

**Minutes of the Annual General Meeting
held at Turreff Hall on 10th May 2010**

Present: Councillors A Baker, Mrs V Brown, Mrs E A Clare, M Edwards, B Green, Mrs P A Green, Mrs R Gregory, J Hockin, J Lavery, Mrs B Mason, C Mason, P Norton, G Platt, J Thompson, K Watkins.

Also Present: R Morgan (Parish Clerk).

1. Chair of Council

Nominations were requested for Chair of this Parish Council for the forthcoming year 10th May 2010 to May 2011. Councillor C Mason was nominated by Councillor B Green and seconded by Councillor Mrs E A Clare. No other nominations were received.

Resolved - that the Chairman for 2010 to 2011 is Councillor C Mason.
Councillor C Mason then signed the Declaration of Office.

2. Vice-Chair of Council

Nominations were requested for Vice-Chair of this Parish Council for the forthcoming year 10th May 2010 to May 2011. Councillor Mrs P A Green was nominated by Councillor Mrs B Mason and seconded by Councillor P Norton. Councillor J Thompson proposed Councillor Mrs E A Clare who declined the offer but thanked him for his consideration. No other nominations were received.

Resolved - that the Vice-Chair for 2010 to 2011 is Councillor Mrs P A Green.

3. Apologies: Councillor Mrs V Brown.

Resolved – that the apology is accepted.

4. Declaration of Interest: As per Register.

5. Appointment of representatives to external organisations

- a. Wrekin Area Committee – Councillor K Watkins
- b. Shropshire Playing Fields Association Executive Committee – Councillor J Lavery.
- c. Lilleshall Memorial Hall – Councillors A Baker and G Platt.
- d. Wrekin and District Sports Advisory Council – Councillor J Lavery.
- e. Bus User Group Telford Area – Councillor C Mason.
- f. Bus Users Group Rural Area – Councillors P Norton, J Hockin.
- g. Donnington Partnership – Councillor Mrs P A Green (Reserve P Norton).
- h. Granville Country Park Steering Group – Councillor C Mason.
- i. Snow Liaison Officers
Donnington – Councillor Mrs V Brown
Lilleshall – Councillor G Platt
Muxton – Councillor Mrs R Gregory
- j. Newport Regeneration Committee – Councillor P Norton.
- k. Police Community Consultative Group (PCCG) – Councillors B Green, J Lavery and C Mason.

Resolved - that the above Councillors represent the Parish Council on these external organisations.

6. Appointment of Committees

As a result of the decision to continue holding one full Council meeting per month for the forthcoming year (excluding August) the following Committees and their members were appointed.

Planning

Councillors: A Baker, Mrs V Brown, M Edwards, B Green, Mrs P A Green, Mrs R Gregory, J Hockin, J Lavery, G Platt, J Thompson, K Watkins.

Staff and Personnel

Councillors: Mrs V Brown, M Edwards, Mrs R Gregory, P Norton, G Platt, K Watkins.

The Chair and Vice-Chair are ex-officio members of all Committees except Staff and Personnel. The Chair will not be an ex-officio member of this Committee.

Resolved - that under LGA 1972 s101 the above Committees be arranged for the discharge of functions on behalf of the Parish Council and that the above Councillors be elected onto these Committees.

7. Affiliation/Subscription Fees

Councillors discussed the renewal of the membership/subscription to the Shropshire Association of Local Councils (SALC).

Resolved - to renew the Parish Council's membership to SALC and pay the subscription fee of £1,639.94

8. Meetings 2010/2011

Each Councillor received a draft copy of dates proposed for forthcoming meetings for 2010/2011.

Resolved – that the proposed timetable for the forthcoming meetings for 2010/2011 is accepted.

9. Minutes

To confirm the following minutes of the meetings of the Council:

- a. Full Council of 12th April 2010.

Resolved - that they are confirmed and signed as a true record.

- b. Full Council of 19th April 2010

Resolved - that the amended minutes are confirmed and signed as a true record and that the Clerk notifies Telford & Wrekin Council Planning Department of the changes.

10. Matters Arising from Minutes

Councillor A Baker asked for clarification regarding the Community Fund and Grants to groups run by Telford & Wrekin Council.

