

Llanyblodwel Parish Council

Clerk: Mrs A Jones, Hawthorn Cottage, Porthywaen, Oswestry, SY10 8LX

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DATE: 4th January 2024

TO: ALL MEMBERS OF LLANYBLODWEL PARISH COUNCIL

You are hereby summoned to attend a meeting of Llanyblodwel Parish Council on **Thursday 11th January 2024, starting at 7.30 p.m** to be held in the Llanyblodwel and Porthywaen Memorial Institute for the transaction of the following business.

A Jones

Amy Jones - Clerk

A G E N D A

- 1.24 Apologies for absence**
To receive apologies for absence.
- 2.24 Disclosable Pecuniary Interests**
a) 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.
b) To consider applications for dispensation.
- 3.24 Public Participation Session**
A period of 15 minutes will be set aside for the public to speak on any items on the agenda.
- 4.24 Minutes**
To confirm the minutes of the Meeting of the Parish Council held on 9th November 2023.
- 5.24 Planning Matters**
- a) Planning Decisions, Updates and Appeals – To note**
- I. **Reference:** 23/04551/PMBPA (validated: 24/10/2023)
Address: Prospect Farm, Llanyblodwel, Shropshire
Proposal: Application to determine if prior approval is required for a proposed: Change of Use of Agricultural Buildings to Dwellinghouses (Use Class C3), and for building operations reasonably necessary for the conversion
Decision: Refuse
- II. **Reference:** 23/04095/FUL (validated: 18/09/2023)
Address: Garage South West Min Y Dwr, Llanyblodwel, Shropshire
Proposal: Conversion and change of use of existing garage, office and storage building, into a 2 bed holiday let for tourism purposes
Decision: Refuse
- b) Planning Applications for consideration** (Please view Shropshire Council Planning Register online prior to the meeting. **None received at date agenda was published.**
- c) Consider Planning applications not listed above that are received after the issue of this agenda and are included on Shropshire Council's website.**
- d) Development East of Kilinside – 21/04296/FUL (permission granted) – consider concerns raised by residents.**
- 6.24 Reports**
- a. **Clerk's Report** (attached)
b. **Councillor Reports** (Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas)
c. **Police Report**
d. **Shropshire Councillor Report**

7.24

Finance

a) To approve the following payments:

Cheque No/BACS ref	Payee	Details	Amount (inc VAT)
26	A Jones	Clerks Salary (9 weeks), mileage, HOA, reimbursement for Office 365 and backdated pay	£902.56
27	HMRC	PAYE Payments	£242.85
28	Whittington Pc	Donation towards printing costs and use of printer – Nov-Jan (3 months)	£25.00
29	Llanyblodwel & Porthywaen Memorial Institute	Hall Hire 2023	£160.00
	A.G. Royce	Grasscutting in Closed Churchyards Ivy Removal – Llanyblodwel Moss Removal - Morton	£TBC
DD	Shropshire Council	S/Light Energy – 3 rd Quarter – paid by DD 25.12.23	£178.51
DD	Unity Trust	Quarterly Bank Charges – paid 31.12.23	£18.00

b) To note income received.

Llyncllys Aggregates – Donation for Dolgoch Noticeboard - £623.00

Unity Trust Quarterly Interest paid 31.12.23 - £161.91

c) To approve the bank reconciliation up to and including 31st December.d) 3rd Quarter Budget Report – Consider (included as part of the 2024/25 budget)

e) Internal Controls – Review the Council's system of Internal Controls and note that the accounts will now be given to Cllr Counsell to carry out a mid-year review and report back at the March meeting.

f) Internal Transfer – To approve a transfer of funds from the savings account into the current account.

g) LGA Pay Agreement for 2023/24 – To note the new pay scales for 2023/24 and backdated pay to 1st April 2023.

8.24

2024/25 Budget

a) General and Earmarked Reserves - Consider the Clerk's report in relation to earmarked reserves and the council's general reserves policy.

b) To consider the budget proposal and items prepared by the Clerk, presented under the following headings:

- I. Income (Receipts)
- II. Staff Costs and Admin (Payments)
- III. Parish Maintenance and Projects (Payments)

c) To agree the budget for 2024/25 and agree the parish precept

9.24

Annual review of council regulations and procedures

a) Standing Orders

b) Financial Regulations

c) Code of Conduct

d) Policies, procedures and practices in place in respect of the Parish Council's obligations under freedom of information and data protection legislation:

- I. Publication Scheme
- II. Privacy Policy
- III. Document Retention Policy
- IV. Personal Data Management Policy
- V. Security Incident Response Policy
- VI. Subject Access Policy

e) Accounting Procedures Risk Assessment

- f) Parish Council Policies:
 - I. Complaints Policy
 - II. Health and Safety Policy
 - III. Risk Management Scheme, Risk Register and Asset Inspection Schedule
 - IV. Accessibility Statement

10.24 Asset Management / Parish Maintenance / Parish Matters

- a) **Closed Churchyards**
 - I. Wall repairs – Receive an update on the ordered work.
 - II. Headstone Inspections – Receive a report from the Clerk following the latest health and safety checks in the Closed Churchyards.
- b) **Bench and Noticeboard in Bryn Melyn** – Receive an update on the funding application made to STAR Housing.
- c) **Noticeboards** for Llanyblodwel and The Bryn – Receive an update on possible funding and locations.
- d) **Red Phonebox at Llanyblodwel** – Discuss renovation and possible uses – receive an update from Cllr Argyle following discussions with Café Blodwel.

11.24 D-Day 80 – 6th June 2024

Discuss.

12.24 Correspondence - To note:

- a) SALC and NALC Newsletters and Bulletins.
- b) PCC Newsletters
- c) North Shropshire Project Gigabit Progress Update 30/11/23
- d) Quarterly update from Helen Morgan MP
- e) Road Closure: Penygarreg Lane, Llynclys. 27th March 2024. Road Closure - Road closure required for the safe access of blockage clearance. Works Promoter: Openreach. Works Promoter Ref: BC008WF7T
- f) Town/Parish Boundary Review – Update
- g) SALC 2024 Training Schedule
- h) Shropshire Council – Budget Consultation 2024/25
- i)

13.24 Next Meeting

To note that the date and time of the next meeting.