

Clerk/RFO to the Council: Caroline Higgins
Chairman: Cllr Fred Jones

Parish Office
Lyth Hill Road
Bayston Hill
Shrewsbury
Telephone/Fax: 01743 874651
E-mail: baystonhillpc@hotmail.com
www.shrop.net/baystonhill

Dear Councillor,

You are summoned to attend a meeting of the Full Council on Monday 22nd February 2016 at 7.30 p.m. in the Memorial Hall.

Caroline Higgins

Caroline Higgins
Clerk to the Council

15th February 2015

A G E N D A

- FC20.16 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**
- FC21.16 **DISCLOSABLE PECUNIARY INTEREST** - *Disclosure of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer.*
- FC22.16 **PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS** - *To allow members of the public the opportunity to speak on an item listed on the Agenda up to a maximum of 3 minutes.*
- FC23.16 **MINUTES** - *To approve and sign the minutes of the Full Council meeting held on Monday 18th January 2016.*
- FC24.16 **MATTERS ARISING** - *Any matters arising from the minutes of the Full Council meeting held on Monday 18th January 2016.*
- FC25.16 **CHAIR'S REPORT**
- FC26.16 **CLERK'S REPORT**

- FC27.16 **REPORT FROM SHROPSHIRE COUNCIL REPRESENTATIVE** – *Report from Shropshire Councillor Ted Clarke.*
- FC28.16 **TO APPROVE AND SIGN ALL PAYMENTS** – *to follow;*
- FC29.16 **APPOINTMENT OF AUDITORS** -*To consider the expressions of interest and estimated costs of internal audit listed on the attached report and appoint a suitably qualified, independent internal auditor for 2015/16.*
- To note the deadline for opting out of the Sector Led Body for external audit passed on 31st January 2016 and confirm that Bayston Hill Parish Council does not wish to make alternative arrangements for External Audit with effect from April 2017.*
- FC30.16 **LONGMEADOW PLAY PARK IMPROVEMENTS** - *The Council is requested to authorise expenditure for a post installation inspection of the equipment and to consider the quotations listed on the attached report;*
- The Council is further requested to authorise the repositioning of the steps to the slide and to authorise expenditure of up to £400 from the 2015/16 budget.*
- FC31.16 **PARISH COUNCIL WEBSITE** - *To consider a report detailing possible alternatives, (including costs) for the replacement of the Shrop.Net website host which will shortly be decommissioned by Shropshire Council.*
- To identify a preferred option and delegate authority to the Clerk or an appropriate committee to undertake actions as appropriate to set up a replacement website. To authorise any training that may be appropriate to ensure the Clerk is able to maintain the site efficiently.*
- FC32.16 **COMMUNITY LED PLAN** – *To note that no meeting has taken place and defer the item to a later agenda*
- FC33.16 **OAKLANDS/GLEBE FIELD DEVELOPMENT BRIEF** – *To receive an update on the progress of the Steering Group working on the production of a Development Brief for these sites.*
- FC34.16 **MEMBERSHIP OF COMMITTEES** – *To appoint representatives for the Patient Participation Group, who must be registered patients at the Beeches Medical Practice.*
- FC35.16 **MEETING SCHEDULE** – *To note that the Amenities meeting scheduled for 25th January 2016 had been cancelled and to consider an alternative date, if required before the next scheduled meeting on 21st March 2016.*
- FC36.16 **LOCAL COUNCIL AWARD SCHEME**– *To note that the Accreditation Panel has approved the minor changes recommended and has confirmed the award of Foundation Level Award; To approve an amended Council letter head, (see samples attached) and consider issuing a press release to reflect the achievement.*
- FC37.16 **OFFICE IMPROVEMENTS** – *To consider recommendations for the improvement of the Parish Office and management of Parish documents (see*

report attached) and to authorise expenditure from the Office Equipment Budget as appropriate.

- FC38.16 **TRAINING** – *To note the schedule of SALC training courses enclosed with your papers and authorise the Clerk to attend the Audit/End of Year Preparation event on 3rd March 2016 for the fee of £22.00; To identify and authorise any additional training needs of Councillors or staff and authorise attendance.*
- FC39.16 **ADOPTION OF MINUTES FROM COMMITTEES** – *To adopt the minutes and recommendations of the Finance Committee meeting held on 11th January 2016.*
- FC40.16 **EXCLUSION OF THE PRESS AND PUBLIC** - *To pass resolution to exclude the public under Public Bodies (Admission to Meetings) Act 1960, so as to discuss the following confidential matters.*
- FC41.16 **MINUTES** - *To approve and sign the confidential minutes of the Full Council meeting held on Monday 18th January 2016*
- FC42.16 **MATTERS ARISING** – *Any matters arising from the confidential minutes of the Full Council meeting held on Monday 18th January 2016.*