

Clerk to the Council: J Hodgkiss

Chairman: Cllr M Underwood

Minutes of the Annual Council Meeting held at 7.15pm on Monday 9 May 2022 in The Memorial Hall.

Present: Cllrs M Underwood (Chairman) (MU); Clarke (TC); C Clode (CC); C Higgins (CH); P Higgins (PH) H Merricks-Murgatroyd (HM); C Shaw (CS); P Stevens (PS)

In attendance: Julie Hodgkiss (JH) – Clerk, Peter Orrell – Deputy Clerk (PO)

AC01.22 **ELECTION OF CHAIRMAN**

RESOLVED: MU nominated Cllr C Clode for the position of Chairman for 2022/23, this was seconded by PS and voted unanimously in favour. There were no other nominations. CC signed the Declaration of Acceptance of Office of Chairman form and took the Chair.

AC02.22 **ELECTION OF VICE CHAIRMAN**

RESOLVED: TC nominated Cllr Alan Parkhurst for the position of Vice Chair for 2022/23, this was seconded by MU. 6 members voted in favour of this motion, 2 against. Motion carried. Although absent, Cllr Parkhurst has expressed his wish in writing to be considered for this post. There were no other nominations.

AC03.22 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**

Cllr Parkhurst – Civic commitments

AC04.22 **DECLARATIONS OF INTEREST**

None

AC05.22 **PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS**

None

AC06.22 **MINUTES**

The draft minutes for the Council Meeting held Monday 11th April 2022 are now put to the Council as an accurate record of proceedings. **The motion proposed MU and seconded by HM was passed unanimously.**

AC07.22 **REVIEW ARRANGEMENTS FOR INSURANCE COVER**

JH explained that securing quotes for the insurance renewal had proved very difficult. There are 3 providers operating, 1 provider had declined cover and additional 2 quotes were expected soon.

RESOLVED : TC proposed that delegated power be given to the RFO to select the appropriate provider of insurance for BHPC prior to the expiry of the current policy on 31st May 2022, this was seconded by CH and agreed by all members present.

- AC08.22 **RECOMMENDATION FROM SERVICES COMMITTEE FOR REPAIRS TO LONGMEADOW PLAY AREA.**
RESOLVED: CS proposed to accept the recommendation from the Services committee of 4th April 2022 – S20.21/22, to select Contractor A, seconded by CH and agreed by all members present.
- AC09.22 **REVIEW AND APPROVAL OF MEETING DATES TO THE NEXT ANNUAL COUNCIL MEETING**
RESOLVED: MU proposed to approve the Meeting Schedule 2022/23, seconded by HM and agreed by all members present.
- AC10.22 **REVIEW OF COMMITTEES**
RESOLVED: MU proposed that the Terms of Reference for Committees 2022/23 be approved subject to the following changes
Add Insurance as an item to be considered by the Finance and Personnel Committee to the TOR
And the addition of the following line
“To manage any spend on items within its remit up to a value of £5,000 and report back to Full Council for approval” to the Services Committee TOR
Seconded by PS and agreed by all members present.
- Committee Membership 2022/23
- FINANCE AND PERSONNEL
RESOLVED: TC proposed that the following Cllrs should be approved as members, seconded by CS and agreed by all members present
Clarke, Clode, C Higgins, P Higgins, A Parkhurst, C Teckoe
- PLANNING
RESOLVED: MU proposed that the following Cllrs should be approved as members, seconded by CS and approved by all members present
Clode, C Higgins, Merricks, Parkhurst, Stevens, Underwood
- SERVICES
RESOLVED: TC proposed that the following Cllrs should be approved as members, seconded by PS and agrees by all members present
Clarke, Clode, Merricks, Parkhurst, Shaw, Whittall
- AC11.22 **REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS**
RESOLVED: TC proposed to approve the Financial Regulations and Standing Orders, seconded by MU and agreed by all members present.
- AC12.22 **REVIEW OF CONTRIBUTIONS MADE TO EXPENDITURE INCURRED BY OTHER LOCAL AUTHORITIES**
RESOLVED: MU proposed that BHPC contribution to Bayston Hill Library remains at £18,000 and a further £7, 000 be retained in reserves to contribute to future projects as in the last 2 years. That Lyth Hill Country Park contribution remains at £8656.00, seconded by CH and agreed by all members present.
- AC13.22 **REVIEW OF THE COUNCIL’S MEMBERSHIP AND REPRESENTATION ON EXTERNAL BODIES**

RESOLVED: Agreed by all members present

Committee	Council Representative	Committee	Council Representative
Area Local Committee (ALC)	Cllr Clarke, Cllr Stevens	Memorial Hall	Cllr Clarke
Thomas Bowdler Education Charity	Cllr Clode	Allotment Association	Cllr Clarke
Lyth Hill Management Committee	Cllr Clarke, Cllr Mrs Whittall	Bayston Hill Quarry Liaison Committee	Cllr Clarke, Cllr Underwood
Bayston Hill Bowling Club	Cllr Clarke	Neighbourhood Watch Group	Cllr Clarke
Shropshire County Council Emergency Planning	Cllr Higgins	CPRE	Cllr Underwood (On rotation)
Open Spaces Society	Cllr Clode	Patient Participation Group	Cllr Underwood, Cllr Mrs Shaw
Shrewsbury Health and Wellbeing Hub Focus Group	Cllr Underwood		

AC14.22 REVIEW AND ADOPTION OF COMPLAINTS PROCEDURES

RESOLVED: MU proposed to approve the Complaints Procedure, seconded by PH and agreed by all members present.

AC15.22 REVIEW OF THE PARISH COUNCIL'S POLICY FOR DEALING WITH THE PRESS AND MEDIA

RESOLVED: TC proposed to approve the Communications Policy, seconded by PH and agreed by all members present.

AC16.22 PAYMENTS

Members asked about the high electric charges, JH explained that the escalation of costs has been quite dramatic. MU advised that as part of the Carbon Neutral Working Party a recommendation would soon be coming to Full Council regarding an energy audit, members welcomed this news.

RESOLVED: CH proposed to approve payments for May 2022, seconded by MU and agreed by all members present.

AC17.22 REVIEW ASSET REGISTER INCLUDING LAND AND BUILDINGS

A member asked about the values attributed to the Parish property, JH responded that work on a building audit for the asset register/insurance purposes would be put to a future Full Council.

RESOLVED: CH proposed to approve the Asset Register as at 31st March 2022, seconded by MU and agreed by all members present.

AC18.22 REVIEW s137 EXPENDITURE

RESOLVED: TC proposed to note the s137 spend for 2021/22 and the limits for next year of £8.82 per elector for 22/23.

Meeting closed at 8.30pm