# **Minutes of the meeting of Little Wenlock Parish Council held on Tuesday 4th May 2021 via zoom. (to comply with out of covid roadmap, covid emergency powers legislation and local government law.)**

1. **Election of Chair.**

It was RESOLVED to elect Councillor J Marcham to the chair.

1. **Public Session.**

No members of the public were present.

1. **Record members present.**

 Councillors Marcham, Betts, Pennells and Stevens were present. Also, present Borough Councillor Seymour.

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

All present no apologies.

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

None.

1. **Election of.**

**It was RESOLVED to elect the following councillors to the following positions:**

 **a.** Vice Chair. **Councillor Betts**.

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

 **c**. Wrekin Forest Partnership. **Councillor Stevens.**

 **d.** Wrekin Rural Parish Forum. **Clerk and councillors Adhoc.**

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

 **f.** Local Access Forum. **Councillor Marcham.**

 **g.** Snow Liaison volunteer. **Councillor Marcham**.

 **h.** informal group discussing ways to improve traffic matters around The Wrekin. **Volunteers as and when required.**

**7. Allocation of Consultation Responsibilities:** It was RESOLVED to elect the following:

* 1. Highways and Public transport. **Councillor Betts.**
	2. Snow Warden and winter gritting. **Councillor Marcham.**
	3. Litter Picking. **Councillor Stevens.**
	4. Rights of Way. **Councillor Betts.**
	5. Dogs. **Councillor Stevens.**
1. **Annual Review of Risk Assessment and policies:**

**It was RESOLVED these documents were reviewed.**

1. Assets Register
2. Standing orders, financial regulations, and financial risk assessment.

C. All other policies listed in report.

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

It was RESOLVED to sign and approve the minutes of the meeting held on 12th April 2021.

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

The counter system is now in place at the foot of The Wrekin. It will count all those using the cycle lanes. Cycles, Pedestrians, Horse Riders, and motorised vehicles. She has asked for a weekly update of figures.

 **11. Casual Vacancy update.**

10 residents have not called for a ballot to fill the casual vacancy. Therefore, the parish council can fill the casual vacancy using co-option. Clerk has put adverts on the noticeboards and on social media.

 **12. Finance.**

**a. Consider payment of invoices.**

 It was RESOLVED to pay the following invoices:

 1. SSE street lighting to be confirmed at meetings. To be confirmed at the next meeting.

 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.) It was RESOLVED to pay £100.00.

 **c.** Bank Reconciliation. Apr 21. Noted.

 **d.** New Bank Account.The account is open. It needs verification by the three councillor signatures.

 **13. Annual Audit:** Deferred audit not received.

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.

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

 a. Response from Email. No response has been received clerk to chase before the June meeting.

 **15. Planning:**

 **a. New Applications: a.**

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

It was RESOLVED to raise no objection.

 **b. Decisions:** None.

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

**16. Community Safety**

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

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

 **c.** **SID.** Ordered and awaiting delivery. Noted. The only suitable site for installation is on Wellington Road near Spout Lane.

 **17. Clerk’s Report.** Noted.

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

 **a.** Update from Rights of Way Telford and Wrekin. The contractor has been contacted for a new quote for the works on the damaged badger set run on Coalbrookdale Road.

 **b.** Village hall and playing fields committee. The grant application has been accepted another result is awaited.

 **19. Correspondence:**

 **a.** Countryside Voice. Hand to chair.

 **b**. Shropshire’s Outstanding Community Competition. Email out to councillors.

 **c.** Email regarding Armed Forces Covenant. Look into further for next meeting.

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

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

Next scheduled meeting is 14th June 2021. The meeting was declared closed at 8.30pm.