

STANTON LACY PARISH COUNCIL

Minutes of the Annual Meeting of Stanton Lacy Parish Council on Thursday 25th May 2023

Members: Cllrs Margaret Davis, Martin Finch, Emma Gatehouse, Robin Gatehouse, Phil Jones, Phil Parker, Corin Redman and Peter Williams. **In Attendance:** Cllr Cecilia Motley (Shropshire Council) and Heather Coonick (Clerk/RFO)

1. **Election of Chair and Vice Chair:** Cllr Martin Finch was elected as Chair and Cllr Robin Gatehouse as Vice Chair.
2. **Apologies for absence and acceptance of apologies:** None
3. **Declarations of Interest and Dispensations:** None
4. **Approve the minutes of the ordinary meeting on 16th March 2023.**
Resolved: To accept the minutes of the meeting on the 16th March 2023
5. **Election of Representatives:**
 - 5.1. South Shropshire Area Committee: Cllr Robin Gatehouse was elected.
 - 5.2. Footpath Warden: The Clerk will contact the previous warden to check if he is willing to continue.
 - 5.3. Louisa Powell Almshouses: Cllr Peter Williams was elected.
 - 5.4. Village Hall Committee: Cllr Phil Jones was elected.
6. **Approve the Annual Governance and Accountability Return 2021-2022:**
 - 6.1. Annual Report:
Resolved: To accept the annual report.
 - 6.2. Accounting Statements
Resolved: To accept and sign the accounting statements.
 - 6.3. Internal Audit Report: The report was noted.
 - 6.4. Annual Governance Statement:
Resolved: To accept and sign the governance statement.
 - 6.5. Bank Reconciliation: noted.
 - 6.6. Analysis of Variances: noted.
 - 6.7. Certificate of Exemption:
Resolved: Council confirmed that it was eligible to declare itself as exempt from external audit and signed the Certificate of Exemption
 - 6.8. Confirm the Dates of the Period for the Exercise of Public Rights:
Resolved: The dates were set as follows: Monday 3rd July to Friday 14th August 2023.
7. **Finance:**
 - 7.1. Review the Asset Register and Insurance Cover:
Resolved: To accept the asset register and purchase insurance from Zurich for £296.97.
 - 7.2. Authorise Payments to The Information Commissioners Office £35, H Coonick, Clerk (Reimbursement Stationery, Defibrillator Pad and Starter Kit), 123 Reg (Domain) £20.39, SALC (Affiliation Fees) £197.08, Defibrillator Electricity Supply (Church Farm Studios) £15, Insurance £296.97, D Lewis (Lengthsman) £114.75.
Resolved: To make the above payments.
 - 7.3. Confirm the Environmental Maintenance Grant Terms
Resolved: The council confirmed that it had followed the grant terms of the Environmental Maintenance grant for 2022-23.
 - 7.4. Re-enrolment and Re-declaration of Compliance with the Pension Regulator:
Resolved: For the Council to re-enrol and re-declare its legal duties as an employer with the Pension Regulator
8. **Review and Adopt the:**
 - 8.1. Risk Assessment
Resolved: to accept the risk assessment

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8.2. Standing Orders:

Resolved: To accept the Standing Orders

8.3. Financial Regulations

Resolved: To accept the Financial Regulations.

9. Discuss the Boundary Review and Possible Parish Boundary Changes Including Letter from Culmington Parish Council:

Resolved: To write to Culmington Parish Council suggesting that the residents of Vernolds Common be invited to attend either or both Parish Council meetings to discuss their views on boundary changes.

10. Discuss the Extension to the Village Hall: The Village Hall Committee are discussing the cost of the extension at the next meeting in June. There is concern that the village hall does not have sufficient funds to cover the cost of the planned extension.

Resolved: The Clerk will contact the Rural Prosperity Fund to check if an application would be appropriate.

11. Consider Items for Inclusion in the Place Plan: Deferred to the next meeting.

12. Update on Broadband on The Hope: The Clerk reported that she had been in contact with Philip Dunne MP, the Building Digital Team and Connecting Shropshire.

Resolved: that the Clerk should contact Connecting Shropshire and suggest a joint meeting with all interested parties including Open Reach.

13. Agree the Dates of the Meetings for the Coming Year:

Resolved: 20th July, 21st September, 16th November, 18th January 2023, 21st March and 23rd May which will be the Annual Parish and Annual Parish Council meeting.

14. Agenda Items for the next meeting: a. Place Plan, b. parish boundaries c. broadband on The Hope, d. Speed of traffic at Village Hall junction e. changes to the Standing Order regarding the term for the chairperson.

15. The next meeting to be held on Thursday 20th July 2023 at 7.30pm.

Signed by the Chair:

Date: