

BADGER PARISH COUNCIL
MINUTES OF THE ANNUAL & BUSINESS MEETINGS HELD ON
THURSDAY 9TH MAY 2016 AT ST.GILES' CHURCH, BADGER
COMMENCING AT 7.40 PM

1. PRESENT

Cllr T. J. Lipscombe, Cllr. G. Bond, Cllr. R Greenwell, Cllr. Mrs. S. Greenwell & Cllr. Mrs. E. Wakelin

2. ALSO PRESENT

F. D. Voysey (Clerk to the Council)

3. APOLOGIES FOR ABSENCE

Cllr. M. Wood – Shropshire Council

4. ELECTION OF CHAIRMAN

Councillor T.J. Lipscombe was unanimously elected as Chairman of the Council for the forthcoming year & he signed the Declaration of Office which was witnessed and countersigned by the Clerk.

5. APPOINTMENT OF BANKERS FOR BADGER PARISH COUNCIL

Councillors unanimously affirmed Barclays Bank, Bridgnorth, as the Council's bankers.

6. POSITION OF RESPONSIBLE OFFICER

Councillors unanimously affirmed the continued appointment of the Council's Clerk, F. D. Voysey, as the Council's Responsible Finance Officer (RFO).

7. POSITION OF INTERNAL AUDITOR

Councillors unanimously affirmed the continued appointment of Mrs. S. Hackett of Condover, Shropshire, as the Council's Internal Auditor.

8. APPOINTMENT OF REPRESENTATIVES TO OTHER BODIES

a) The Council decided not to appoint a representative to Bridgnorth & Shifnal Area Committee of Shropshire Association of Local Councils.

b) Councillor Mrs. Liz Wakelin was appointed the Council's representative on Shropshire Council's Local Joint Committee (LJC).

9. REVIEW OF PROCEDURES – STANDING ORDERS

The Council was satisfied that the Standing Orders required no amendments.

10. DATES OF COUNCIL MEETINGS AT ST. GILES' CHURCH, BADGER

The dates of Council meetings until May 2017, normally starting at 7.00 pm were agreed as:-

Thursday 21st July 2016, Thursday 8th September 2016, Thursday 10th November 2016, a date in

January or early February 2017 to be decided, Thursday 9th March 2017 & Thursday 11th May 2017

MINUTES OF ORDINARY BUSINESS

11. DECLARATION OF PERSONAL AND/OR PECUNIARY INTERESTS NOT ALREADY DECLARED IN ANY MATTERS TO BE DISCUSSED

There were none.

12. TO CONFIRM THE MINUTES OF THE MEETING OF BADGER PARISH COUNCIL HELD ON THURSDAY 24TH MARCH 2016

Councillors agreed that the minutes were a true record of the meeting held on 24th March 2016, and accordingly the Chairman signed a copy.

13. MATTERS ARISING FROM THE MINUTES OF 24TH MARCH 2016

a) Minute 73a): Councillors reported that the scrap tyres on Stableford Road have been removed.

b) Minute 86b): The Council noted that there was no need to comment on the Supplementary Planning Documents (SPDs) from Shropshire Council.

c) Veolia, the collection contractor agreed to ensure that its recycling lorry was secure and avoided any inadvertent off-loading along the highway. The April 2016 edition of the Badger Bulletin had an item about recycling.

14. ADMINISTRATION

a) Councillor Mrs. Liz Wakelin agreed to be nominated as the person responsible regarding pension issues for any employee of the Council. Mrs. Wakelin will notify the Pensions Regulator that she is the Council's point of contact and will register the Council into the scheme.

b) The Council was made aware of the availability of training courses provided by Shropshire Association of Local Councils (SALC) for the rest of 2016, but there was demand to attend any.

