

**Clerk to the Council/RFO: Caroline Higgins**  
**Chairman: Cllr Tim Ryan**

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Minutes of the Full Council Meeting held at 7.00 pm on **Monday 18 November 2019** in the Memorial Hall.

Present: Cllrs Ryan; Hudson; Clode; Clarke; Parkhurst; Gouge; Robinson; Howells; Underwood; and Jones;

In attendance: Caroline Higgins, Clerk

107.19/20 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE** – Cllr Lewis and Cllr Whittall's apologies were noted and accepted. *Cllr Wright's apologies were submitted at short notice and are noted*

108.19/20 **DECLARATIONS OF INTEREST** – None

109.19/20 **PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS** – There were no members of the public present.

110.19/20 **MINUTES** – The minutes of the meeting held on 4 November 2019 were deferred to the next meeting for approval

111.19/20 **BUDGET DISCUSSION**

The Clerk presented a provisional budget for comments and discussion together with a report from the Scribe accounting package showing receipts and expenditure to the end of September and the predicted year end position.

**Accounts Structure & presentation** - The Council noted that Scribe could be re-structured if required to make reports more meaningful and that this had been carried out at the beginning of the financial year in consultation with the outgoing Chair.

The Council was invited to consider what data was needed from the accounts and how it would like it to be presented. It was resolved that the structure be further reviewed by the current Chair and the Clerk.

It was resolved that the Council sets up a read-only access licence for members to view the Scribe Accounts package.

**Expenditure against budget** - The Council reviewed current and forecasted expenditure against the budget. It was noted that true expenditure on football pitches greatly exceeded the nominal budgets when staff hours were taken into account, (maintenance of pitches taking approximately 50% of staff hours). Overall expenditure was nevertheless expected to remain within budget.

**Income** - The Council reviewed forecasted income which was expected to provide a surplus against the budget.

**Reserves** - The Council reviewed a number of long standing reserves and requested a summary reconciliation of reserves and accounts be circulated together with a list of projects for which expenditure has been allocated.

A review of which long standing projects had a realistic chance of delivery in the foreseeable future was suggested

The Council noted that asset reserve funds are based on a reasoned business case and are capped at appropriate levels to avoid over-allocation.

**Future Projects** - The Council acknowledged that major projects would require appropriate project management support and expertise to deliver them effectively.

Council members were invited to consider what strategic projects should be treated as priorities for the Council and to bring suitable proposals to the Council for consideration.

**Annual Grants** – The Council **resolved unanimously** to continue the financial contributions to Shropshire Council for Lyth Hill Country Park at £8,656 and the Library at £25,000 in 2021-2022.

112.19/20 **AUTHORISATION OF PAYMENTS** – The Clerk tabled a list of payments becoming due. The Council unanimously approved the payments listed.

113.19/20 **EXCLUSION OF THE PRESS AND PUBLIC** – It was **RESOLVED** to exclude the press and public under LGA 1972 ss 100 (2), so as to discuss Confidential matters.

114.19/20 **CONFIDENTIAL MATTERS** –

**Real Living Wage** - The Council noted the publication of the latest Real Living Wage and it was resolved unanimously to apply the rate with effect from 11 November 2019.

**Actuarial Valuation** – The Council noted the revised employer pension contribution rates that would be applicable from April 2020 for three years.

The Council noted that all staff were entitled to opt in to the Local Government Pension Scheme whether or not they met the minimum income for Auto-Enrolment. The Council noted that the staff budget may be affected should staff opt into the scheme. It was agreed that the Staffing Committee would review the staff budget.

*The meeting closed at 8:45pm*