Councillor Mrs E A Clare informed the Council of issues regarding the footpath along Old Hall, Donnington and the cost of reinstating it. It may be possible to cost share with the Borough Council and asked that this be placed on the agenda for discussion at the next Council meeting.

Councillor Mrs R Gregory informed the Council that the road works along Wellington Road, Muxton were behind schedule and as such had been extended for another three weeks.

11. Expenditure Transactions

Each Councillor received a copy of the expenditure transactions for March 2010.

Resolved – that the expenditure transactions for March 2010 are accepted as a true record.

12. Bank Reconciliation

Each Councillor received a copy of the bank reconciliation as at 31st March 2010.

Resolved – that the bank reconciliation as at 31st March 2010 is accepted as a true record.

13. Signatories for Bank Accounts

Resolved – that the Signatories for the Parish Council Bank Account remain as Councillors Mrs E A Clare, Mrs P A Green, Mrs R Gregory and C Mason and the signatories for the Parish Council Deposit Account with Halifax Bank of Scotland remain as Councillors Mrs E A Clare, Mrs P A Green, C Mason and P Norton.

14. Financial Management

Councillors reviewed the following documents regarding the Parish Council's Financial Management:

a. The Parish Council's Financial Regulations

Resolved – that the current Financial Regulations for this Parish Council are deemed to be adequate and are to be reviewed again in the next financial year. Councillor P Norton proposed a vote of thanks for the work undertaken by the Clerk and the Assistant Clerk with regard to the Parish Council's accounts.

b. The effectiveness of its Internal Controls

Resolved – that the Parish Council's Internal Controls are deemed to be adequate and are to be reviewed in the next financial year.

c. The Parish Council's Risk Management.

Resolved – that the current Risk Assessment for this Parish Council is deemed to be adequate and is to be reviewed in the next financial year.

15. Payments by Direct Debit

Each Councillor received a copy of a list of service/utility providers paid by way of Direct Debit by this Parish Council.

Resolved - to ratify the continuation of paying the service providers listed by Direct Debit. The Clerk was asked to examine costs from other suppliers of gas and electric as and when the contracts come up for renewal.

16. Payments by Personal Credit Cards

The Chair informed the Committee that on certain occasions it is, and has been, necessary for the Clerk to purchase items, which includes the annual payment to Symantec Internet Security, by use of his own personal credit card.

Resolved – that the Clerk is authorised to continue using his personal Credit Card for purchases that can only be obtained by no other means and that the Council is to reimburse him as soon as possible upon production of receipts.

17. Proposed new bus services for Telford

Each Councillor received a copy of the response from Telford & Wrekin Council regarding the proposed new bus services for Telford. Councillors were not satisfied that the new proposals would mean long journeys for residents of this parish wishing to access the Princess Royal Hospital, especially the elderly. Members were also disappointed that The Humbers had still not been include on a bus route despite numerous requests from this Parish Council and the fact that the 481 route now includes Lichfield along its new route.

Resolved – that the Clerk writes to Arriva expressing this Councils disappointment. Councillors were also informed that Arriva had been sold to Deutsche Bahn, a German Company.

18. Annual Report 2009/2010

Each Councillor received a copy of the Annual Report for 2009/2010. The Chairman thanked the Clerk and staff for producing this document.

19. Correspondence

The Chairman informed the Council that the following items of correspondence had been received at the Parish Office:

- a. **Telford Green Gym** – invites you to its steering group meeting on Thursday 10th June 2010 at Coalbrookdale Community Centre between 10.30am and 3pm.
- b. **Email received from Robin Glover** – informing the Council that the new Tennis Centre at Oakengates Leisure Centre has received cabinet approval, planning permission and LTA (Lawn Tennis Association) approval. Construction is due to start this summer with the centre opening in April 2011.

20. Date of Next Meeting

The Chairman informed Council that the next meeting will be a Planning Committee meeting which will be held on Monday 17th May 2010 at 7pm at Turreff Hall. The next full Council meeting will be on 7th June 2010 at Turreff Hall commencing at 7pm.

The meeting closed at 2000hrs.

Signed:

Date: