



ALBRIGHTON PARISH COUNCIL

Station Road

Albrighton

Wolverhampton

WV7 3QH

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www.albrightonparishcouncil.gov.uk

Dear Councillor

I HEREBY SUMMON YOU TO THE Annual Meeting of the Parish Council and business meeting Wednesday 12th May 2021 to be held at 6.00 pm, venue TBC.

SAW Reynolds

Clerk to Albrighton Parish Council

ANNUAL MEETING OF ALBRIGHTON PARISH COUNCIL

21000. Election of the Chairman of Albrighton Parish Council

21001. The Declaration of Office must be signed by the newly elected Chairman.

21002. Declaration and Acceptance of Office.

21003. Election of the Vice-Chairman of Albrighton Parish Council

21004. The Declaration of Office must be signed by the newly elected Vice-Chairman.

21005. Declaration and Acceptance of Office.

21006. Review of Members' Declaration of Interests.

To review and declare any disclosable pecuniary interests.

21007. To confirm the Responsible Financial Officer to the Parish Council.

21008. To appoint an internal auditor for the 2021/22 financial year.

21009. To consider the Power of Competence.

21010. To elect committee members to council approved committees.

To elect the proportionate number of members to the approved committees until vacancies are filled.

21011. To elect members to council approved working parties and outside organisations and members serving on them. (enclosure)

Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA1972 Sch 12, paras 10(2)(b))

21012. Closure of the Annual Meeting of Albrighton Parish Council.

ORDINARY BUSINESS MEETING OF THE PARISH COUNCIL.

21013. Apologies

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

21014. 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.

21015. Public Participation

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.

21016. Minutes of previous meetings:

To receive the minutes of the meeting held on 7th April 2021 & 5th May 2021 (**to follow**).

21017. To consider income & expenditure in April 2021 details below:

Expenditure

Date	Cheque	To Whom Payable	Reason	Amount
07/04/21	FPM	Grenkeleasing Ltd	Qtrly lease charge Equipment	118.80
13/04/21	DD	West Mercia Energy	Gas charges	155.60
13/04/21	DD	West Mercia Energy	Electricity charges	107.06
13/04/21	DD	Fuel Genie	Flyer fuel charges March 2021	134.38
14/04/21	FPM	Amazon	PC Peripherals	24.22
14/04/21	FPM	Keith Gibson Cars	AD Blue for Flyer	16.50
14/04/21	FPM	Viking Ltd	Copy paper, stamps, staples etc.	61.24
14/04/21	DD	Mainstream Digital	Fraud prot & call charges	3.55
19/04/21	FPM	TFM Farm & Country Ltd	Jeyes Fluid 5 litres	32.48
19/04/21	FPM	WaterPlus	Surface water chg Nov- March 21	157.67
19/04/21	FPM	AJ & AP Field Signs	Engraving of Honour Boards in gold leaf	350.00
19/04/21	FPM	BT PLC	Qrtly Line charge	27.86
19/04/21	FPM	HMRC	PAYE/NI Contributions March 21	1332.24
22/04/21	FPM	Shropshire Council	Pension Contributions April 21	1708.95
23/04/21	FPM	Mike Nicholls	Window Cleaning April 21	50.00

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23/04/21	FPM	GB Copier Systems	Meter reading inv 113086	31.20
23/04/21	DD	BT PLC		94.80
23/04/21	FPM	Albrighton Parish Council	Salaries – April 2021	5113.82
26/04/21	DD	Ald Auto	Flyer April 21 lease charge	713.41
27/04/21	FPM	SALC	ALC Affiliation fees 2021-2022	1535.86
27/04/21	FPM	DM Payroll Services Ltd	Internal Audit Review 20/21	210.00
28/04/21	DD	Veolia Ltd	Duty of Care March 21	4.00
30/04/21	FPM	B G Ground Maintenance	Patshull green 2 cuts April 21	140.00
30/04/21	FPM	Shropshire Council	HR Fees Invoice 7111699	480.00

Income

Date	Payment Type	Payer	Reason	Amount
01/04/21	BACS	Nationwide Building Society	Interest on business account	3.61
07/04/21	Cash	Albrighton Parish Council	Flyer cash 23 – 26 March 21	30.00
13/04/21	Cash	Albrighton Parish Council	Flyer cash 30 March – 1 April 21	56.00
19/04/21	BACS	HMRC VTR	Vat reclaims Jan- March 21	3571.19
21/04/21	Cash	Albrighton Parish Council	Library cash 12 – 17 April 21	94.85
21/04/21	Cash	Albrighton Parish Council	Flyer cash 6 – 9 April 21	29.00
23/04/21	BACS	Shropshire Council	Precept 2021/2022	163,800
28/04/21	Cash	Albrighton Parish Council	Flyer cash 13 – 16 April 21	54.00
28/04/21	Cash	Albrighton Parish Council	Library cash 19 – 24 April 21	35.56
28/04/21	Cash	Shropshire Council	Flyer subsidy 2021/2022	9,600

21018. To consider the internal audit report (enclosed)

21019. Correspondence

For action:

To consider resignation received from the Clerk

Email:

To consider SAR received from an Albrighton Parish Councillor

21019. Date of next meeting:

- a) Albrighton Parish Council meeting – Wednesday 2nd June 2021 at 6.00pm