

Albrighton Parish Council



Albrighton Parish Council

Station Road, Albrighton,

Wolverhampton, WV7 3QH

01902 375455 (extension 1)

www.albrightonparishcouncil.gov.uk

clerk@albrightonparishcouncil.gov.uk

admin@albrightonparishcouncil.gov.uk

Summons

To all members of Albrighton Parish Council – Councillors: Beechey, Benson, Gold, Harrison, Illes, Lumby, Medlyn, Meyrick, Noakes, Pledger, Robinson, Straney, Webster, Wild, and Wilmot.

Dear Councillor,

You are hereby summoned to the **Annual Council Meeting** of Albrighton Parish Council, to be held on **Thursday 9th May 2024**, at **7.00pm** at The Red House, High Street, Albrighton, Nr. Wolverhampton. WV7 3LU.

A handwritten signature in black ink, appearing to read 'Joanne Oliver'.

Clerk to the Council: Joanne Oliver

Date: 2nd May 2024

AGENDA

1. Chairman's Welcome

The Chairman of the Council to welcome everyone to the meeting.

2. Confirmation of Voting

Standing Order 1 'Meetings'; Sub Paragraphs:

Unless standing orders provide otherwise, voting on any question shall be by a show of hand. At the request of a Councillor, the voting on any question shall be recorded so as to show whether each councillor present and voting gave his vote for or against the questions. Such a request shall be made before moving on to the next item of business on the agenda.

Standing order 12 'Voting on appointments:

Where more than 2 persons have been nominated for a position to be filled by the Council and note of these persons has received an absolute majority of votes in their favour, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of vote is given in favour of one person. Any tie may be settled by the Chairman's casting vote.

3. Election of Chairman of the Council for the year 2024/2025

Legislation: LGA 1972 S15(1)(2) Members will elect the Chairman for the ensuing Council year.

Legislation: LGA 1972 Schedule 12 Parts II and VI - the retiring Chairman may vote (and may also vote for him/herself? and he/she must give a casting vote in the event of equality of votes, provided that he/she has not ceased to be a member, in which case he/she only has a casting vote. If the retiring Chairman is absent the retiring Vice Chairman has the same voting rights.

4. Chairman of the Council - Declaration of acceptance of Office

All signatures must be witnessed by the Clerk

5. Appointment of Vice Chairman of the Council for the year 2024/25

6. Vice Chairman of the Council - Declaration of acceptance of Office

All signatures must be witnessed by the Clerk

Meeting to close for 15 minutes.

Meeting to be reconvened.

7. Apologies for Absence

To receive, consider and accept, as appropriate, any apologies for absence in accordance with the terms of Section 85(1) of the Local Government Act 1972.

Councillors who cannot attend the meeting are requested to tender their apologies to the Parish Clerk prior to the meeting.

8. Code of Conduct

Disclosable Pecuniary and other Interests.

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest.

Dispensations.

To consider and approve any requests for dispensations.

Meeting to be reconvened.

9. Public Participation

The Chair to adjourn the meeting for 15 minutes, as per Standing Order 3.d., 3.e., 3.f., and 3.h.

If any member of the press or public wish to raise any issues, queries or questions at the meeting please contact the Parish Clerk by 12noon on Wednesday 8th May 2024 where you request will be noted, tabled at the meeting and you will be asked to provide your comments by the Chairman.

Meeting to be reconvened.

10. Minutes of Previous Meetings

The minutes for the previous meeting to be received, reviewed and agreed.

- Full Council Meeting held on 4th April 2024 – **Appendix A**

11. Shropshire Councillor

Opportunity for the Councillor of Shropshire Unitary Authority to report to the Parish Council and for the Parish Councillors to raise questions with their Unitary Councillor.

General update to be delivered, any areas of concern.

12. Update from the Clerk.

- Internal Audit update
- CCTV update
- Loak Road – update on fly tipping on Allotments Car Park
- Nature Reserve – in budget to pay
- Library Garden – Big Help out
- Red House – tabletop information event – APC & Library

13. Update from the Finance and Grants Committee

The Council are to receive an update from the Chairman of the Committee. - **Any update reports to follow**

- Risk Assessment – **Appendix B**
- Millfields Financial Assessment and proposal – **Appendix C and D**

14. Asset Register

The Council are to receive, review and agree the Asset Register for 2024 to 2025. - **Appendix E**

15. Code of Conduct, Standing Orders and Financial Regulations

To receive, review and agree the appointment of the Parish Councils Code of Conduct, Standing Orders and Financial Regulations – **Appendix F, G and H**

16. Appointment of Committees and Members of Committees

To consider, agree and approve the appointment of committees and members of the committees, list of current committees and membership as per attachment – **Tabled 1 at the Meeting**

17. Appointment of Parish Council Representative on Outside Bodies

To consider, agree and approve the appointment of parish council representative on outside bodies, list of current outside bodies as per attachment – **Tabled 2 at the Meeting**

18. Schedule of Future Meetings

To receive, review and agree the dates and venues for Full Council meetings of Albrighton Parish Council up to May 2025. – **Appendix I**

19. Update from the Planning Committee

The Council is to receive a verbal update and agree any recommendations from the Chairman of the Planning Committee.

- 7th May Meeting
- TSB Building – Cllr Noakes

20. Update from the General-Purpose Committee

The Council is to receive a verbal update and agree any recommendations from the Chair of the Committee.

21. Update from Working Groups

The Council is to receive a verbal update and agree any recommendations from the Chairman of the Working Groups

- War Memorial - Cllr Richard Webster
- Coronation Garden – Planting of fruit trees Cllr Sylvia Pledger

22. D-Day 6th June 2024

The Council is to receive a verbal update on D-Day and decide on a way forward. - **Appendix J**

23. No Mow May

The Council are to consider No Mow May and decide on a way forward.

24. Repair Cafés

The Council are to receive a verbal report from Councillor Gold and decide on a way forward.

25. Location of King Charles III portrait

The Council are to agree on the location of the King Charles III portrait and where they would like this to be hung on display.

26. RAF Cosford – Annual Reception Invitation

Councillors were asked for those who haven't attended but would like to attend this year to the RAF Cosford Annual Reception, they are to include the Chair and Vice-Chair and 3 other Councillors. Names received are Cllrs Benson, Harrison and Wilmot.

27. Correspondence

Disclosable Pecuniary and other Interests.

The Council to receive items of correspondence:

- RT Mark Pritchard MP – community meeting

28. Items for Next Agenda

The Council are asked to provide the Clerk with any items they wish to be considered for future Council meetings.

29. Exclusion of Press and Public

To resolve: The under Section 100(A) Local Government Act 1972, the press and public to be excluded from the remainder for the meeting for the following items of business on the grounds they involve the likely disclosure of exempt information as defined in the Acts.

- To receive, review and agree the confidential minutes from 4th April 2024.

To discuss the following items:

- Financial Regulation/Banking arrangements

30. Date of Next Meeting

- Full Council – to be confirmed
- Finance, HR and Grants – to be confirmed
- General Purpose – to be confirmed

*Full Council Meetings held at the Red House, High Street, Albrighton, Nr. Wolverhampton. WV7 3LU.
Committee Meetings held at The Meeting Room, Albrighton Library, Station Road, Albrighton, Nr. Wolverhampton. WV7 3QH.*

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