

BADGER PARISH COUNCIL
MINUTES OF THE ANNUAL & BUSINESS MEETINGS HELD ON
WEDNESDAY 12TH MAY 2021 AT ST. GILES' CHURCH, BADGER
COMMENCING AT 7.30 PM

1. PRESENT

Cllr. T. Lipscombe (Chairman), Cllr G. Bond, Cllr. S. England, Cllr. A. Locke, & Cllr. Ms. L. Wilson.

2. IN ATTENDANCE

Shropshire Councillor, Richard Marshall, (who Council agreed to allow the rights to speak during the meetings), & F. D. Voysey (Clerk to Council).

3. APOLOGIES FOR ABSENCE

There were none.

4. TO RECEIVE DECLARATION OF OFFICE FROM COUNCILLORS

All five Councillors signed the Declaration of Office document and their signatures were witnessed by The Proper Officer (Clerk to the Council).

5. ELECTION OF CHAIRMAN

Cllr. T. Lipscombe was unanimously elected as Chairman of Council for the forthcoming year, who signed The Declaration of Office statement which was witnessed & countersigned by the Proper Officer.

The Chairman then welcomed the newly elected Shropshire Councillor, Richard Marshall, and looked forward to him having a fruitful business relationship with Badger Parish Council. In response Cllr. Marshall stated he would be happy to help in any issues referred to him by Council, and attend its meetings whenever he could.

6. TO RECEIVE REGISTER OF INTERESTS FROM COUNCILLORS

The Register of Interests statements was completed by Councillors and given to the Clerk who will forward them to the Monitoring Officer at Shropshire Council.

7. APPLICATIONS BY COUNCILLORS FOR DISPENSATION UNDER LOCALISM ACT 2011

Councillors submitted written applications for dispensation for their four year terms of office in order to be able to debate and vote on any financial matters relating to the precept which the Proper Officer approved.

8. POSITION OF RESPONSIBLE FINANCE OFFICER (RFO).

Councillors unanimously approved the appointment of the Council's Clerk as RFO.

9. APPOINTMENT OF INTERNAL AUDITOR

Councillors unanimously approved the appointment of Mrs. S. Hackett, SDH Accounting, as Council's Internal Auditor for the financial year 2021/2022.

10. APPOINTMENT OF BARCLAYS BANK, BRIDGNORTH

Councillors unanimously confirmed the continued appointment of Barclays Bank, Bridgnorth as the Council's Banker.

11. REPRESENTATIVES ON BRIDGNORTH & SHIFNAL AREA COMMITTEE OF SHROPSHIRE ASSOCIATION OF LOCAL COUNCILS (SALC).

It was agreed by Council to consider this role for Councillors at a later date.

12. REVIEW OF COUNCIL'S POLICIES & PROCEDURES

Council accepted that there were no material changes required at this time to any policies or procedures of the Council. It was noted that Standing Orders declared that if issues arose where the Council did not possess its own policy the Council would be guided where necessary by the models of The National Association of Local Councils (NALC).

13. AGREED DATES FOR FUTURE COUNCIL MEETINGS

Wednesdays on *21st July 2021, * 15th September 2021, * 17th November 2021
* 19th January 2022, * 16th March 2022 & 18th May 2022, all at St. Giles' Church, Badger, starting at 7.00 pm.

To ensure Council was quorate, Councillors acknowledged that dates of meetings could be subject to change depending on the availability of Councillors.

BADGER PARISH COUNCIL
MINUTES OF ORDINARY BUSINESS MEETING
ON 12TH MAY 2021

14. DECLARATION OF PERSONAL AND/OR PECUNIARY INTERESTS

There were none.

15. TO CONFIRM MINUTES OF BADGER PARISH COUNCIL ZOOM MEETING ON 17TH MARCH 2021

Councillors agreed that the minutes were a true record of the meeting held on Wednesday 17th March 2021, and accordingly, the Chairman signed a copy.

