

COUND PARISH COUNCIL

Chairman:	Cllr S D Scott Harnage Grange Cressage Shrewsbury SY5 6EB	Clerk:	Kathy Symonds 6, The Barns Upper Cound Farm Shrewsbury SY5 6BL
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MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.30pm ON 16th MAY 2019 AT THE GUILDHALL COUND

Present: Parish Councillors S Scott (Chairman), L Clutterbuck, R Davies, S Green, J Hall, S. James, T Roberts, R Sartain, M Smith, Shropshire County Councillor C Wild

Clerk: Kathy Symonds

01.19 Election of Chairman

The Clerk asked for nominations for Chairman. It was proposed by Councillor Hall and seconded by Councillor Sartain

that Councillor S. Scott be elected as Chairman for the ensuing municipal year.

02.19 Chairman to sign Declaration of Acceptance of Office

Councillor Scott signed the Declaration of Acceptance of Office, and this was acknowledged by the Parish Clerk.

03.19 Election of Vice Chairman

It was proposed by Councillor Hall and seconded by Councillor Scott

that Councillor T Roberts be elected as Vice- Chairman for the ensuing municipal year.

04.19 Apologies for Absence

An apology was received from Councillor S James. The reason given was accepted by the Council.

05.19 Disclosable Pecuniary Interests

- a) Councillor M Smith declared an interest in agenda item 21.19/2b
- b) There were no applications for a dispensation regarding disclosable pecuniary interests

06.19 Public Participation session/Matters of Concern/Parish Matters

No members of the public present and no Parish Matters raised

07.19 Minutes of the Parish Council Meeting held on 21 March 2019

The minutes of the previous meeting had been circulated.

It was proposed by Councillor Green and seconded by Councillor Davies and

Resolved (without opposition)

That the minutes of the Parish Council Meeting held on 21 March 2019 be accepted as a true record.

The minutes were signed accordingly.

08.19 Matters arising from the minutes of the Parish Council Meeting of 21 March 2019

- a) Item 99.18 - reporting potholes on the Shropshire Council website
The Clerk had forwarded the link to the portal to report potholes to Councillors, and placed the link on the Parish Council website. She will contact Village Life to ask for the link to the portal to be published.
- b) Item 101.18 - the 'speeding traffic' problem in Upper Count - moved to next meeting agenda for update

09.18 Appointment of member representatives for outside bodies

It was resolved that Councillor Roberts be appointed as LJC Representative and
Councillor Green be appointed as SALC Area Committee Representative

10.19 To receive reports from Shropshire Councillor and/or local Police Officer

Councillor Wild outlined the benefits of adopted the SmartWater security marking scheme. This has been very successful in reducing crime in other Shropshire Parishes. SmartWater are offering a 25% discount for parishes that buy one set for every household. That makes the cost per household £7.50.

ACTION: Clerk to invite Ram Ashton of SmartWater to attend the next PC meeting to make a presentation.

Clerks' note: This has been arranged.

Councillor Wild advised that Shropshire Council is reducing from 3 planning committees to 2, North and South. It is not anticipated that this will have any adverse effect on the service level.

Shropshire Council has declared a Climate Emergency. Their aim is to be carbon neutral by 2040.

Re Count Bridge : Gurnek Singh had submitted his report with recommendations for what work should be done to improve the accessibility.

ACTION: Clerk to ask for a copy of the report and circulate to Councillors.

11.19 To receive the defibrillator audit check for the period

Councillor Roberts presented the audit check for the period up to 13th May 2019. There were no issues to report.

12.19 To consider participation in the celebrations of the 75th Anniversary of VE Day on 8th through to the 10th May 2020

Councillor Roberts will find out more about what activities might be appropriate. He will ask the Tower Captain whether there is a plan to ring the bells at St Peter's.

Agenda item taken forward to PC meeting on November 21st 2019.

13.19 Review and re-adoption of updated Standing Orders

The Standing Orders had been circulated for review by Councillors before the meeting.

It was proposed by Councillor Roberts, seconded by Councillor Smith and resolved (without opposition) that the Standing Orders dated 10/05/19 be re-adopted by the Council.

14.19 To review and re-adopt Financial Regulations

These Financial Regulations had been circulated for review by Councillors before the meeting.

It was **proposed** by Councillor Roberts, seconded by Councillor Green and **resolved (without opposition)** that the revised Financial Regulations dated 10/05/19 be adopted by the Council

15.19 To receive and review the risk assessment schedule

The risk assessment schedule had been circulated for review by Councillors before the meeting.

It was **resolved (without opposition)** that the revised risk assessment dated 16/05/19 be adopted by the Council. The Chairman signed the hard copy.

16.19 To receive and review the asset register as at 31/03/19

Council considered the fixed asset register as at 31/03/19 and **resolved** to adopt it.

17.19 To appoint insurers for the period 01/06/19 - 31/05/20

Came and Co had submitted a quote for insurance for the next year at the same premium as last year - £218.

