

HORDLEY PARISH COUNCIL

Chair: Cllr Derek Clifford

Clerk to the Parish Council: Rosemary Wood of 5 Newtown Gardens, Baschurch, Shrewsbury SY4 2HF

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15 May 2022

To: All Members of Hordley Parish Council

Dear Sir/Madam

NOTICE IS HEREBY GIVEN that the **ANNUAL MEETING of Hordley Parish Council** will be held at **7:30pm** on **THURSDAY 19 MAY 2022** at Hordley Village Hall and Members are hereby summoned to attend for the purpose of transacting the following business.

R. A. Wood

Rosemary Wood

Clerk to the Parish Council

AGENDA

1.22	TO ELECT A CHAIRMAN
2.22	TO ELECT A VICE-CHAIRMAN
3.22	TO RECEIVE APOLOGIES FOR ABSENCE
4.22	DISCLOSABLE PECUNIARY INTERESTS AND ANY OTHER INTERESTS IN AGENDA ITEMS 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 any applications for dispensation. c) Declaration of any other interests in agenda items.
5.22	TO RESOLVE THAT THE MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 17 MARCH 2022 ARE A CORRECT RECORD
6.22	PUBLIC PARTICIPATION SESSION - a period of 15 minutes will be set aside for the public to speak on items on the agenda (this may be extended at the discretion of the Chairman).
7.22	PARISH COUNCIL REPRESENTATION ON OUTSIDE BODIES To nominate councillors to represent the Parish Council on the following bodies: a) SALC North Shropshire Area Committee b) Hordley & Bagley Village Hall c) ABP Liaison Committee d) Helicopter Noise Group e) Other
8.22	TO RECEIVE AND CONSIDER REPORTS a) ABP representatives b) Shropshire Council elected councillor c) Clerk's report d) Other reports - from councillors attending meetings, training sessions and site visits on behalf of the Parish Council
9.22	YEAR END FINANCE/ANNUAL ARRANGEMENTS a) Annual Arrangements:

	<ul style="list-style-type: none"> (i) Insurance policy - to consider renewal documentation (ii) SALC/NALC affiliation – to confirm renewal as per budget (iii) SLCC membership – to confirm renewal of Clerk’s membership as per budget b) Banking – to review the following banking arrangements: <ul style="list-style-type: none"> (i) Cheque signatories (ii) Direct debits c) Year End 2021/22 Finance – to consider and approve the following: <ul style="list-style-type: none"> (i) Bank Reconciliation (ii) Receipts and Payments account (iii) Budget Report (iv) Reserves Statement d) S137 Local Government Act 1972 payments 2021/22 – to note payments of £0
10.22	<p>ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2021/22 PART 2</p> <ul style="list-style-type: none"> a) Annual Internal Audit Report and written report – to consider report and agree any action to take in response b) Annual Governance Statement (Section 1) – to complete and authorise the signing of it by the Chairman and Clerk c) Accounting Statements (Section 2) (as prepared and signed by the Responsible Financial Officer) – to approve and authorise the signing of it by the Chairman d) Certificate of Exemption – to approve for submission to external auditor e) Explanation of Variances – to approve for publication f) Internal Auditor 2022/23 – to agree appointment g) Notice of Electors’ Rights – to note Clerk’s intention to display the Notice of Electors’ Rights for the period commencing on Monday 13 June 2022 and ending on Friday 22 July 2022
11.22	<p>FINANCE</p> <ul style="list-style-type: none"> a) Income received – to note: Shropshire Council, precept (£4,566) b) Outstanding Payments - to approve: <ul style="list-style-type: none"> (i) Rosemary Wood, Clerk’s net pay April (£239.40) (ii) Rosemary Wood, Clerk’s net pay May (£239.40) (cheque postdated 1 June 2022) (iii) Rosemary Wood, Clerk’s half yearly claim (mileage £33.48, office consumables £7.80, home working allowance £31.92) (total £73.20) (iv) SALC, ALC Affiliation fees 1 April 2022 to 31 March 2023 (£171.33) (v) SLCC, Clerk’s Membership renewal (£40) (vi) Zurich Municipal, insurance premium 1 June 2022 to 31 May 2023 (£224) (vii) Bernard Townson, internal audit 2021-22 (£80) c) Other income/invoices received after agenda sent out – to note/approve
12.22	<p>PLANNING & HIGHWAY MATTERS</p> <ul style="list-style-type: none"> a) To consider Planning Applications notified by Shropshire Council – none at time of issuing agenda b) To note Planning Decisions – none at time of issuing agenda c) To consider and note any Planning Correspondence or Decisions received after agenda sent out d) To note road closures – none at time of issuing agenda
13.22	<p>POLICIES AND PROCEDURES</p> <p>To review the following policies:</p> <ul style="list-style-type: none"> a) Standing Orders b) Financial Regulations c) Code of Conduct d) Scheme of Delegation e) Action Plan
14.22	<p>PUBLIC ACCESS DEFIBRILLATOR</p> <ul style="list-style-type: none"> a) Public Access Defibrillator – to agree location and purchase b) Electrician – to consider delegating power to Clerk to agree a quote for fitting of the defibrillator by an electrician

15.22	GRANT APPLICATION To consider a grant application from the PCC of Hordley
16.22	ORDINARY MEETINGS OF THE PARISH COUNCIL 2022/23 To agree dates to hold meetings for the period June 2022 to May 2023.