16. TO NOTE ANY MATTERS ARISING FROM COUNCIL MEETING ON 17TH MARCH 2021

a) Minute 42b): The manhole cover by the bridge in Badger was damaged for a second time. The Chairman & Open Reach engineer made an inspection. The damage is not as great as first thought. Left to Open Reach to consider any repairs.

b) Minute 46b): Albrighton Parish Council Chairman wrote letter of complaint to Shropshire Council regarding poor quality of road repairs. The complaint also included correspondence with the local MP.

c) Minute 46 c): No response yet received from the Shropshire Councillor with portfolio for Highways on complaint about unsatisfactory road repairs.

d) Minute 46 d): Councillors noted that the power supply problem was satisfactorily resolved and Clerk thanked for his help.

17. ADMINISTRATION

a) On this occasion no Councillor was available for training on "The Code of Conduct". The Clerk will pursue training for volunteers for the defibrillator scheme, if possible, in September 2021.

b) The Clerk explained that with the increasing volume of material requiring attention of Council, a moderate rise in the Clerk's employed hours a month from 14 to 15 was justified. Recommended by the Chairman, and Councillors agreed to the increase of hours a month to 15, backdated to 1st April 2021.

c) Cllr. Lorraine Wilson offered to prepare periodically, following Council meetings a short article on affairs of Badger Parish Council for publication in The Six Parishes Magazine.

18. FINANCE

a) Council acknowledged that the Internal Auditor had completed a comprehensive examination of the Council's financial records on 20th April 2021, and finding the level of administration and systems of controls of a high standard, and the affairs of the Council properly conducted, signed approval of the Annual Audit Return. The Council noted that the Auditor found no special points that needed attention.

b) Council considered the Annual return for the year ended 31st March 2021, and approved the following:

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" from 14th June to 23rd July 2021, which will be announced on 9th June 2021.

c) Council noted that through Came & Company, the Council's brokers, insurance cover was with Pen Writing limited for a three-year agreement that started on 26th June 2020. Council approval was given to meet the second premium of £367.87 for the year commencing 26th June 2021.

d) Council noted that the reduction for 2021, on the annual affiliation fees for membership of Shropshire Association of Local Councils (SALC) was due to there being no Area Committee fee as no meetings had taken place in 2020 due pandemic restrictions. Council considered that the SALC fees were good value for the services provided, so approved payment of £104.72 for this year's membership.

e) Council approved the following payments by cheque:

- Numbers Plus (cheque 100482)	£118.80
- Came & Company-insurance (cheque 100483)	£367.87
- Money for Petty Cash (cheque 100484)	£ 70.00
- SALC Affiliation Fees (cheque 100485)	£ 104.72
- T. Lipscombe -Zoom Video Charge (cheque 100486)	£ 14.39
- SDH Accounting -audit fee (cheque 100487)	£ 135.00

f) After encashment of cheques in Section e) above, the Council's Community Account at Barclays Bank will stand at £8,334.56 in credit. The Business Premium Account at Barclays Bank stands at £2213.34 in credit. After payment of £20.00 for the use of St. Giles' Church for the Council meeting on 12th May 2021, and encashment of the £70 cheque, petty cash will stand at £94.52.

19. PLANNING MATTERS

a) Planning Application 21/01823/FUL for the use of existing pools at Snowdon Road, Beckbury: As this application has no effect on Badger's community and outside the Parish it was decided not to make any comment to Shropshire Council's Planning Authority.

b) There were no other planning matters needing the Council's attention.

20. PARISH MATTERS

a) The Divisional Manager for Highways at Shropshire Council (SC) has responded to road issues raised at the Council's meeting in March 2021, and undertook to investigate them. A main cause for complaint was the poor workmanship of Shropshire Council's contractor, and the lack of attention for repairs to pot holes in roads. The Shropshire Councillor Richard Marshall undertook to pursue these complaints with his Council.

b) The Chairman reported that he has a site meeting with an Officer from SC on 1st June 2021, to agree the location of an extra litter bin in the village.

c) In the public part of the Council's notice board an article regarding fox-hunting had been displayed. This has been removed as the Council is non-political and should not condone usage of the notice board for political ends.

d) There were no other local issues requiring the Council's attention.

21. UNITARY AUTHORITY MATTERS

There were no issues requiring the Council's attention.

22. CORRESPONDENCE

None has been received for the Council's consideration.

23. DATE OF NEXT MEETING

The next Council meeting will be held on Wednesday 21st July 2021, at St. Giles' Church, Badger, starting at 7.00 pm.

The Chairman closed the meeting at 8.30 pm