***Clerk: Mrs Jayne Madeley BA 01746 785175 email:*** [***clerk@littlewenlock-pc.co.uk***](mailto:clerk@littlewenlock-pc.co.uk)***.***

***Website www.littlewenlock-pc.co.uk***

**You are hereby invited to the Meeting of the Parish Council on**

**Tuesday 4th May 2021** **via zoom** **at 7.30 pm.**

**PLEASE NOTE CHANGE OF DATE AND DAY.**

**Members of the public are welcome to attend the meeting. To find out how please contact the clerk via email.** [**clerk@littlewenlock-pc.co.uk**](mailto:clerk@littlewenlock-pc.co.uk)

**1. Election of Chair.**

**2. Public Session.**

**3. Record members present.**

**4. Receive apologies and reasons for absence.**

**5. Dispensations and declaration of personal or prejudicial interests.**

**6. Election of.**

**a.** Vice Chair

**b.** Little Wenlock Village Hall and Playing Field Committee.

**c**. Wrekin Forest Partnership.

**d.** Wrekin Rural Parish Forum.

**e.** Shropshire Association of Local Councils.

**f.** Local Access Forum.

**g.** Snow Liaison volunteer.

**h.** informal group discussing ways to improve traffic matters around The Wrekin.

**7. Allocation of Consultation Responsibilities:**

* 1. Highways and Public transport
  2. Snow Warden and winter gritting
  3. Litter Picking
  4. Rights of Way
  5. Dogs

1. **Annual Review of Risk Assessment and policies:**
2. Assets Register
3. Standing orders, financial regulations, and financial risk assessment.

C. All other policies listed in report.

**10. Minutes of the meeting held on 12TH April 2021**

**11. Borough of Telford and Wrekin Liaison.**

**12. Casual Vacancy update.**

**13. Finance.**

**a. Consider payment of invoices.**

1. SSE street lighting to be confirmed at meetings

2. Mrs J E Madeley £508.04 Chq 2167

3. HMRC £22.40 Chq 2168

4. Shropshire Council Pension (online payment) £178.80

5. Med UK £1320.00 Chq 2160

6. TWC £300.00 replacement for Chq 2137. Chq 2161.

7. Mrs J Madeley Expenses £53.75 Chq 2169

**b.** Consider paying a contribution to the village hall committee towards the spruce up of the play equipment and adult gym equipment before re opening after lock down (£100.00 or the £350inv.)

**c.** Bank Reconciliation. Apr 21

**d.** New Bank Account.

**14. Annual Audit:**

**a.** Consider approving completion of the certificate of exemption of external audit.

b. Approve internal audit.

c. Approve annual governance statement.

d. Approve annual accounts statement.

**15. Parking at the foot of The Wrekin.**

a. Response from Email.

**16. Planning:**

**a. New Applications: a.**

* **TWC/2021/0371 Erection of a garden room 8 Crofters View Little Wenlock.**

**b. Decisions:** None.

**c.** **Tree Preservation Order.** Old Hall Little Wenlock.

**17. Community Safety**

**a.** Confirmation the Playsafety ROSPA inspection will be carried out shortly.

**b. Adult Gym repairs.** Contractor still waiting for parts.

**c.** **SID.** Ordered and awaiting delivery.

**18. Information Sheet and Newsletter**

**19. Clerk’s Report.**

**20. Individual Councillors Report and updates:**

**a.** Update from Rights of Way Telford and Wrekin.

**b.** Village hall and playing fields committee.

**21. Correspondence:**

**a.** Countryside Voice.

**b**. Shropshire’s Outstanding Community Competition.

**c.** Email regarding Armed Forces Covenant.

**d.** SALC Code of conduct training.

**22. Date of next schedule meeting to be confirmed.**

Next scheduled meeting is 14th June 2021.

**Report**

**8c. List of Policies:**

1. Code of Conduct
2. Communications Policy
3. Freedom of Information Model Publication Scheme
4. General Data Protection Regulations
5. Grant Awarding Policy
6. Media Policy
7. Social Media Policy
8. Pre Application Policy (for developers approaches)
9. Co option Policy
10. Vexatious Public Policy

**12. Casual Vacancy**

**Elections dept at Telford and Wrekin Council confirm that there has not been a reqeust from 10 electors for a ballot to fill the vacancy.**

**19.**

1. Clerk has been liaising with auditor.
2. Preparing for this agenda.