

Locum Clerk to the Council/RFO: Shaun Jones
Chairman: Cllr Mark Underwood

Minutes of the Full Council Meeting held at 7.00 pm on **Monday 16 November 2020** via Zoom Video Conferencing.

Present: Cllrs Underwood (MU), (Chair); Clarke (TC); Clode (CC); Jones (FJ); Whittall (JW); and Parkhurst (AP);

Not Present: Cllr Gouge

In attendance: Shaun Jones (SJ), Locum Clerk

82.20/21 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE – None**

83.20/21 **DECLARATIONS OF INTEREST –** Cllr Whittall declared her interest in the football pitches, which are hired by her son-in-law.

84.20/21 **PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS –** There were no members of the public present.

85.20/21 **MINUTES –** It was noted that the minutes of the Full Council meeting held on Monday 19 October 2020 will be presented for approval at the next Full Council meeting on December 7th 2020. It is hoped these will be published in draft form by the end of the month.

86.20/21 **BUDGET DISCUSSION –**

The Clerk walked through a Summary of Receipts and Payments Report detailing actual against budget expenditure for H1. Members made some comments:-

- AP raised a query on the line 162 for Local Awards Scheme. For the 2021/22 budget a figure of £150 is proposed.
- MU notes there are figures relating to Ear Marked Reserves that should be input into Scribe for this report. SJ will see this is put right.
- CC outlined the Sensory Gardens – repairs line 164 shows £500 available. An action plan was put into place but not aware this has commenced. Fantastic place – needs care overall. Signage and pathways plus orchard pruning need managing. AP, is there a maintenance schedule ? Shropshire Wildlife Trust may have also produced a report with recommendations too ?
- Reviewing Grants and Contributions SJ confirmed that the 2020/21 contribution will be lowered by £1253 towards the Lyth Hill Country

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Park to reflect half of the losses incurred over the invoice fraud related to the 2019/20 contribution – set at £8656 annually. This effectively sees the budget excess as £1253.

- Moving to the Income section of the report, mention made of the Environmental Maintenance Grant and BHPC will look into whether an application is likely to bear fruit.
- Under Street Lighting MU & AP recall an inspection report from some months back which does list some works, particularly column replacements. **SJ to bring forward.** Contact Jason Hughes at SC for advice on what LED lamps they install.
- Overall, nothing of concern at the halfway stage in the current FY.

Projects likely to require new or significantly altered expenditure during 2021-22 Sensory Gardens, Street Lighting & Staffing requirements and the related costs.

Annual grants to support the Library and Lyth Hill Country Park. Agreed contributions for 2021-22 as now.

Review of Earmarked Reserves

- The latest report (Jan 2020) on the earmarked reserves was viewed and discussed. Local Joint Committees (LJC) were established around the time the Unitary Authority was coming into being. There are a number of items that the LJC has determined where spending could be allocated. **SJ to bring information forward on allowable areas where this reserve can be spent.**
- In essence to keep the earmarked reserves in current breakdown – on hold.
- CIL Neighbourhood Fund reserves. Likely to be used on the new Library and Community Hub development on the old Oakmeadow School site.

87.20/21 **PAYMENTS** – SJ had best intentions of publishing a list of payments for members to approve at this meeting but hasn't pulled this odd. **It was agreed this item will be deferred until the next meeting.**

88.20/21 **EXCLUSION OF THE PRESS AND PUBLIC** - Motion **proposed JW, seconded CC** – It was **unanimously resolved** to exclude the press and public under the Public Bodies (Admission to Meetings) Act 1960 in order to allow the Council to discuss confidential matters.

89.20/21 **CONFIDENTIAL MATTERS** –

- Living Wage Foundation – annual publication of hourly rates, 9th November 2020, increases by 20p to £9.50. **Proposed TC, seconded FJ to apply the increase to affected staff members. All in favour. MU proposes that the incremental increases announced annually by the Living Wage Foundation are automatically applied with immediate effect. Seconded TC – All in favour.**

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- To review staff salary budgets for 2021/22. MU advises a Staffing Committee meeting arranged for 30th November 2020 where options for future staffing structures and the related costs are to be presented. AP suggests that all members are invited to attend and this will be an opportunity to agree on a direction of travel and appreciate the impact on staffing costs which can then be reflected in the 2021/22 budget calculations. MU also will include Health & Safety and General Data Protection annual commitments.

The meeting closed at 8:10pm

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