

Mission Statement

**To protect and improve the quality of life
for all Bayston Hill residents.**

Chairman's Report

This year we are providing a Chairman's report from each Council Committee. The Chair of each Committee (2012/13) will be available to answer queries at the Annual Parish Meeting. My own report is more general in nature and gives an overview.

This is my second report and on reflection it has been an interesting year, especially following on from last year's Annual Meetings. Foremost in the Chairman's role has been to remain impartial for the benefit of the whole of Bayston Hill and to steer the Council in its work in all climates. It cannot have gone unnoticed how individuals have been tempted to undermine this.

Our Precept for this Council Tax Year has been kept as for the preceding year and therefore a 0% rise. We are mindful of the judicious management of finances faced with the rising cost of maintaining the Parish Amenities, the cost of repairs and renewals, as well as meeting a number of expectations raised by residents. We have in the region of 2200 households and an electorate of 4152 in the Bayston Hill Parish Constituency of the Bayston Hill, Sutton and Column Division.

Apart from the unfortunate A49 that divides Bayston Hill from the 'Common' we work for the benefit of both areas and we are fortunate in having a definitive boundary, albeit the infill that threatens the once green fields that set Bayston Hill as a distinctively separate settlement with all the Amenities it needed, from Shops, bank, post-office, Hardware store, GP surgery, dentist, optician, three takeaways, pre-schools and primary school, Memorial hall, Village Association, voluntary organisations, three churches, hairstylists, butcher, vegetable stores, three pubs, businesses and self-employed. Most of these are still represented to this day.

The Parish has an expanding leisure provision on five sites and the Common. These are provided and maintained by the Parish Council. We have some beautiful walks too that are highlighted in the 'Walks leaflet'; get yours from the Parish Office.

Our Community Action Officer, Lucy Roberts, has been actively promoting and supporting the work of the Council and Community as well as assisting us with various surveys in the on-going changes we aim to bring to the Amenities we provide locally. The Oaklands site is one such aim to provide combined provisions. Lucy will be speaking at the Annual Parish meeting to explain about the aspirations raised from consultations and joint meetings with Residents and Council working together.

Council

Following the Parish Elections ALL 10 Councillors were elected. Despite various campaigns to raise awareness and urge residents to come forward to enable us to have a full complement of 15 Councillors; we still have 5 vacancies as in previous years.

My thanks to the members who, following some upheaval, have since been working in a more relaxed atmosphere and with concerted effort where the contribution of each one is acknowledged.

At this point I also recognise the valuable contribution of the Young Councillors. They have participated at both Council and Community Levels. Their preparation, distribution and Collation of the information from their survey of the youth of Bayston Hill will help us move forward in providing appropriate facilities for their enjoyment, in addition to the excellent facilities we already provide, some of which arose from a previous Council/Community Engagement and survey. For more details about becoming a Young Councillor please contact the Clerk, Young Councillor Rhys Hart or Will Coles.

One of our long serving Councillors is stepping down as a Councillor this May, she has been Chairman of Planning on two occasions and Chairman of Council in the past, Council will recognise this at the Annual Parish Meeting. We wish her well in whatever she does with her time. My thanks for their support to all Councillors present and also to those who have left in the recent past for whatever reason.

Thanks to the Shrewsbury Town Clerk who was a great source of advice and support during the months we were without a permanent Clerk and she continues to share her experience with us. Thanks also to the staff at Shropshire Council who have also been incredibly helpful and have worked with us on a number of issues over the past year.

Council Employees

We have an excellent complement of employees who have had to work under difficult seasonal conditions. However, all the users of our facilities, free or fee-paying, have had unrestricted access to them.

Our Clerk started her work in December 2012 and has worked closely with the Chairman and Council Members. She has now taken back all the work of managing the employees and all the facilities that had been under the management of the Chairman of Council with some delegation to Chairmen of Committees and interim temporary Clerks. My thanks to everyone concerned.

Much awaited changes have been introduced and more are to be gradually phased in as the preparation of the annual accounts and reports have been the priority in the midst of a settling down period by the Clerk. Working with the Chairman the Clerk is gradually introducing changes to our website to make it more user friendly whilst providing more information to our community. All the notice boards (Parish Office, The Common, The Library and the Parade) inform residents of our meetings; additional information is posted on the Parish Office Window. Some of this information is from the Community itself. I am mindful that all members and non-members of Council are residents here.

