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***‘protecting and improving the quality of life***

***for all Bayston Hill residents’***

**Clerk/RFO to the Council: Caroline Higgins**

**Chairman: Cllr Fred Jones**

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Dear Councillor,

You are summoned to attend a meeting of the Full Council on Monday 27 June 2016 at 7.30 p.m. in the Memorial Hall.

**Caroline Higgins**

**Caroline Higgins** 17 June 2016

**Clerk to the Council**

# A G E N D A

FC61.16 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**

FC62.16 **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.*

FC63.16 **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.*

FC64.16 **MINUTES** - *To approve and sign the minutes of the Annual Council meeting held on Monday 9 May 2016*

FC65.16 **MATTERS ARISING** *- Any matters arising from the minutes of the Annual Council meeting held on Monday 9 May 2016.*

FC66.16 **APPLICATION FOR CO-OPTION -** *To consider an application for Co-option to the Parish Council by Mr Robert Miles*

FC67.16 **CHAIR’S REPORT**

FC68.16 **CLERK’S REPORT**

FC69.16 **REPORT FROM SHROPSHIRE COUNCIL REPRESENTATIVE** – *Report from Shropshire Councillor Ted Clarke.*

FC70.16 **TO APPROVE AND SIGN ALL PAYMENTS –** *to follow;*

FC71.16 **PARISH COUNCIL WEBSITE -** *To receive a progress report and authorise the Website Task & Finish Group to make decisions on the customisation of the new website, to be provided by Web Orchard, (see separate report, to follow). To authorise the registration of a website domain at an approximate cost of £10 per annum.*

FC72.16 **COMMUNITY LED PLAN *–*** *To receive a report on the recent meeting of the CLP Steering Group, which took place on Wednesday 15 June 2016 and consider any recommendations arising.*

FC73.16 **OAKLANDS/GLEBE FIELD DEVELOPMENT BRIEF –** *To receive an update on the progress of the Steering Group.*

FC74.16 **DEVOLUTION OF SERVICES** **–**

* *To receive a report from the Clerk on a range of discussions with both Shropshire Council and other Town & Parish Councils, some of which are considering clustering arrangements to share responsibility for local services.*
* ***To consider which of the threatened services Bayston Hill Parish Council is willing and able to support with effect from 1 April 2017*** *(See separate report on cost estimates, risks and considerations). Specific services within/affecting Bayston Hill include* ***Bayston Hill******library*** *and* ***Lyth Hill Countryside Heritage Site.*** *Discussions on the management of* ***Urban Greenspaces and highway verges****, presently maintained by Shropshire Council will also be the subject of discussions over the next 12 months****.***
* *If willing to consider supporting some services, to consider which other Town & Parish Councils would be the most appropriate partners for Bayston Hill to cluster with, in order to financially support specific threatened services. (NB. It may be appropriate to cluster with different Parishes for different services). If appropriate,* ***to delegate authority to a suitable Committee to negotiate with delegates from other Parish Councils*** *to secure a fair distribution of risks, costs and benefits and to bring recommendations to Full Council for approval.*
* *To consider how and when the community should be consulted on the devolution of services and the likely impact on the Parish Precept.*
* *To authorise the Clerk to communicate the proposals and decisions of the Parish to Shropshire Council and other Town and Parish Councils, who may approach us, in a timely manner.*

FC75.16 **DATE OF ADDITIONAL MEETING –** *To note that an additional meeting will be arranged to review Standing Orders and Financial Orders on Wednesday* ***27 July 2016*** *and to consider whether that meeting should also encompass further discussion on the devolution of services, if required.*

FC76.16 **ANNUAL REPORT –** *To approve the* ***Annual Governance Statement*** *for the year ending 31 March 2016; To approve the* ***Annual Statement of Accounts*** *for the year ended 31 March 2016.*

FC77.16 **PENSIONS DISCRETIONS POLICY** - *To note that the Council is required to approve a Statement of Policy on Pensions Discretions and share it with the Administrating Authority. The Council is asked to authorise an appropriate Committee to approve a suitable policy as soon as possible. (A template document is available for guidance or the Council may choose its own form of words).*

FC78.16 **ADOPTION OF MINUTES FROM COMMITTEES** –

* *To adopt the minutes and recommendations of the Planning Committee meeting held on 6 June 2016.*
* *To adopt the minutes of the amenities committee meeting held on 16 November 2015.*
* *To adopt the minutes of the finance committee meeting held on 11 January 2016*

FC79.16 **EXCLUSION OF THE PRESS AND PUBLIC -** *To pass a resolution to exclude the public under Public Bodies (Admission to Meetings) Act 1960 (S1(2)) and in accordance with the provisions of Schedule 12 of the Local Government Act 1972; so as to discuss the following confidential matters.*

FC80.16 **MINUTES –**

* *To approve and sign the confidential minutes of the Annual Council meeting held on Monday 9 May 2016*
* *To adopt the minutes of the confidential Personnel Committee held on 7 March 2016*

FC81.16 **MATTERS ARISING –** *Any matters arising from the confidential minutes of the Full Council meeting held on Monday 9 May 2016.*

FC82.16 **NJC SALARY AWARD 2016 – 18 –** *To note the publication of a National Pay Agreement for Local Government Services, which is applicable to all Parish Council staff. The new pay scales for 2016-2017 are for immediate implementation and backdating to 1 April 2016. New pay scales for 2017 – 2018 are to be implemented from 1 April 2017. The Council is asked to note that the payroll figures presented for approval are based on the new pay scales and include an adjustment for backdating.*