



ALBRIGHTON PARISH COUNCIL MINUTES – 2nd December 2020

The remote Albrighton Parish Council meeting which was held through Microsoft Teams on Wednesday 2nd December 2020 at 6.00pm.

COUNCILLORS IN ATTENDANCE: P Woodman, R Smith, D Beechey, P Illes, A Straney, P Collins, R Rudman, S Pledger*, M Pate*, M Medlyn*

ALSO, IN ATTENDANCE: Shirley Reynolds Clerk to the Council

ORDINARY BUSINESS MEETING OF THE PARISH COUNCIL.

20070 Apologies

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

Cllr T Maguire (illness), Cllr J Pledger, Cllr B Hickson

Each apology was accepted by council.

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.

None declared.

20072. Public Participation

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

None received.

20073. Minutes of previous meeting:

To receive the minutes of the meeting held on 4th November 2020.

It was PROPOSED, SECONDED and AGREED that the minutes of 4th November were true and accurate records.

20074 Matters Arising

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

None to note.

20075 To receive any Councillors written reports

None received

20076 To consider the Clerks report

The Chairman thanked the Clerk for her report which had been circulated to all members prior to the meeting and asked her to outline a few main points. She explained that the VAT reclaim has already been paid from HMRC and that the new online system is enabling faster payment of monies owed to the council. The Clerk updated members on the how Lockdown 2 had impacted the running of the council and its continued loss of income. She explained that today we had come out of Lockdown and the county had been placed in tier 2. The Clerk informed members she had spent many hours understanding the latest implications of government guidance but was pleased that the library would reopen tomorrow 3/12/20 with strict COVID-19 secure measures in place and a limit of 4 in the building, she also stated that the library would be continuing with 'click and collect' service which had been popular with residents. The Chairman thanked the Clerk for her work and moved that the report be accepted.

The Chairman asked Council to consider moving item 20082 further up the agenda to consider this item next, all Councillors agreed.

Resolved: It was PROPOSED, SECONDED and AGREEDED unanimously that item 20082 be taken as the next item on the agenda.

20082 To consider leave of absence

The Chairman invited Cllr Woodman to update members on this item. Cllr Woodman informed members that unfortunately the Chairman of Finance & Personnel Cllr Maguire had been taken into hospital and was now home recovering from major surgery, he had spoken to Cllr Maguire's wife today and had passed on the best wishes of the council to them both.

The Clerk had circulated the leave of absence procedure and explained she had received a request from Cllr Maguire for a 6 month leave of absence due to ill health, this would allow for up to 6 months leave but if Cllr Maguire felt well enough, he could attend any meeting to which he was able. The Chairman moved the motion to consider a leave of absence of 6 months for Cllr Maguire.

Resolved: It was PROPOSED, SECONDED and AGREEDED unanimously that a leave of absence for 6 months be approved for Cllr Maguire.

*Cllr S Pledger joined the meeting.

20077 Finance & Personnel

- a) **To receive a report by the Chairman Finance & Personnel to also include receipts and payments up to 31st October 2020 .**

The Clerk informed members that the end of month accounts had been circulated to all Councillors and she was happy to answer any questions – none received.

*Cllr Medlyn joined the meeting

b) To consider income & expenditure in October 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 nd 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

The Clerk asked members if they had any questions, Cllr Illes? asked why a contractor was used to mow Patshull Green and not our own member of staff. The Clerk explained that the council did not have the equipment to mow this large area and the Council had had this contract in place for many years. Members approved the income & expenditure for the month together with all internet banking transactions.

Resolved: It was PROPOSED, SECONDED and AGREEDED unanimously that the income & expenditure for the month together with all online banking transactions be approved.

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

Cllr Woodman had previously circulated the report regarding the planning items received which had been reviewed by the Planning Working Party and that they were recommending support.

