

Llanyblodwel Parish Council

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

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DATE: 6th January 2023

TO: ALL MEMBERS OF LLANYBLODWEL PARISH COUNCIL

You are hereby summoned to attend a meeting of Llanyblodwel Parish Council on **Thursday 12th January 2023, 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

- 01.23 Apologies for absence**
To receive apologies for absence.
- 02.23 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.
- 03.23 Public Participation Session**
A period of 15 minutes will be set aside for the public to speak on any items on the agenda.
- 04.23 Minutes**
To confirm the minutes of the Meeting of the Parish Council held on 10th November 2022.
- 05.23 Planning Matters**
a) Planning Decisions and Updates – To note
I. **Reference:** 22/03827/OUT (validated: 22/08/2022)
Address: Proposed Residential Development Land East Of, Brynmelyn, Llynclys.
Proposal: Outline permission for the erection of 5 no affordable dwellings and all associated works
Decision: Refuse
b) Planning Applications for consideration (Please view Shropshire Council Planning Register online prior to the meeting)
I. **Planning reference** – none received at date the 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.
- 06.23 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**
- 07.23 Finance**
a) To approve the following payments:

Cheque No/BACS ref	Payee	Details	Amount (inc VAT)
Direct Payment	Unity Trust	Bank Charges – paid 31/12/22	£18.00

23	Phillips & Curry Ltd	Item 3 Wall Repair in Llanyblodwel Churchyard (as per approved quote – minute 50.22 refers) – invoice paid outside of meeting	£648.00
24	The Parish Noticeboard Company	A0 Poster Noticeboard Case – 50% payable on order – invoice paid outside of meeting (minute 51.e refers) – the other 50% will be payable on delivery (mid-Jan)	£367.98
25	A Jones	Clerks Salary (9weeks), backdated pay (minute 53.c refers) and mileage, Remembrance Wreath, Printer Ink, Office 365	£889.20
26	HMRC	PAYE Payments	£220.80

b) To note income received.

Donation from Café Blodwel at Llanyblodwel Church - £50.00 – consider Earmarking for Wall Restoration Project

Unity Trust Bank – Interest - £20.96

c) To approve the bank reconciliations up to and including 30th November and 31st December 2022.

d) 3rd Quarter Budget Report – Consider (included as part of 2022/23 budget document).

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.

d) Savings Account – To receive an update on the opening of the new savings account and note the transfer of funds.

e) Employee Working from Home Expenses - Discuss

08.23

2023/24 Budget

a) General and Earmarked Reserves - Consider the Clerk's report in relation to earmarking 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 2023/24 and agree the parish precept

09.23

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 including the Risk Management Scheme, Risk Register and Asset Inspection Schedule.
- III. Accessibility Statement
- IV. Defibrillator – Operation and Maintenance Policy

10.23

Asset Management / Parish Maintenance / Parish Matters

a) Closed Churchyards

I. Trees

- a. Receive an update on the removal of the Ash Tree at Morton
- b. Receive a quote for the Tree Works required at Llanyblodwel (as per the 2021 inspection report).

II. Wall repairs - Receive an update.

III. Public Safety when contractors are working in the Closed Churchyards.

- b) Streetlighting** – Receive a report from the Clerk on Part Night Lighting.
- c) Bench and Noticeboard in Bryn Melyn** – Receive an update on the funding application made to STAR Housing.
- d) Noticeboard on Coopers Lane** – Receive an update on installation.
- e) Llyncllys Bomber Crash Memorial** – Receive an update on the sculpture plans.
- f) Emergency Bleed Control Kits** – Consider purchasing kits for the Parish.

11.23

Highways and Environmental Maintenance

- a) Vehicle Activated Speed Signs** – Receive and consider the latest data downloads and receive an update on the re-location of the Dolgoch VAS to Bryn Melyn.
- b) Road Safety Working Group** – Receive an update from the group and discuss Road Safety Concerns in the Parish. Consider content for a Report to the Oswestry Area Committee.
- c) Llyncllys Crossroads** – Receive an update from Highways England on the Safety Study and meeting to discuss the report.

12.23

Correspondence - To note:

- a)** SALC and NALC Bulletins and Updates – Regular Monthly Bulletins.
- b)** NALC Chief Executive Bulletin
- c)** Notification of external auditor appointment for the 2022-23 financial year for the 5 year period until 2026-27
- d)** Road Closure: Coed-Y-Go to Trefonen junction. 27th February - 3rd March 2023. Purpose: Bridge works. Enforcement pattern for Coed-Y-Go: Monday - Friday 00:00 - 23:59
- e)** E-Newsletter from The Shrewsbury and Telford Hospital NHS Trust.
- f)** SALC – Winter Bulletin
- g)** SALC – Training Opportunities

To consider:

- a)** The Local Government Boundary Commission – Electoral Divisions (deadline 30th January – Have your say on a new political boundary map for Shropshire)

13.22

Next Meeting

To note the date and time of the next meeting.