displayed. Accordingly, it was agreed to publish the required notice on the Parish Council noticeboard together with the Parish Council Facebook page.

312-10: Parish Clerk Recruitment:

The meeting received an update report from the Parish Clerk Appointment Working Group. Members were advised that the Working Group had initially met in order to agree the required documentation in order for the vacant position being advertised. The advert was accordingly posted with a closing date of 26th June 2017. Following the closing date, it was reported that 3 applications had been received and it was noted that arrangements for interviews were in hand in order to arrange the interviews, which would be followed by a single item agenda extra Full Council meeting in order for the

interviews to being held and following any recommendation of the Recruitment Working Group to confirm an appointment.

312-11: Parish Lengthman's Scheme

The Chairman reported that he had contacted Shropshire Council in order to discuss the long term future of this scheme. He advised members that finance for this current financial year had already been fully allocated. However, he had been advised that the Parish Council would hopefully be in a position to advise Shropshire Council of their intention to apply for funding in the 2018-2019 financial year, subject to the scheme being continued in future years.

Cllr Shineton confirmed that it would be worthwhile for the Parish Council to continue to apply for this scheme. There was also a discussion as to whether the Parish Council would be supplied with tools as had been the case in previous years. There was a general discussion in relation to any insurance implications and it was agreed that the Parish Council would be approached to establish the position.

312-12: To agree the date of the next meeting:

It was agreed that the next Ordinary meeting of the Parish Council would be held on Wednesday 26th July 2017, to be held at Neen Savage Parish Hall, commencing at 7:30pm. However, it was noted that an extra Full Council meeting would be confirmed following the arrangements for the interview for a replacement Parish Clerk being completed.

Signed28th June 2017