15. FINANCE

a) The Council acknowledged that the Internal Auditor had completed a comprehensive examination of the Council's financial records, and finding the Council's affairs had been properly conducted signed page 5 of the Annual Audit Return. The Internal Auditor considered administration & internal systems of control relating to the audit areas examined were of a high standard. Commenting on the three recommendations: * the Clerk has explained in the Return to the External Auditor, Mazars, that the seemingly high level of general reserves is mainly due to the amount being held for costs in preparing the Parish Plan, * The Council agreed to the Annual Parish Council Agenda including an item on review of procedures such as for Standing Orders, and, * Councillors noted that it was agreed with the Internal Auditor several years ago to submit a claim for refund of VAT every two years.

b) The Council found the Annual Audit Return to be in order and consequently approved Section 1 (Annual Governance Statement) and Section 2 (Accounting Statement) for the year ended 31st March

2016, which was duly signed by the Chairman and Responsible Finance Officer (The Clerk to the Council).

c) The Clerk advised the Council that the Due Notice of Appointment for the Exercise of Elector's Rights regarding the accounts for the year ended 31st March 2016, will be posted on the Council's notice board for the period 1st July to 11th August 2016.

d) Councillors approved payment of £305.97 to Came & Company for the insurance premium for the year commencing 26th June 2016.

e) The Council decided that before the end of the calendar year a separate account should be opened for hosting and software of the Council's web site, rather than it being included in Councillor R. Greenwell's personal web site accounts. It was also agreed to consider at a later date another Councillor in addition to Cllr. R. Greenwell being able to input on to the Council's web site. The Clerk was asked to investigate the possibility of having a Badger Parish Council debit card for incidental miscellaneous expenses including paying for web site fees.

f) The Council approved payment of £114.48 in respect of the annual subscription to be a member of SALC, as it was satisfied that its services were of value.

g) The Council approved the following payments by cheque:-

- SDH Accounting-internal audit fee	(cheque100355)	£83.00
- Came & Company- insurance premium	(cheque 100356)	£305.97
- Web site fee	(cheque 100357)	£36.00
- SALC affiliation fees	(cheque 100358)	£114.48
- Queen's Birthday Celebration costs	(cheque 100359)	£98.00
- Badger Print- for newsletter	(cheque 100360)	£15.00

h) As at 29th April 2016, the Council's Community Account at Barclay's Bank stood at £3,592.37 in credit. After encashment of cheques in section g) above the Community Account will be £8,939.92 in credit, of which £1,342.20 is Parish Plan Steering group funds, leaving £7,597.72 belonging to the Parish Council. The Business Saver Account is £1,551.59 in credit. Petty cash will be £50.85 after £20.00 payment for the use of St. Giles' Church for the Council meeting on 9th May 2016.

16. PLANNING MATTERS

There were no new issues for consideration.

17. PARISH MATTERS

a) The Council decided to invite a representative of the Smartwater organisation to a future meeting to discuss the benefits of its scheme.

b) The Chairman has been in regular touch with BT about services in Badger and will continue to oversee the improvements which include a new cable into the village that was scheduled for installation by 6th May 2016. The Clerk has not yet received a reply from BT about information of reported/recorded telephone/broadband faults in Badger Parish which he will pursue.

c) The Clerk was asked to contact Shropshire council regarding clearance of an old wire fence that is strewn over the highway verge along the Stableford Road.

18. UNITARY AUTHORITY MATTERS

The Council decided not to send a representative to the Annual Town & Parish Emergency Planning Briefing to be held on 1st June 2016.

19. CORRESPONDENCE

The Clerk gave a brief account of the meeting of the Local Joint Committee (LJC) of Shropshire Council on 13th April 2016 which he thought interesting and informative. There were a number of guest speakers : * The Police Community Support Sergeant talked about projects on safety and security, such as "Don't Buy Crime" with the aim and use of "smartwater" to make it difficult to dispose of stolen goods. * The Fire & Rescue Service when a Community Safety Day in September was advertised. *The Big Conversation where a Shropshire Council representative gave feedback on a survey which asked the public about how to make savings on services. * A professor gave a talk on public health. * A doctor commented on the progress of FutureFit that seeks to promote the best hospital services in the county. * A short talk by the CEO of Healthwatch Shropshire who gave a brief outline of the service.

20. DATE OF NEXT MEETING

The next meeting of the Council will be on Thursday 21st July 2016, at St. Giles' Church Badger, starting at 7.00 pm

The Chairman closed the meeting at 8.35 pm.