It was **resolved (without opposition)** that Came and Co be appointed as insurers for the period 01 June 19 - 31st May 20.

18.19 Clerk's Report

The Clerk reported some of the activities she had been involved in since the last meeting and on-going work:

- Minutes and admin from last meeting
- Regular correspondence, bank, bank recs, payments, etc.
- Completed year end 2019/20 accounts
- Prepared annual return
- Submitted files for Internal Audit. Sue Hackett reported no major issues
- Updated:
 - Standing Orders,
 - Financial Regulations
 - Risk Assessment schedule
- Updated the asset register
- Met with Cllr Roberts re tidy up of website

To do:

- Post notices for exercise of public rights to inspect
- Submit AGAR
- Insurance for next year

19.19 Annual Return for the year ended 31 March 2019

- a) Final bank reconciliation and accounts 2018/19
Council approved the year end bank reconciliation as checked by the Internal Auditor and the Chairman. The final year end detailed accounts were approved.
- b) Internal Audit report 2018/19
Council considered the Internal Audit report and noted that the Council's system of Internal Controls was operating effectively.
- c) Certificate of Exemption

Council confirmed that it meets the criteria for certifying itself as exempt from the full requirements for external audit. The RFO and the Chairman signed the Certificate of Exemption for submission to the external auditor.

d) Annual Governance statement

Council considered each internal control statement per The Governance Statement (1-9) and confirmed their agreement that each was met. The Clerk completed the Annual Governance Statement to this effect and the Chairman and Clerk signed the statement as approved.

e) Summary accounting statements for 2018/19

It was **resolved (without opposition)** to confirm the accuracy of the accounting statements. The Chairman signed the summary accounting statements in the Annual Governance and Accountability Return as approved.

20.19

Current Year Financial matters

a) **To approve outstanding accounts for payment**

Accounts for payments Apr/May 19 from Treasurers' Account

Date	Payee	Description	Amount
16/05/2019	Mrs KJ Symonds	Clerk's net pay Apr/May 19	359.20
16/05/2019	HMRC	PAYE re Apr/May Clerk's salary	89.60
16/05/2019	Mrs KJ Symonds	Clerk's expenses Apr/May 19	39.86
16/05/2019	SDH Accounting	Internal Audit Mar 19	125.00
16/05/2019	Hutchinson Groundcare Ltd	April Inv 2995	173.00
16/05/2019	SALC	ALC affiliation fees	201.56
Total			988.22

It was proposed by Councillor Hall and seconded by Councillor Roberts and

Resolved (without opposition)

that the above accounts be approved for payment.

b) Bank reconciliation to 12 May 19

The bank was reconciled at £9,524.20, being the online banking balances on the date the meeting Agenda was prepared. Of this, 'ring-fenced' cash was £352.81 relating to the Transparency Code funding. The bank reconciliation was agreed and signed by the Chairman.

21.19 Planning

1. Decisions to note:

- a) Ref: 19/00921/LBC
Validated: 4 March 2019
Address: Fulway Cottage Cound Moor Shrewsbury Shropshire SY5 6AY
Proposal: Internal works to create bathroom facilities affecting a Grade II Listed Building
Status: Permission granted 29 April 2019

2. Planning applications for consideration

- a) Ref: 19/01474/FUL
Validated: 01 Apr 2019
Address: 2 Golding Acton Pigott Shrewsbury Shropshire SY5 7HJ
Proposal: Erection of a field shelter and store
Status: Pending consideration
- b) Ref: 19/01231/FUL
Validated: 20 March 2019
Address: 38 Venus Bank Cound Shrewsbury Shropshire SY5 6AL
Proposal: Erection of a single storey front and side extension
Status: Pending consideration

No objections nor comments were recorded on any of the above planning applications.

22.19 Correspondence

- Precept payment 2019/20 approved and received at £5,756
- Consultation on bus services - forwarded to Councillors 26/03/19

23.19 Dates of 2019/20 meetings

Future meeting dates for 2019/20 are:

- Thursday 18 July 2019 at 7.30 pm at The Guildhall, Cound
- Thursday 19 September 2019 at 7.30 pm at The Guildhall, Cound
- Thursday 21 November 2019 at 7.30 pm at Coundmoor Village Hall
- Thursday 16 January 2020 at 7.30 pm at Coundmoor Village Hall
- Thursday 19 March 2020 at 7.30 pm at Coundmoor Village Hall
- Thursday 21 May 2020 at 7.30 pm at The Guildhall, Cound (APM and AGM)
- Thursday 16 July 2020 at 7.30 pm at The Guildhall, Cound

24.19 Future Agenda Items

- a) SmartWater - see minute ref 10.19
b) Speeding traffic/lack of visibility by the tennis club

25.19 Date and time of next meeting

The next meeting will be held on Thursday 18 July 2019 at 7.30pm at The Guildhall, Cound.

The Chairman thanked everybody for attending and the meeting closed at 8.42 pm.

Signed by Chairman: _____ Date: _____