



ALBRIGHTON PARISH COUNCIL

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12th May 2017

Dear Councillor

I HEREBY SUMMON YOU to the first business meeting of the newly elected Albrighton Parish Council to be held on Thursday 18th May 2017 at 7.15 pm in the council meeting room for the purpose of transacting the following business.

A handwritten signature in black ink, appearing to read 'Michael Ward', written over a light blue rectangular background.

Michael Ward
Clerk to Albrighton Parish Council

AGENDA

1. Election of the Chairman of Albrighton Parish Council.

2. Declaration and Acceptance of Office.

The Declaration of Office must be signed by the newly elected chairman.

3. Election of Vice Chairman of Albrighton Parish Council.

4. Declaration and Acceptance of Office.

The Declaration of Office must be signed by the newly elected vice-chairman.

5. Distribution of the Induction Pack and explanation of particular items by the Clerk.

The Declaration of Office must be signed by the new councillor and witnessed appropriately. Failure to sign means a member cannot continue as a councillor.

6. Review of members' declaration of interests.

To review and declare any disclosable pecuniary interests.

7. To confirm the Parish Clerk to the Council as Responsible Financial Officer.

8. To appoint an internal auditor for the 2017/18 financial year.

Ms Sue Hackett has been appointed in previous years representing SDH Accounting.

9. To decide whether to hold one or two Council meetings a month.

To decide whether to continue with a council planning meeting and a council business meeting each month or whether to hold one meeting a month only.

10. To review the number of council committees.

To decide whether to continue a committee structure and, if so, what committees to authorise.

11. To elect committee members to council approved committees.

12. To review the number of working parties and outside organisations and members serving on them

List of existing organisations with council membership enclosed.

13. To review and approve the council's asset register last revised 31st March 2016.

Current asset register enclosed.

14. Apologies.

Members who cannot attend a meeting should tender their apologies to the Parish Clerk prior to the meeting as, under Section 85 (1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

15. Declarations of interest.

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. Members must fill out the declarations of Interests Forms for submission. Where a member indicates that they have a prejudicial interest, but wish to make representation regarding the item before leaving the meeting, they must do so under item 4(D) of Public Participation.

16. Public participation.

The meeting will be adjourned for public question time.

Members of the public are invited to ask questions, make representations or submit comments on any item on the agenda. This is **LIMITED TO THREE MINUTES PER PERSON** – at

the sole discretion of the Chairman. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next appropriate parish council meeting.

This period is not part of the formal meeting: brief notes will be appended to the minutes. Members of the public may not take part in the parish council meeting itself.

17. Shropshire Council report.

Cllr. Pate is invited to inform members with regard to relevant items of business likely to affect the community.

18. Minutes of previous meetings.

- a. To receive the minutes of the meeting held on 20th April 2017 (enclosure).

19. Matters arising.

To consider any issues arising from the minutes that are not included on the agenda.

20. To review action points arising from the minutes.

- a. Albrighton Parish Council business meeting held on 20th April 2017 (enclosure).

21. Parish Clerk's financial report and accounts.

- a. Update on the internal auditor's final visit and items for consideration (verbal report).
- b. To confirm the insurance payment for council insurance 2017/18 of £2,101.53.
- c. To consider accounts and urgent payments made to the following.

Date	Cheque	To whom payable	Reason	Amount
06.04.17	4296	A Dawson	Mole control at Clockmills	200.00
06.04.17	4297	SALC	Annual subscription 2017/18	1387.56
06.04.17	4298	Keith Gibson Cars	Flyer repairs and service	447.60
06.04.17	4299	S Pledger	Travel expenses	9.72
07.04.17	4300	Salop Medical Training	First aid training	180.00
07.04.17	4301	Npower	Street lighting charge	738.85
07.04.17	4302	M Nicholls	Window cleaning at library/parish office	50.00
07.04.17	4303	Premier Tail Lift	Repairs to Flyer tail lift	199.09
10.04.17	4304	D Clark	New (second hand) phone for Flyer	27.90
10.04.17	4305	Plantscape	Summer planters and maintenance	1408.00
10.04.17	4306	M Ward	Travel expenses	32.40
10.04.17	4307	B G Grounds Maint.	Mowing Patshull Green	84.00
	4308		Destroyed	
27.04.17	4309	S Pledger	Travel expenses	6.75
27.04.17	4310	M Ward	Travel expenses	6.75
27.04.17	4311	Viking	Printer copy paper	49.91

- d. Income received.

