

# Llanyblodwel Parish Council

07738 540139

[clerk@llanyblodwelparishcouncil.gov.uk](mailto:clerk@llanyblodwelparishcouncil.gov.uk)

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**DATE: 9<sup>th</sup> January 2026**

**TO: ALL MEMBERS OF LLANYBLODWEL PARISH COUNCIL**

You are hereby summoned to attend a Meeting of Llanyblodwel Parish Council on **Thursday 15<sup>th</sup> January 2026, starting at 7.30 p.m** to be held in the Llanyblodwel and Porthywaen Memorial Institute for the transaction of the following business.

Press and members of the public welcome.

*A Jones*

Amy Jones - Clerk

## **A G E N D A**

- 01.26 Apologies for absence**  
To receive apologies for absence.
- 02.26 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.
- 03.26 Public Participation Session**  
A period of 15 minutes will be set aside for the public to speak on any items on the agenda.
- 04.26 Minutes**  
To confirm the minutes of the Meeting of the Parish Council held on 20<sup>th</sup> November 2025.
- 05.26 Planning Matters**  
**a) Planning Decisions, Updates and Appeals – To note**  
I. **Reference:** 25/04141/FUL (validated: 13/11/2025)  
**Address:** Bryn Uchaf, Pen-y-bont Llanerch Emrys, Oswestry, Shropshire, SY10 9JQ  
**Proposal:** Proposed replacement porch  
**Decision:** Grant Permission  
**b) Planning Applications for consideration** (Please view Shropshire Council Planning Register online prior to the meeting.  
II. **Reference:** None received at the date of this agenda.  
**c) Consider Planning applications not listed above that are received after the issue of this agenda and are included on Shropshire Council's website.**
- 06.26 Reports – To consider**  
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**
- 07.26 Finance**  
a) **To approve the following payments:**

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Cheque No/BACS ref	Payee	Details	Amount (inc VAT)
24	A Jones	Clerks Salary (10 weeks), mileage, HOA. £84.99 – Reimbursement for Office 365 Annual Subscription	£740.95
25	HMRC	PAYE Payments and NI	£216.71
DD	Shropshire Council	Streetlight Energy – 3 <sup>rd</sup> Quarter	£182.38
26	A.G Royce	Annual Grounds Maintenance Fee	£2690.00
27	Llanyblodwel & Porthywaen Memorial Institute	Hall Hire 2025	£140.00
DD	Shropshire Council	May 2025 Election Charges	£125.00
DD	Ocean Telecom	Phone services – E-SIM (08.12.25 – 31.01.26)	£27.67
Direct	Unity Trust	Bank Charges – 1.11.25-30.11.25 paid 31.12.25	£6.00
		Bank Charges – 1.12.25 – 31.12.25 to be paid 31.01.26	£6.00

- b) **To note income received.** Bank Interest paid 31.12.25 - £207.14.
- c) **To approve the bank reconciliation up to and including 31.12.25.**
- d) **3<sup>rd</sup> Quarter Budget Report** – Consider as part of the 2025/26 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.

08.26

## 2026/27 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 presented under the following headings:**
  - I. Income (Receipts)
  - II. Staff Costs (Payments) and received proposal from the Chair and Vice Chair following a review of the Clerk's Job Description and Appraisal
  - III. Admin (Payments)
  - IV. Parish Maintenance and Projects (Payments)
- c) **To agree the budget for 2026/27 and agree the parish precept**

09.26

## 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

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- f) Parish Council Policies:
  - I. Complaints Policy
  - II. Health and Safety Policy
  - III. Risk Management Scheme, Risk Register and Asset Inspection Schedule
  - IV. Defibrillator Maintenance Policy
  - V. Dignity at Work Policy
  - VI. IT Policy

## 10.26 Asset Management / Parish Maintenance / Parish Matters

### a) Closed Churchyards

- I. Receive a Headstone Report (Morton)
- II. To note the Grounds Maintenance Contract for the Closed Churchyards ends 31<sup>st</sup> March 2026. Consider the Contract Specification for 2026 – 2031 before inviting companies to quote.

b) **Llanyblodwel Red Phonebox** – Receive an update on the possible installation of a Defibrillator cabinet and Defibrillator, funded by Llanyblodwel Community Group.

c) **Shropshire's Nature Recovery Strategy** – Discuss (Cllr Cross).

d) **Parish Council Phone** – To note that they E-SIM is now active but that a new handset is required. Discuss options.

e) **Streetlights** – Consider quote for electrical checks and condition survey.

## 11.26 Shropshire Council Devolution Pilot

Discuss information received from Shropshire Council.

## 12.26 Community Consultation / Parish Plan Refresh

Discuss

## 13.26 Correspondence - To note and consider (where stated):

- a) SALC and NALC Newsletters and Bulletins.
- b) PPC Newsletters
- c) SALC – Training Schedule 2026
- d) School Library Service (SLS) Expression of Interest
- e) Introducing Severn Trent's Community Flood Team
- f) Consultation details for Shropshire's Destination Management Plan

### For consideration:

- a) Severn Valley Water Management Scheme - Consultation

## 14.26 Next Meeting

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

Thursday 19th March - 7.30pm

Thursday 21st May - 7.00pm – Annual Parish Meeting followed by the Annual Meeting of the Council.

Thursday 16th July - 7.30pm

Thursday 17th September - 7.30pm

Thursday 19th November - 7.30pm