

## MORETON SAY PARISH COUNCIL

Dear Councillor

You are hereby summonsed to attend the Annual Meeting of the Moreton Say Parish Council to be held on Thursday, 18th May 2017 at the Clive Hall, Moreton Say which will commence immediately after the Annual Moreton Say Parish Meeting to conduct the business listed on the agenda below.

Signed: *Jane Evans* (Clerk)

Dated 9th May 2017

### Agenda

**1. Election of the Chairperson**

**2. Election of the Vice Chairperson**

**3. Election of other officers as representatives to external bodies**

- |      |                          |     |                  |
|------|--------------------------|-----|------------------|
| i)   | Helicopter Liaison Group | ii) | NSAC/SALC        |
| iii) | LJC                      | iv) | Village Hall     |
| v)   | Emergency planning       | v)  | Millennium Trust |

**4. Apologies** – To receive the apologies of those unable to attend

**5. Declaration of Interest** - To declare a personal or pecuniary interest in any item on the agenda

**6. Minutes** - To approve the Minutes of the Parish Council Meeting held on 23<sup>rd</sup> March 2017

**7. Clerk's update regarding on-going matters** - To update the Council regarding on-going matters which are not detailed separately on the agenda

**8. Reports** – To accept reports from the officers which represent the Council on external bodies

**9. Planning** - To consider the following planning applications:

**17/01853/FUL** - Erection of an extension to existing agricultural storage building - Greenbank Farm, Tern Hill, Market Drayton, Shropshire, TF9 3PX

**Determination of Planning**

**16/03082/REM** - Approval of reserved matters (layout, scale, appearance and landscaping for approval) for residential development of 162 residential units; associated open space and landscaping; discharge of conditions 5 - 7 and 12 pursuant to APP/L3245/A/14/2227146 (allowed on appeal) by the Secretary of State - Land Adjacent To Rush Lane, Market Drayton, Shropshire - **Permission Granted**

**10. Accounts**

**a. Expenditure** – To accept and approve the below detailed expenditure

Payee	Expense	Chq No	Amount	Authority
S D H Accounting	Internal Audit Fee	570	£110.00	LGA 1972 s 111
S A L C	Annual membership fee	571	£219.89	LGA 1972 s 143
Moreton Say Village Hall	Meetings during 2016	572	£120.00	LGA 1972 s 134 (4)
Jane Evans	Clerk's Salary - April 2017	573	£159.64	LGA 1972 s 112 (2)
Jane Evans	Clerk's Salary - May 2017	SO	£159.64	LGA 1972 s 112 (2)
Jane Evans	Clerk's Salary - June 2017	SO	£159.64	LGA 1972 s 112 (2)
	Total		£928.81	

- b. Bank Reconciliation** – For the Council to receive and accept the Bank Reconciliation to the previous month end

Balance brought forward	£ 2,568.32
Income to date	£ 10,714.23
Expenditure to date	£ 145.44
<b>Balance to be carried forward</b>	<b>£ 13,137.11</b>

Bank Balances as at 30<sup>th</sup> April 2017:

Current Account	£ 1,000.00
Interest Account	£ 12,137.11
Total	£ 13,137.11
Adjustment for unpresented cheques	£ nil
<b>Total of Reconciled Bank Balances</b>	<b>£ 13,137.11</b>

- c. Internal Auditors Report** - For the Council to review this report
- d. Approval of the Year End Accounts and Annual Return Submission** – For the Council to approval
- e. Insurance Renewal** – For the Council to discuss and approve the renewal
- f. Bank Mandate** – For the Council to consider which signatories to add, in place of retired Councillors, on the Bank Mandate

**11. Policy Documents** – To enable the Council to review and adopt the following documents:

- a. Standing Orders
- b. Financial Regulations
- c. Risk Assessment Schedule
- d. Shropshire Council Code of Conduct
- e. Publication Scheme
- f. Document Retention Policy
- g. Press / Media Relations Policy
- h. Grant Policy
- i. Complaints Policy

**12. Highways and Environmental Health** -To enable the Council to discuss matters causing concern and opportunity to bring forward items requiring attention

**13. Street Lighting – Maintenance and/or Repairs** - To enable the Council to report items requiring attention

**14. Lease of Land adjacent to Millennium Pool** – To enable the Council to discuss this matter and the update from the Clerk.

**15. Moreton Say Parish website** – To enable the Council to discuss this matter

**16. Correspondence** - The Shropshire Council and SALC emails are circulated on receipt in addition information has been received about a training course for new councillors 'Fundamentals for Councillors'

**17. Parish Matters** - An opportunity for Councillors to bring to the attention of the Council any matters of interest

**18. Agenda Items** - An opportunity for Councillors to bring items forward for next agenda (no discussion or decisions to be made) for the meeting **20<sup>th</sup> July 2017**