



## ALBRIGHTON PARISH COUNCIL

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10<sup>th</sup> February 2017

Dear Councillor

**I HEREBY SUMMON YOU** to a business meeting of Albrighton Parish Council to be held on Thursday 16<sup>th</sup> February 2017 at 7.15 pm in the council meeting room when the business set out below will be transacted

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. Apologies

To receive and approve apologies for absence. Members are asked to give their apologies direct to the Clerk

### 2. 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.

### 3. Public Participation

- A) 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.
- B) The Shropshire Council Member, Cllr. M Pate**, is invited to inform members with regard to relevant items of business likely to affect the community.
- C) The RAF Cosford representative, Sqn Ldr C Wilson**, is invited to inform members with regard to items of business likely to affect the community.

- D) Parish Councillors** are invited to inform members with regard to any items of council business they have recently conducted likely to affect the community.

#### 4. Minutes of previous meetings

- 4.1 To receive the minutes of the meeting held on 19<sup>th</sup> January 2017  
 4.2 To receive the minutes of the meeting held on 2<sup>nd</sup> February 2017

#### 5. To review action points arising from recent council meetings

- 5.1 Albrighton Parish Council business meeting held on 19<sup>th</sup> January 2017  
 5.2 Albrighton Parish Council planning meeting held on 2<sup>nd</sup> February 2017  
 5.3 To agree a date for the Annual Parish Meeting in order for speakers, including the Police and Crime Commissioner, to be invited.

#### 6. Committee reports

- 6.1 Personnel committee  
 6.2 Transport committee  
 6.3 Swimming Pool committee

#### 7. Clerk's Financial Report and accounts

- 7.1 Interim Report of the Internal Audit 2016/17  
 7.2 To confirm the precept of £106,508 and the draft budget for 2017/18  
 7.3 To consider the outstanding balance of £1,711.38 in the TSB Play scheme account for Albrighton and Donington Parish Councils and determine policy with regard to the best use of this funding  
 7.4 To consider the accounts and approve urgent payments made to the following:

Date	Cheque	To whom payable	Reason	Amount
19.01.17	DD	BT	Internet provision Red House	27.88
23.01.17	DD	BT	Internet provision council office	45.48
23.01.17	DD	BT	Telephones line rental	55.08
23.01.17	DD	Shropshire Council	Library business rates	312.00
23.01.17	DD	Shropshire Council	Wages, tax & NI pensions & payroll	6283.94
25.01.17	4261	Printerland	Toner cartridges	141.60
25.01.17	4262	Melville Club	Grant for bench	349.00
30.01.17	4263	M Whitehouse	Library water supply repairs	908.40
31.01.17	4264	Ace Computers	Software problems on council computer	45.00
31.01.17	DD	Veolia	New waste bags, duty of care	85.37
31.01.17	DD	Mainstream Digital	Call charges, analogue line rental	43.83
02.02.17	4265	M Nicholls	Library, council office window cleaning	50.00
02.02.17	4266	Keith Gibson	Flyer safety check and repairs	176.10
02.02.17	4267	Printerland	Toner cartridges	164.04

#### 7.5 Income received

Date	Payment type	Payer	Reason	Amount
19.01.17	Cash	Albrighton Flyer	Weekly cash	109.00
27.01.17	Cash	Albrighton Flyer	Weekly cash	114.00
27.01.17	Cash	Albrighton Library	Weekly cash	48.76

27.01.17	Cash	Albrighton Library	Weekly cash	86.29
30.01.17	Cash	Albrighton library	Room hire	10.00
02.02.17	Cash	Albrighton Flyer	Weekly cash	95.00

**8. Report on the replacement of the Albrighton Flyer vehicle**

Report by Cllr. Illes on the suggestion that a replacement vehicle be bought or leased to replace the existing Albrighton Flyer.

**9. Update on the proposed ramp to the Wolverhampton platform of Albrighton station.**

To consider the response by the council's insurers with regard to the proposal for a permanent ramp to the Wolverhampton platform of Albrighton station and the future policy of the parish council with regard to further developments.

**10. Request for funding of solar panels from Anesco**

To report on the proposal that Anesco fund the supply of solar panels for the council office and/or the swimming pool and an invitation to a representative to attend a council meeting.

**11. The suggestion for a parish council bye-law to curb the use of advertising panels on the side of buildings**

To respond to concerns expressed by Cllr. Pledger about the growth of advertising panels on buildings and elsewhere in the conservation area.

**12. To consider the lack of car parking space in the village and any measures that might be taken to alleviate the problem.**

**13. To consider council representation on the Team Shifnal/Albrighton group**

To agree on a small number of councillor representatives who can attend the Team Shifnal/Albrighton group meetings on Thursday mornings in the two centres.

**14. To consider the request for a review of the cost of the library for 2016/17**

To follow up discussions on the costs of the library takeover after nearly one year and the arrangements for the collection of the data and the production of a report.

**15. To consider the Employment Services Payroll contract for 2017/18**

To decide whether to continue with the Shropshire Council payroll service for 2017/18 at a total cost of £768.00 plus VAT to be paid monthly over the period of twelve months.

**16. To consider the development of a Data Protection Policy and which committee/members are to be involved**

To discuss the development of a new policy which responds to the demands of the 2015 Transparency Code and which recognises good practice.

**17. Items for the next business meeting agenda**

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

### **18. Correspondence for information**

- 18.1** Website activity
- 18.2** SALC Information Bulletin February 2017
- 18.3** Shropshire Council briefing note re changes to the planning consultation processes

### **19. Date of future meetings**

- 19.1** Personnel Committee 2<sup>nd</sup> March 2017 at 6.30 pm in the council meeting room
- 19.2** Council planning meeting 2<sup>nd</sup> March 2017 at 7.15 pm in the council meeting room
- 19.3** Council business meeting 16<sup>th</sup> March 2017 at 7.15 pm in the council meeting room