Council Meetings

I express my thanks to the two residents who have been attending our meetings on a regular basis. It was noted in a recent conversation that this is 2 out of 4,152 of the electorate in Bayston Hill. Perhaps some local issue will persuade residents that being part of the discussions with Council informs both parties and also give a direct voice to everyone.

We have now resumed all Committees and these will be confirmed at our Annual Council Meeting on 13 May 2013.

Community and Other Engagements

I have attended every meeting at the Shirehall and elsewhere where active representation from Council was needed, especially when it refers to planning with regards to Bayston Hill, and in particular when my participation reinforces our aspirations regarding our boundary and numbers of housing expansion; whilst also representing residents who wish to build or extend their homes.

I am glad to support all developments, especially in the voluntary and health sectors that support members of our local population; recent ones have been the 'Patient Participation Group' run at the Beeches and Dorrington Surgeries, the 'Bayston Hill Good Neighbours' and the 'Weekly Coffee Morning' run at Christ Church as part of the 'Compassionate Community' initiative from the Beeches Surgery. We also recently had a successful venture at the memorial hall by the 'Shropshire Disability Network'. We also give thanks to the Carers support groups that cater for our residents. Unfortunately I see less than a handful of residents attending these meetings that are crucial in a relentless battle for the benefit of all.

My thanks to all residents who participated in the various consultations and surveys and to those who continue to be involved with the future of the Oakland School Site. We circulated the results arising from these in various formats, 'The Villager' and notice boards; these are still available on our website and Parish Window. More on this at the Annual Parish Meeting as stated above.

The facilities under the management of the Parish Council

- The Sensory garden
- The Woodland
- The BMX Track
- The Skate Park
- The Football pitches
- Parris Pool, the woodland and walkways
- The Pavilion
- The Bowling Green
- The Astro Turf
- The Tennis Court
- The Youth and Community Centre
- The Ivor Wright Play Area on Long Meadow
- The Glebe Field
- The Common

Other Services we Provide

- Litter bins, including the 'Dog bins'
- Collecting of litter dropped by individuals and groups
- Regular repairs of deliberate breaking of signs and dealing with graffiti
- Road repairs owned by the Parish
- Notice Boards
- Bus Shelters
- Street Lighting and lamp posts (not those owned by Shropshire Council)
- Cutting of hedges & Verges
- Speed Activation Signs

The Parish has also reduced external contracts and increased in-house maintenance of its Amenities; this is under constant review.

Parish Grants

The Parish support local organisations by the provision of a small set-aside fund to which organisations can apply for small grants. Some of the beneficiaries have been:

- The memorial Hall
- The Scouts
- The Bayston Hill Jubilation Committee (When bank account is set up, the grant will be transferred from the Jubilee Account)
- Bayston Hill Junior Football Team

The Chair of Council is continually engaging with Shropshire Council to manage the expected growth within Bayston Hill and adjacent areas.

On reflection we still depend on our Parish Plan and other feedback to promote the varied expectations of the community that still differs according to whether people are looking for local and affordable accommodation, those who do not wish to see any further new-build, and those who wish to capitalise on their excess land as possibly their only asset, especially in the current financial climate.

The Parish Plan needs to be updated. We are currently discussing the need to progress to a 'Community Plan' to reinforce our expectations for Bayston Hill. Council will be consulting on this and possibly a household survey, more on this at the Annual Parish Meeting.

Future Projects under Consideration

- Exploring the feasibility of a Cricket/Golf practice facility
- Extension of the Allotments (in discussion with Allotment Committee)
- The Burgs reclamation in consultation with the English Heritage
- A Rugby Pitch for use by Shrewsbury School (Contract to be exchanged)
- Other facilities for the youth as highlighted by the surveys (more on this at the Annual Parish Meeting)

To conclude, I express my personal thanks to the Parish Councillors and their families, our Unitary Councillors, the Parish employees, local organisations, local businesses, local churches, School Headmaster and pupils, and residents who work together with the Parish Council to make Bayston Hill a place we are proud to live in.

James Moraghen

Chairman, Bayston Hill Parish Council (2011-2013).

Amenities Committee Report

The past year has been relatively quiet for the Amenities Committee in terms of new projects, but several areas for improvement have been identified for the coming year, these include:

- A new notice board for the Parade.
- Extension to the BMX track.
- Update and extend the Skate Park.
- Update and improve the Longmeadow Play Park.
- Extend the Allotments.

