

Clerk to the Council/RFO: Julie Hodgkiss
Chairman: Cllr Mark Underwood

Minutes of the Full Council Meeting held at 7.15 pm on **Monday 24th January 2022** in Lythwood Room, Bayston Hill Memorial Hall.

Present: Cllrs Clarke (TC); Higgins C (CH), Underwood (MU) (Chairman); C Shaw (CS), C Tekoe (CT), J Whittall (JW)

Not Present: Cllrs Clode, P.Higgins, Merricks-Murgatroyd, Parkhurst, Stevens.

In attendance: Shaun Jones (SJ) – Locum Clerk, Julie Hodgkiss – Clerk, Peter Orrell – Deputy Clerk

122.21/22 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE** –Cllr Merricks-Murgatroyd – University commitments. Cllrs Clode, P.Higgins, Parkhurst, Stevens – ill health.

123.21/22 **DECLARATIONS OF INTEREST** – None.

124.21/22 **PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS** – A presentation was given by Matt Smith of Full Fibre who are currently installing full fibre broadband infrastructure in the village. The Chair thanked Mr Smith for the presentation.

125.21/22 **CHAIR'S REPORT** – MU reported

- Carbon Neutral Working Group inaugural meeting will take place via Zoom on Feb 7th at 7pm, the first meeting with decide the terms of reference and meeting schedule.
- Continuing to chase information on the Health and Wellbeing Hub as there have been no further updates received.
- Cllr Debra Rust has sadly decided to resign from BHPC, the Chair wished to record the Councils sincere thanks and best wishes to Ms Rust.

126.21/22 **SHROPSHIRE COUNCILLOR'S REPORT**

- Cllr T Clarke had pre-circulated a report about current developments at Shropshire Council. Cllr Clarke wished to highlight that residents can now easily apply for a new wheelie bin for recycling cans, glass and plastic via the SC website.

127.21/22 **MINUTES** – The draft minutes for the Full Council Meeting held Monday 6th December 2021 are now put to the Council as an accurate record of

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proceedings, **the motion was proposed TC and seconded CH was passed unanimously.**

Matters arising

117.21/22 Youth and Community Building electric safety work

3 quotes were sought but only 2 quotes were received to replace 2 unsafe distribution boards.

R. Parry - £870.00

DR Electrical - £1077

RESOLVED: JW proposed to accept the quote from R. Parry, this was seconded by CH and agreed by all members present.

128.21/22

FINAL BUDGET REVIEW AND PRECEPT APPROVAL FOR 2022/23

The Council were guided through each cost centre to agree on each and this will flow into the proposed Precept request. Headline budget implications are as follows;

	2021/22	2022/23	Comment
Administration	£15,700	£19,195	Up – Insurance cost.
Community open spaces	£4,150	£4,150	Flat
CB – Parish office	£2,500	£2,650	Up – Increase in electricity cost.
CB – Pavilion	£4,000	£7,200	Up – Increase in electricity cost.
CB – YCB	£2,020	£2,680	Up – Increase in electricity cost.
Repairs and Maintenance	£11,000	£10,200	Reduced – finer tuning to actuals.
Grants and contributions	£34,656	£34,156	Reduced – finer tuning to actuals.
Lythwood Sports Facilities	£13,000	£12,700	Reduced – no contract cleaner cost.
Rent, rates, utilities	£2,950	£2,500	Reduced – Glebefield rent removed.
Staffing	£90,228	£100,387	Up – Greater accuracy and no locum cost uplift.
Street Lights	£21,300	£26,000	Up – Match actual recent repair costs coming through. Unknown unmetered cost increase.
Tractors	£1,700	£3,200	Up – Diesel, no longer duty free.

The biggest unbudgeted factors in 2021/22 were steep rise in electricity costs, new contracts have been researched but a competitive 3 year fix eluded and so we remain with our current provider subject to regular review. Staffing costs – having a Locum Clerk in post plus the new hire of a Deputy Clerk and the cross over when we have both the new Clerk and Locum in post will see allocated budget exceeded by approx.13%. Next year's budget reflects a more static position. There has also been a significant increase in the cost of street light repairs which includes some conversion to LED low energy lanterns. The tractors were well overdue a full service, hence an

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increase on what was budgeted. Income is returning to pre-covid levels. We suggest not making any addition to earmarked reserves. We have considerable earmarked reserves, some of which are historical and may not be relevant. It is suggested a reduction of reserves of £5,000 be agreed to lower the precept request.