Date	Payment type	Payer	Reason	Amount
04.04.17	Cash	Albrighton Flyer	Two day's cash	39.00
04.04.17	Cash	Albrighton library	Weekly cash	61.19
07.04.17	Cash	Albrighton Flyer	Weekly cash	128.00

13.04.17	Cash	Albrighton Flyer	Weekly cash	127.00
13.04.17	Cash	Albrighton library	Weekly cash	59.63
18.04.17	Cash	Albrighton library	Weekly cash	54.57
19.04.17	Bank Giro Credit	Shropshire Council	Flyer grant 2017/18	9,600.00
20.04.17	Cash	Albrighton Flyer	Weekly cash	105.00
21.04.17	Bank Giro Credit	Alzheimer's Society	Room hire	91.00
25.04.17	Cash	Albrighton Flyer	One day's cash	17.00
25.04.17	Cash	Albrighton library	Weekly cash	31.22
27.04.17	Cash	Albrighton Flyer	Four day's cash	110.00
27.04.17	Cheque	Live at Home	Flyer use for one month	195.00

22.Planning.

Planning applications:

Reference: 17/02031/TCA (validated: 02/05/2017)

Address: Albrighton Hall, High Street, Albrighton, Wolverhampton, Shropshire, WV7 3JQ

Proposal: To fell 21 Trees (leaning over development site); fell 1no Ash and 1no Sycamore within woodland area; crown lift 5 trees to 5.5m within Albrighton Conservation Area

Applicant: Mr David Thompson

Report by Cllr. Harrison.

Reference: 17/01622/FUL (validated: 25/04/2017)

Address: Whitehays Cottage, Shaw Lane, Albrighton, WV7 3DS

Proposal: Erection of detached dwelling; creation of vehicular access (Revised scheme)

Applicant: Mr Harpal Dhingra

Report by Cllr. Harrison.

Reference: 17/01786/FUL (validated: 18/04/2017)

Address: 31 Bowling Green Lane, Albrighton, Wolverhampton, Shropshire, WV7 3HL

Proposal: Erection of a two-storey side extension and conversion of loft into additional living accommodation

Applicant: Mr And Mrs S Kileen (31 Bowling Green Lane, Albrighton, WV7 3HL)

Report by Cllr. Harrison.

Planning decisions:

Reference: 17/01478/TPO (validated: 28/03/2017)

Address: 4 Manor Gardens, Albrighton, Wolverhampton, Shropshire, WV7 3RD

Proposal: Reduce 1no Oak by 25-30% and pollard 1no Lime back to trunk protected by Shropshire Council (Land at Cross Road, Albrighton) TPO 2010

Decision: Refuse

Reference: 17/01101/LBC (validated: 29/03/2017)

Address: 31 - 32 High Street, Albrighton, Wolverhampton, Shropshire, WV7 3JF

Proposal: External alterations in connection with the installation of 2No replacement windows affecting a Grade II Listed Building

Decision: Grant Permission

23.To approve the annual governance statement 2016/17

To consider and approve the annual governance statement 2016/17 from the annual return for the year ending 31st March 2017 (enclosure).

24.To consider the vacancy caused by the resignation of the Admin Assistant with effect from 5th June 2017.

Letter of resignation enclosed.

25.Items for the Albrighton Parish Council business meeting to be held on Thursday 15th June 2017.

Items are invited for inclusion in the next business meeting agenda.

26.Correspondence.

For action:

- Request for the £500 allocated in the 2017/18 budget to support the Albrighton with Donington Fayre (enclosure);
- Shropshire Council – proposed nomination of the Platform Alehouse as an asset of community value (enclosure);
- Draft APC discretionary policy under the Local | Government Pension Scheme regulation for approval (enclosure).

27.Dates and times of future meeting

- Albrighton Parish Council business meeting Thursday 15th June 2017 at 7.15 pm in the Council meeting room.

Councillors are asked to note that in the exercise of their functions, they must take note of the following: Equal Opportunities (race, gender, sexual orientation, marital status and any disability); Crime and Disorder, Health and Safety, and Human Rights.

Any person who may have difficulty with access to the meeting through disability is asked to advise the Parish Clerk on 01902 375455 at least 24 hours before the meeting so that every effort may be made to provide access.