As ever we are keen to hear from residents any ideas for improvements around the village and we would be grateful if you could take the time to complete the questionnaire attached to the Annual Report and return it either to the Parish Office or bring it along with you on 20 May 2013 to the Annual Parish Meeting.

Despite the lack of new projects last year, we have still been very active maintaining the amenities within the village. Our handymen continue to address the litter situation and work hard to maintain the playing fields, Longmeadow play park, Parrs Pool and the Glebelands.

Finance Committee Report

In a year where Central Government has changed the way Council Tax Benefit is managed, which resulted in a fewer number of households within Bayston Hill having to pay the Precept, the Parish Council is proud to report a 0% increase in the Precept for Financial Year 2013 – 2014. The annual Band D Council Tax Precept Charge remains at £65.70 per household which equates to £1.26 per week.

The Precept allocations were agreed at a Precept Setting meeting held on 14 January 2013 with the final adjustments having been completed once the yearend figures were available. In order to ensure the Parish Council fully complies with Financial Governance legislation at least one internal and one external audit is conducted each financial year. The last internal audit was conducted on 4 April 2013, the next internal audit will take place in May and the external once the Annual Return has been submitted. All reports will be available in the Parish Office and on-line.

The Parish Clerk is also employed as the Responsible Financial Officer with a legal obligation to advise the Council on whether decisions or actions are compliant with current legislation and expected practice, we are fortunate that our new clerk is a qualified Management Accountant.

The Parish Council constantly strives to ensure value for money in all of the expenditure it incurs, some examples for 2012 – 2013 include:

Staff Salaries – down by £9,034 in 2012/13 due in part to staff gapping, but also to better management practices.

Electricity costs – down by over £1,500 from last year which is a great result following the fitting of the solar panels.

The value for money methodology extends to choosing outside contractors, the Parish Council ensures at least three quotes are obtained for all work valued above £100, aiming, where possible, to use local contractors.

The Finance Meetings are held quarterly and it is the responsibility of the Finance Committee, in accordance with Standing Orders, to:

- Monitor budget and expenditure patterns, ensuring Full Council is notified of any noticeable irregularities.
- Ensure best possible return on funds, in terms of bank accounts and services, ensuring 'value for money' at all times.
- Make recommendations for any amendments to budget allocations to Full Council during the course of the financial year.
- Supervise preparation of the Annual Financial Documents and be involved in the audit process, making recommendations as appropriate on receipt of audit reports.
- Monitor system practices and procedures and undertake spot checks on financial procedures to ensure accuracy.
- Ensure all expenditure decisions are proposed, seconded, voted on and recorded in minutes.

Planning Committee Report

The Planning Committee has continued to ensure that the village is not being over developed. We have had several applications to extend existing properties and a few in-fills but nothing to cause any great problems.

The main development for the village was the building of affordable homes on the Fox Public House site, this was to the advantage of first time buyers as affordable homes and I am pleased to say it looks good and I understand the new occupants are content with the site. The planned change to the Post Office, which was strongly opposed, has been withdrawn. At this stage there has been no development on the sale of the Oakland School site, the Planning Committee will continue to monitor progress on this site.

Under the SAMDEV project we have had 13 new houses built, lost 1 with the Fox Inn redevelopment which results in a net gain of 12 houses this past year. Villagers can be assured that the Parish Council will, as always, continue to closely monitor any new development plans within our boundaries.

Meetings Schedule 2012 – 2013

Date	Meeting	Date	Meeting	Date	Meeting
10 Jun 13	Amenities	30 Sep 13	Finance	20 Jan 14	Full Council
24 Jun 13	Full Council	7 Oct 13	Full Council	3 Feb 14	Amenities
1 Jul 13	Personnel	21 Oct 13	Personnel	3 Mar 14	Full Council
15 Jul 13	Finance	11 Nov 13	Full Council	10 Mar 14	Personnel
22 Jul 13	Amenities	25 Nov 13	Amenities	24 Mar 14	Amenities
29 Jul 13	Full Council	9 Dec 13	Full Council	7 Apr 14	Full Council
2 Sep 13	Full Council	16 Dec 13	Personnel	14 Apr 14	Finance
16 Sep 13	Amenities	13 Jan 14	Finance	12 May 14	Annual Council

All meetings take place in the Memorial Hall unless otherwise notified. Any changes will be promulgated.