Resolved: It was PROPOSED, SECONDED and AGREEDED by a majority that the applications were recommended for support. **Action – Clerk**

20079 To consider financial budget 2021/22 and parish precept requirement

The Finance & Personnel Committee had met several times to discuss the budget, and savings wherever possible had been made. It was noted that certain fixed costs were out of the control of the Parish Council and the reduction in income resulting from COVID-19 and the future of services had been reflected in the budget for next year. Councillors were informed that we had not yet received confirmation that the Flyer subsidy would be paid next year by Shropshire Council and that just to maintain current services the council budget was projecting a £27,000 deficit. Whilst members agreed this was a concern it was also felt that this cost could not be borne in full by residents who were already suffering because of the economic fallout of Covid-19.

*Cllr M Pate joined the meeting

The Chancellor had given clear guidelines to all councils that it was expected that all councils would consider an increase in their precepts of 5%. Whilst 5% increase would not cover the deficit Councillors did not want to increase the precept further than the government guidelines and Cllr Beechey suggested transferring monies from reserves to cover the shortfall. Cllr S Pledger stated that the precept would need to be increased and that the council could just not rely on reserves as this would only be a short term solution.

Cllr Pitchford proposed that the Council accept the recommendation from Finance & Personnel and increase the precept by 5%. This would be an increase on a band D house of £4.26 per year, £0.08 per week, an extra £0.01p a day.

Resolved: It was PROPOSED, SECONDED and AGREEDED by a majority that the recommendation from Finance & Personnel Committee be approved and the precept to be increased by 5% (1p a day). **Action – Clerk**

20080 To note dates of meetings for 2021

The Clerk had circulated dates for next year, attention was drawn to the date of the May AGM meeting which was to reflect the forthcoming elections, the Clerk explained that the election would be held on 6th May and that new Councillors would take their place on Monday 10th May. The newly elected Council must meet within 14 days of the election; therefore the AGM would be held on 19th May 2021.

20081 To receive report from Christmas Lights Working Party.

The Clerk had circulated a report on behalf of Cllr Illes, who informed members that the new Christmas Lights Working Party which consisted of himself, Cllr Rudman and Cllr Pitchford had been very active since the working party had been formed. Cllr Illes informed members that the costs for the lights this year would include a lot of new infrastructure which would have to be paid up front rather than over 3 years as the council had only taken out a one year contract due to Covid-19 constrictions. Together with other members of the working party any issues with the lights had been resolved and he had arranged a meeting next week with the contractor and asked Councillors to feed any ideas or thoughts regarding the lighting display for next year to him.

As the display of lights could not this year be installed on the gable end of the shops in Station Road, alternatives were considered. Gibson’s Garage kindly offered for the display to be installed on their front wall but for technical reasons this was not possible. However a spare string of lights which had been in storage for some years have now been donated to Gibson’s Garage who kindly agreed to install them and to connect them to their electricity supply. It now means although there is not the usual display at the end of the shops there is now more Christmas lights a little down Station Road.

It was felt it would be a lovely idea if other businesses could also get involved and put displays up on their premises next year. The Chairman Cllr Smith thanked Cllr Illes and all the other members of the Christmas Lights Working Party for all their hard work.

20082 To consider leave of absence

This item had been dealt with earlier in the meeting.

20083 To receive verbal report from Grants Working Party

Cllr Smith informed members that the grants working party had received an application from MHA Methodist Homes, (known also as Living at Home) to help with their costs. The Grants Working Party had agreed to approved a £250 grant for which they had delegated powers to do and had instructed the Clerk to pay this grant to the applicant as soon as possible.

20084 Correspondence:

The Clerk informed members she had received a letter from RAF Cosford regarding requests for assistance/preparation for 2021. The Council agreed that they did not have any requests, it was noted that the Remembrance Parade was organised by the Royal British Legion who would put in the request for this.

20085 Date of next meeting:

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

Following the meeting members were informed that the TSB would be attending the Red House once a week after the closure of the High Street branch in January 2021. TSB staff would not be handling any cash and residents would not be able to deposit monies, staff would be available only to provide advisory support.

The meeting closed at 19.19pm

Signed..... Date.....