***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**

**Monday 19th July 2021** **in the village hall large hall** **at 7.30 pm.**

**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)**.**

Due to covid 19 roadmap rules the number of people who can attend is limited please ensure you book a place. Please wear a mask and use hand sanitiser.

**1. Public Session.**

**2. Record members present.**

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

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

**5. Minutes of the meeting held on 14th June 2021**

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

**7. Finance.**

**a. Consider payment of invoices.**

1. SSE street lighting £16.47, £27.81, and £9.79. July.

2. Mrs J E Madeley July Salary £578.35 Chq 2178

3. HMRC PAYE July £31.80 Chq 2179

4. Shropshire Council Pension (online payment) £193.69

5. ICO £35.00 dd

6. E. on £192.00 Annual contract. Chq 2180

7. Mrs J Madeley Expenses £65.55 Chq 2181

8. Mrs J Madeley Aug Salary £578.55 Chq 2182

9.HMRC PAYE August £31.60 Chq 2183

10. Shropshire Council Pension £193.69 (online payment)

**b.** Bank Reconciliation. Apr 21

**c.** New Bank Account. Update.

**d.** Closing Barclays Bank account.

**e.** Boiler change at Village Hall Grant.

**f.** Community Interest Groups**.** Report.

**g.** Borough Councillor Pride Fund.

**h**. Electricity prices. (Available 16th July).

**i**. Internal Audit recommendations

**j**. Clerk’s underpayment of salary.

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

a. Update.

**9. Planning:**

**a. New Applications:**

* TWC/2021/0620 Erection of 1 garden log cabin. 4 Clee Rise Little Wenlock.

**b. Decisions:**

* TWC/2021/0250 Erection of a first-floor roof terrace above existing garage (Amended plans) 6 Manor Farm The Alley Little Wenlock. **Full Planning Permission.**
* TWC/2021/0480 Installation of a 1 ground floor bay window to front elevation.

(Part-retrospective) Baytree Church Lane Little Wenlock. **Full planning permission.**

**c.** Any other planning matters:

**10. Community Safety**

**a. SID.**

**b**. **New Works Strimming.**

**11. Littlewenlock.org. the future management of this website site.**

**12. Clerk’s Report.**

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

**a.** Update from Rights of Way.

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

**14. Correspondence:**

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

Next scheduled meeting is 13th September 2021.

**Report**

**8.** **Meeting with Telford and Wrekin Highways officers.**

**The Wrekin**

Investigations are ongoing into surveys and solutions to traffic management of all sorts of traffic.

They are receiving concerns but also complements about the system as it is at present. The final solution is not yet in place.

**The traffic management scheme in Little Wenlock.**

The speed indicator device and traffic recorder may be in place before the meeting or a few days after. The device is being collected from my home and installed. I have put Smartwater on it and charged the battery. The management of it will be sorted out after installation. Getting it working at is priority.

**Quite Lanes**

Data needs to be collected on traffic movements on the lanes. The lanes also need to fit the guidance. I have the guidance. If the data has not been collected it will be collected in late September. Road data is never collected in August.

**Speed limit is New Works.**

Whatever needs doing to get new signage in place and a Traffic Regulations Order implemented will be done sooner rather than later.

**9. Internal Audit Report.**

**Recommendations**

1. Put in place contract for grounds maintenance contractor and review it periodically, to include considering the need to seek alternative quotes.
2. Specific numerical details of the budget and precept set should be included within the minutes for clarity and transparency.
3. Review reserves and consider whether to transfer some of the unearmarked reserves into earmarked reserves.
4. Check amount of VAT claimed against cashbook and rectify with HMRC on the next claim if there is a discrepancy.
5. Ensure the full list of required info is published.
6. Ensure notice for exercise of public rights is published online.
7. Consider getting a valuation of the war memorial and insuring it.
8. Check salary and pension payments. *Clerk has been paying herself 4x hours and rate. Instead of working out the weekly rate multiplying by 52 and dividing by 12. A loss of 4 week a year salary.*

**10. CIC Clerk** has sought advice regarding giving CICs grants. The answer from NALC (National Association of Local Councils) is:

“A Parish Council can donate to a Community Interest Company providing the parish council consider it to be commensurate with the community.”