Bayston Hill Parish Council
Draft Income & Expenditure Account 1 April 2012 – 31 March 2013

Previous Year
End 31 March 2012
 (£)

Current Year
End 31 March 2013
 (£)

	<u>Income</u>	
117,026.00	Precept	119,207.00
8,277.57	Lythwood Sports Complex 1	6,035.32
1,045.94	Recreation Area	2,674.07
509.44	Street Lighting	0.00
0.00	The Village Common	100.00
53.88	Employers Staff Pension/NI	0.00
0.00	Power of Well-being 2	2,414.55
45.83	General Office Expenditure	0.00
42,102.32	General Parish Expenditure 3	17,287.02
248.60	Earmarked Account	258.05
7.00	Common Account	2,007.31
106.06	Precept Reserve Account	72.04
169,422.64		150,055.36

	<u>Expenditure</u>	
15,618.25	Lythwood Sports Complex	7,478.85
6,762.83	Recreation Area	6,544.47
5,844.45	Village General Maintenance	5,109.80
15,336.21	Street Lighting	16,061.09
267.00	The Village Common	302.50
42,990.23	Staff Salaries 4	33,956.14
679.44	Staff Mileage/PPE	312.55
6,579.44	Employers Staff Pension/NI 4	3,614.29
850.00	Power of Well-being 2	2,535.27
3,958.77	General Office Expenditure	3,790.42
17,690.20	General Parish Expenditure 5	36,835.95
6,209.54	Earmarked Account	2,009.57
10,002.91	Precept Reserve Account	0.00
132,789.27		118,550.90

General Fund

Balance at 1 April 2012 6	224,043.81
ADD Total Income	150,055.36

	374,099.17
DEDUCT Total Expenditure	118,550.90

	255,548.27
Transfer to/from Reserves	0.00
Balance at 31 March 2013	255,548.27

NOTES:

1. Income for the Lythwood Sports Complex appears reduced in FY 12/13, this has been a direct result of the lack of continuity in the Parish Office and invoices not being produced. This has been addressed for FY 13/14.
2. The majority of financial movement within the Power of Well-being Cost Centre is due to the Jubilee celebrations during this financial year.
3. This Cost Centre includes all income received from grants which includes LEAF Funding.
4. Staff Salary and Staff Pension expenditure has been greatly reduced this FY due to a period of 4 months without a permanent Parish Clerk.
5. General Parish Expenditure includes the costs generated under the LEAF Funding Project.
6. The Draft Income and Expenditure Account published in last year's Annual Report showed a starting balance for the General Fund of £20,930.33, this did not reconcile with the final carry forward figure in the 2010 – 2011 Annual Report of £187,410.44. Having investigated this fully it was due to the Earmarked Funds having been removed for the final accounts. This year's starting figure includes the Earmarked Funds and has the carry forward figure as agreed in the Annual Accounts approved by the Auditors.

Bayston Hill Parish Councillors

	James Moraghen		Ted Clarke
	Teresa Lewis	 Tempest ©	Alan Parkhurst
	Fred Jones		Janet Whittall
	Teresa Trickett		Max Ball
	Keith Keel		Ian Gordon
Retiring Members:			
	Farewell and thanks to Mrs Hazel Jones who has been a Parish Council member for over 10 years.		

BAYSTON HILL PARISH COUNCIL – QUESTIONNAIRE

Name (Optional): **Age:**

1. The Parish Council and Village are justifiably proud of the pitches up at the Lythwood Sports Complex, is there anything else you would like to see included within the facility?

2. The Parish Council is aware that the Youth and Community building is now looking a little tired and is in need of some work, do you have any suggestions for what you would like to see done to/with this facility.

3. The Parish Council are proposing to extend the BMX Track and the Skate Park, is there anything else the younger residents would like to suggest for the village?

4. There are plans to update the Longmeadow Play Park in the coming year, what would you like to see improved or added to this facility?

5. Please add any other feedback about the Village amenities and any other suggestions you have for things that may benefit the Village.

Your feedback is invaluable to the Parish Council and we would be grateful if you could complete this questionnaire and return it to the Parish Office or bring it with you to the Annual Parish Meeting.