

**BADGER PARISH COUNCIL**  
**MINUTES OF THE ANNUAL & BUSINESS MEETINGS HELD ON**  
**WEDNESDAY 8<sup>TH</sup> MAY 2019 AT ST. GILES' CHURCH, BADGER**  
**COMMENCING AT 7.35 Pm**

1. PRESENT  
Cllr. T. Lipscombe, Cllr. G Bond, Cllr. S. England, Cllr. Mrs. E. Wakelin & Cllr. I. Wright
2. IN ATTENDANCE  
F. D. Voysey (Clerk to the Council)
3. APOLOGIES FOR ABSENCE  
Shropshire Cllr. M. Wood
4. ELECTION OF CHAIRMAN  
Councillor T. J. Lipscombe was unanimously elected as Chairman for the forthcoming year, and accordingly signed the Declaration of Acceptance of Office, which was witnessed and countersigned by the Proper officer (The Clerk).
5. APPOINTMENT OF BARCLAYS BANK, BRIDGNORTH  
Councillors unanimously confirmed the appointment of Barclays Bank, Bridgnorth as the Council's banker.
6. POSITION OF RESPONSIBLE FINANCE OFFICER  
Councillors unanimously affirmed the continued appointment of the Council's Clerk, F. D. Voysey as the Council's Responsible Finance Officer (RFO).
7. APPOINTMENT OF INTERNAL AUDITOR  
Councillors unanimously approved the appointment of Mrs. S. Hackett, SDH Accountancy as Council's Internal Auditor for the financial year 2019/2020.
8. REPRESENTATION ON OTHER BODIES
  - a) Council decided not to appoint a representative to The Bridgnorth & Shifnal Area Committee of Shropshire Association of Local Councils.
  - b) As it was not certain whether it would continue to function, Council decided not yet to appoint a representative on the Local Joint Committee of Shropshire Council.
  - c) Council appointed the Clerk to represent it at Town & Parish Council Forums.
9. REVIEW OF POLICIES & PROCEDURES  
Council noted that that policies to support compliance of the General Data Protection Regulations were in place and relied on NALC models for other policies.
10. AGREED DATES FOR FUTURE COUNCIL MEETINGS AT ST. GILES' CHURCH, BADGER  
\* Thursday 18 July 2019,\* Thursday 19 September 2019,\* Thursday 21 November 2019,\*Thursday 16 January 2020,\*Thursday 19 March 2020 & \*Thursday 7 May 2020

## MINUTES OF ORDINARY BUSINESS

### 11. APOLOGIES FOR ABSENCE

Shropshire Cllr. M. Wood

### 12. DECLARATION OF PERSONAL AND/OR PECUNARY INTERESTS NOT ALREADY DECLARED IN MATTERS TO BE DISCUSSED

There were none.

### 13. TO CONFIRM MINUTES OF BADGER PARISH COUNCIL MEETING ON 26 MARCH 2019

Councillors agreed that the minutes were a true record of the meeting held on Tuesday 26<sup>th</sup> March 2019 and accordingly, the Chairman signed a copy.

### 14. TO CONSIDER MATTERS ARISING FROM COUNCIL MEETING ON 26<sup>TH</sup> MARCH 2019

a) Minute 83b): Council noted that the experiment of determining minor planning applications without consulting parish councils has been dropped.

b) Minute 85d): Council noted that the road safety hazard on Badger Heath Road has been reported to the Highways Authority for urgent attention.

c) Minute 86b): Council acknowledged that Shropshire Council was told that the current bus services through Badger were well used, of value and needed to be retained.

### 15. ADMINISTRATION

a) Following a review the Clerk presented a paper proposing minor amendments to Standing Orders which were approved by the Council.

### 16. FINANCE

a) Council acknowledged that the Internal Auditor had completed a comprehensive examination of the Council's financial records on 11<sup>th</sup> April 2019 and finding the level of administration and system of controls of a high standard and the affairs of the Council properly conducted, signed The Annual Audit Report.

b) In response to issues raised by the Internal Auditor Council agreed that

i) In future information on the budget calculation will be covered in the minutes of the meeting when the precept is formally approved.

ii) The variance in the level of general financial reserves is to meet repairs/replacement of the Council's bus shelter, maintenance of the telephone kiosk housing the public defibrillator and other highway equipment.

iii) All the Council's minutes of meetings for the previous year are now fully displayed.

c) Council considered the Annual Return for the year ended 31<sup>st</sup> March 2019. Proposed by Cllr. S. England and seconded by Cllr. I Wright and carried unanimously the following were approved:

- i) The completion and signing of The Annual Governance Statement.
- ii) The Accounting Statements
- iii) The Certificate of Exemption from a limited review by the External Auditor which the Chairman and Clerk signed.
- iv) The dates for the “Period of the Exercise of Public Rights to Inspect the Accounts” from 17<sup>th</sup> June to 26<sup>th</sup> July 2019, which will be announced on 30<sup>th</sup> May 2019.

d) Council considered that it was of value to be a member of Shropshire Association of Local Councils (SALC) so approved payment of the subscription fees totalling £106.59.

e) Council approved the following payments by cheque:

- Numbers Plus Ltd (cheque 100432)	£118.80
- SALC Affiliation Fees (cheque 100433)	£106.59
- SDH Accountancy -audit fee (cheque 100434)	£100.00
- Came & Company – insurance premium ( cheque 100435)	£312.36
- Money for petty cash (cheque 100436)	£ 60.00

f) After encashment of cheque in Section e) above, the Community Account at Barclays Bank will stand at £8,393.79 in credit and the Business Premium Account at Barclays at £2,208.24 in credit. After payment for the use of St. Giles’ Church for the Council meeting on 8<sup>th</sup> May 2019, and deposit of the cheque for £60.00, petty cash will be £96.36

## 17. PLANNING MATTERS

a) Council noted that there were amendments to the Albrighton Place Plan but that none affected Badger Parish.

b) There were no planning applications to consider.

## 18. PARISH MATTERS

a) Arrangements are being made for the Chairman to have a site visit with the Manager of the Highways Authority of Shropshire Council to discuss a number of road safety issues.

b) The Clerk has approached Shropshire Council about the unsatisfactory quality of the grass cutting of the Green at The Crescent, Badger, by its contractor. A response is awaited as to whether the contractor is responsible for removing grass cuttings and how frequently the grass should be cut in accordance with the contract. Council will then decide on what action to take.

## 19 UNITARY AUTHORITY MATTERS

There were none needing attention.

## 20.CORRESPONDENCE

a) In reply to SALC asking for parish council views on the operation of the Environmental Maintenance Grant (EMG) scheme, Council wishes to state that for highway verges in Badger Parish it would prefer to undertake all the cuts for the year, including the one undertaken by the contractor for Shropshire Council providing it is given the funds to meet the extra cost.

## 21. DATE OF NEXT MEETING

The next meeting of the Council will be held at St. Giles' Church, Badger, on Thursday 18<sup>th</sup> July 2019, starting at 7.00 pm.

The Chairman closed the meeting at 8.15 pm