RESOLVED: CT moved - to meet the agreed expenditure budget of £225,017 an increase in the precept request of 2.99% (up £2.90 to £99.91 for a Band D property) would raise £180,124 on a slightly higher Taxbase (no. of properties paying Council Tax), this was seconded by JW. One member abstain from the vote – all other members in favour.

SJ presented a 2022/23 project list with costings for each item as request by the Finance Committee.

RESOLVED: MU proposed that the list be approved as a working document, seconded by CT and agreed by all members present.

129.21/22 **MEETING SCHEDULE 2022/23**

JH presented a draft meeting schedule for the next municipal year. After discussions it was agreed that updates would be made and the item would return to the next meeting for approval.

130.21/22 **WELCOME BACK FUND**

SJ advised of the Welcome Back Fund (Councils across England are to share £56m of ERDF funding to support the return to high streets safely and help build back better from the pandemic). BHPC has an allocation of £8687.00. SJ has been in communications with Halls – the managing agent of the Parade. The landlord will shortly be undertaking some remedial work on the parade including new facias and decoration. SJ has sourced quotes for the following; tree removal, tree stump removal and making good flag stones, new bike rack, scene cleansing, new notice board or relocation of existing board. This fund can also be used for advertising banners and bunting for the Queens Jubilee. This project needs to be underway within this financial year.

RESOLVED: CH proposed that the Clerk and Chair be given delegated powers to procure the works needed, this was seconded by JW and agreed by all members present.

131.21/22 **BHPC COMMITTEES/REPRESENTATIVES**

The Chair asked for volunteers to join the Planning Committee.

132.21/22 **THE QUEENS GREEN CANOPY AND PLATINUM JUBILEE**

JH gave a verbal update on plans for the Jubilee. A tree with plaque has been gifted to us from Shropshire Council and will be planted on The Common (members advised JH to consult with residents). The aim is to plant this in time for the accession date of Feb 6th. As previously researched,

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members are keen for a corridor of trees to be planted by Parrs Wood, the best time for this planting will be in the early Autumn and JH will ask Oakmeadow School to be involved.

JH has met with a couple of stakeholders within the community who have in the past been involved with events, so far there are no plans, but JH is still to meet the church leaders and Oakmeadow Head.

JH had researched the cost of small gifts for the school children (Based on 400 roll) and members expressed a preference for seed packs. JH to bring a monthly update to members.

133.21/22 **FINANCE SCRUTINY**

A member was needed to perform monthly finance spot checks.

RESOLVED: JW Jan – Jun 2022, CT Jul – Dec 2022

134.21/22 **CLERKS ORAL REPORT**

JH had previously circulated a report which details meetings and work undertaken. JH reminded members of the Councillor Fundamentals training session that was due to take place on 31st January at 7pm via Zoom.

135.21/22 **PAYMENTS**

Members received a list of payments for December including salaries.

RESOLVED: TC proposed to approve the payments, this was seconded by CH and agreed by all members present.

136.21/22 **TO PRESENT ITEMS FOR INCLUSION ON A FUTURE MEETING AGENDA (FULL COUNCIL OR REPRESENTATIVE COMMITTEE)**

Speed issues

Road markings on Lyth Hill to prevent speeding

Morelock demonstration

137.21/22 **EXCLUSION OF THE PRESS AND PUBLIC – to pass a resolution to exclude the public under Public Bodies (Admission to Meetings) Act 1960, so as to discuss the following confidential matters;**

RESOLVED: Moved by JW, seconded by CT, agreed by all members present.

RESOLVED: JW proposed to extend the meeting for a further 10 minutes, this was seconded by TC and agreed by all members present.

138.21//22 **CONFIDENTIAL MATTERS**

- REQUEST FOR PROPOSAL
- STAFFING MATTERS

Members requested that more detail be added to the proposal and be brought back to the next Full Council.

Meeting finished at 9:25pm

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