



## **MEETING OF ALBRIGHTON PARISH COUNCIL**

I hereby give you notice that the meeting of Albrighton Parish Council is to be held on 2<sup>nd</sup> December 2020.

In accordance with the provisions of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting will be held via Microsoft Teams, at 6.00pm and all members of the Council are hereby summoned to attend. Details of the meeting id will be sent in the agenda for each meeting. Members of the public wishing to observe the meeting or participate in any Public Session should contact the Clerk at [clerk@albrightonparishcouncil.gov.uk](mailto:clerk@albrightonparishcouncil.gov.uk) for a password at least one day prior to the meeting.

Dear Councillor

I HEREBY SUMMON YOU to a meeting of Albrighton Parish Council to be held on Wednesday 2<sup>nd</sup> December 2020 at 6.00pm this meeting will be held via Microsoft Teams, when the business set out below will be transacted.

*SAW Reynolds*

Shirley Reynolds  
Clerk to Albrighton Parish Council

Date issued: 27<sup>th</sup> November 2020

## **ORDINARY BUSINESS MEETING OF THE PARISH COUNCIL.**

### **20070 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.

### **20071. 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.

### **20072. Public Participation**

Members of the public are invited to ask questions, make representations or submit comments on any item on the agenda, please contact the Clerk prior to the meeting. This is LIMITED TO THREE MINUTES PER PERSON – at the sole discretion of the Chairman.

### **20073. Minutes of previous meeting:**

To receive the minutes of the meeting held on 4<sup>th</sup> November 2020 (enclosed).

## 20074 Matters Arising

To consider any matters arising from the minutes which are not included in the agenda

**20075 To receive any Councillors written reports (to follow)**

**20076 To consider the Clerks report (enclosed)**

## 20077 Finance & Personnel

a) **To receive a report by the Chairman Finance & Personnel to also include receipts and payments up to 31<sup>st</sup> October, (enclosed) – Cllr. Maguire.**

b) **To consider income & expenditure in November 2020 details below:**

### Expenditure

Date	Cheque	To Whom Payable	Reason	Amount
5/11/20	FPM	Viking	Sanitiser and cleaning cloths for Flyer	31.73
6/11/20	DD	Shropshire Council	Payroll admin fees July – Sept 2020	230.4
6/11/20	FPM	Parish Council Website	Domain .gov.uk renewal	56.00
11/11/20	FPM	O Neal	Postage stamps – 2 <sup>nd</sup> class	7.04
12/11/20	FPM	Heartwoods	Work to trees on High Street & admin re TPO application	1610.00
12/11/20	FPM	From the Ground Up	Planting, water butt installation, weeding, hooks/wires & installation	320.00
12/11/20	FPM	BG Ground Maintenance	3* mowing Patshull green	210.00
12/11/20	DD	Fuel Genie	Flyer fuel 18/10/20	53.16
16/11/20	DD	West Mercia Energy	Electric charges September 2020	88.16
16/11/20	DD	West Mercia Energy	Gas charges September 2020	52.11
16/11/20	FPM	T Ewins	Reimbursement light bulb for staff toilets	3.99
16/11/20	FPM	T Ewins	Reimbursement for wood for repairs to bench outside Red House	8.64
16/11/20	FPM	O Neal	Postage	3.10
16/11/20	FPM	Amazon	Various stationery	33.60
16/11/20	DD	Mainstream Digital	Fraud protect & call charges library/office	43.92
16/11/20	FPM	Viking Direct	Sellotape*3	11.98
20/11/20	FPM	Shropshire Council	Pension Contributions – Nov 2020	1810.65
20/11/20	FPM	Shropshire Council	Contribution towards D&A LNR	2000.00
22/11/20	DD	GB Copiers Ltd	Meter usage	30.00
23/11/20	FPM	Albrighton Parish Council	Salaries – November 2020	5401.47
24/11/20	FPM	WaterPlus	Water charges Allotments Loak Road	385.64
24/11/20	DD	BT	Lines charges CCTV & Library	94.80
25/11/20	FPM	Shifnal Albrighton LAH	Grant towards printing costs	250.00
26/11/20	DD	Ald	Flyer lease – Nov 2020	713.41
26/11/20	DD	Ald	Flyer lease – Invoice September	300.57
27/11/20	FPM	H S Homer & Sons Ltd	Various plants for From the Ground Up	384.96
27/11/20	FPM	S Reynolds	Reimbursement postage cost for SAR for Cllr J Pledger	22.00
27/11/20	FPM	Viking	Bleach, hand towels, clear tape, hazard tape etc	75.78
28/11/20	DD	Veolia	Duty of Care	4.00

Income

Date	Payment Type	Payer	Reason	Amount
01/10/20	DD	Nationwide Building Society	Interest on Business Account	
03/11/20	Cash	Albrighton Parish Council	Library cash 26 – 31 October	30.83
09/11/20	Cash	Albrighton Parish Council	Library cash 2 - 7 November	27.06
18/11/20	FPM	HMRC VTR	VAT reimbursement	1819.58

**20078 To receive planning report - Planning Working Party (enclosed)**

**20079 To consider financial budget 2021/22 and parish precept requirement (enclosed)**

**20080 To note dates of meetings for 2021 (enclosed)**

**20081 To receive report from Christmas Lights Working Party Cllr Illes (enclosed)**

**20082 To consider leave of absence**

**20083 To receive verbal report from Grants Working Party Cllr Smith**

**20084 Correspondence:**

- Letter from RAF Cosford regarding requests for assistance/preparation for 2021

**20085 Date of next meeting:**

- a) Albrighton Parish Council meeting – Wednesday 6<sup>th</sup> January 2021 6pm via Microsoft Teams