

**Clerk to the Council/RFO: J Hodgkiss**  
**Chairman: Cllr R Ruscoe**

Minutes of the Full Council Meeting held at 7:15pm on **Monday 2<sup>nd</sup> June 2025** in The Memorial Hall.

Present: C Clode (CC), D Engler (DE), M Jones (MJ), T Markham (TM), T Osenton (TO), A Parkhurst (APa), A Price (APr), R Ruscoe (RR) – Chair, C Shaw (CS), P Stevens (PS), C Teckoe (CT), M Underwood (MU)

In attendance: Julie Hodgkiss – Clerk (JH), Cllr T Trickett, 3 MOPs – co-option candidates.

**FC1.25/26 CO-OPTION OF CANDIDATES FOR COUNCIL**

After the local elections of May 1<sup>st</sup> 2025, 2 vacancies remained on the Parish Council. Applications were received from A. Caswell, K Turner, N Turner and J Whittall. J Whittall was absent but had submitted apologies and wished to be considered in her absence. Candidates were asked in alphabetical order if they wanted to add anything to the pre-circulated application form. In turn members were asked if they had any questions for the candidates.

**RESOLVED:** MU proposed a named ballot was taken, seconded by CC and agreed by all members present.

**RESOLVED:** MU proposed that Cllr Trickett act as a second teller with the Clerk, seconded by CC and agreed by all members present.

**RESOLVED:** DE nominated A Caswell, seconded by CS. MU nominated K Turner, seconded by APr. TO nominated N Turner, seconded by MU. J Whittall was nominated by APa and seconded by CS.

In accordance with Bayston Hill Parish Council Co-option Policy a named ballot was taken.

**K Turner and N Turner were duly selected to join Bayston Hill Parish Council. Both signed the Acceptance of Office form which was counter signed by the Clerk.**

The Chairman gave his thanks to the unsuccessful candidates.

**FC2.25/26 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**

Apologies were received from Cllr Clarke – ill health

**FC3.25/26 CODE OF CONDUCT**

**RESOLVED:** APa proposed to re-adopt the code of conduct with the following addition

Signed:..... Date:.....

“Bayston Hill Parish Council is a corporate body: a legal entity separate from its members. It is a collective decision-making body; its decisions are the responsibility of the whole of the council. All the councillors have equal rights and responsibilities, even the chair or councillors who also sit on a principal authority are no more important than any other member. This means that councillors do not have any authority as individuals. In short, no councillor can act alone or speak on behalf of the council without first being formally granted the authority to do so by that council. It is also important to understand that local councils are autonomous and not answerable to a higher authority”

This was seconded by CT and agreed by all members present.

**FC4.25/26      DECLARATIONS OF INTEREST**

None

**FC5.25/26      PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS**

None

**FC6.25/26      MINUTES**

**RESOLVED:** TM proposed to approve the minutes of the Annual Council held on 12<sup>th</sup> May 2025, seconded by DE and agreed by all the members present.

**FC7.25/26      SHROPSHIRE COUNCILLORS REPORT**

Cllr Trickett was welcomed to her first meeting in her new post and presented her pre-circulated report. Members are to note the residents meeting regarding road/traffic issues is 7<sup>th</sup> July.

**FC8.25/26      CHAIRMANS REPORT**

Cllr Ruscoe presented his pre-circulated report, highlighting his recent meeting with the Diocese which he was invited to along with the Friends of the Glebe group to represent the views of the PC regarding the Glebelands.

**FC9.25/26      CLERKS REPORT**

J Hodgkiss presented her pre-circulated report.

**FC10.25/26      INTERNAL AUDITORS REPORT**

Members noted the report and the commentary added by the Clerk to issues raised.

**FC11.25/26      ANNUAL GOVERNANCE STATEMENT**

The Chairman read the statement line by line. **RESOLVED:** CT proposed to approve the Annual Governance Statement. Full Council confirms its agreement with the statement of good governance with respect to the year 1 April 2024 – 31 March 2025 by 30<sup>th</sup> June 2025, seconded by DE and agreed by all members present.

Signed:..... Date:.....

**F12.25/26 ANNUAL RETURN**

**RESOVLED:** CT proposed to confirm approval of the Annual Financial Return for the period 1 April 2024 – 31 March 2025. Public inspection notice will be published Tuesday 3rd June 2025, period of inspection to run from Wednesday 4th June 2025 to Tuesday 15th July 2025, seconded by DE and agreed by all members present.

**F13.25/26 REQUEST TO USE PARISH LAND FOR CHARITY EVENT**

**RESOVLED:** APr proposed to approve request for a fairy trail in the Sensory Gardens on 28<sup>th</sup> June 2025, seconded by MJ and agreed by all members present.

**F14.25/26 MEMBERSHIP TO SLCC**

**RESOLVED:** CT proposed to approve to fund the Clerks membership of SLCC, seconded by CS and agreed by all members present.

**F15.25/26 WORKING GROUPS**

Membership of the Pavilion Project Working Group is as follows, CC, DE, CT, APr, APa, NT, TO

**F16.25/26 ROAD SAFTEY WORKING GROUP**

**RESOLVED:** Apa proposed to approve the recommendations from the Road Safety Working Group which consisted of

- Continue working with SC to improve road markings and junction changes (with possible funding by the PC)
- Meet again with Oak Meadow School (CS and RR)
- Purchase 2 SIDs from Morelock to be positioned at 1) Lyth Hill Road and 2) Lythwood Rd/Castle Lane junction. Locations agreed on advice of SC Highways Officer. Cost £5500 including brackets. Additional costs maybe incurred for installation. Clerk to report to next Full Council.

Seconded by CC and agreed by all members present.

Signed:..... Date:.....