

Chetwynd Parish Council

Chairman Municipal Year 2024/ 25 – Cllr Derrick Clancy

11th November 2024

Dear MEMBER of CHETWYND PARISH COUNCIL

You are hereby summoned and requested to attend a **MEETING** of the parish council on **MONDAY 18th November 2024 at 7:00 pm in The Village Hall, Sambrook**, in order to transact and consider the following items of business on the Agenda below.

Yours faithfully

Electronically signed

Sheila Atkinson – clerk@chetwyndparishcouncil.gov.uk

The right for the public and press to attend a Parish Council Meeting is established under the Openness of Local Government Regulations 2014 as well as the right to record, film and broadcast meetings. If anyone wishes to film, photograph, or audio record this public meeting, you must inform the Clerk at least 24 hours in advance to ensure obligations under the Data Protection Act, Human Rights Act, and other legislation are met.

A G E N D A

1) To receive any **APOLOGIES** for ABSENCE.

2) **DECLARATIONS OF INTEREST:**

Members are requested to disclose any pecuniary and/or non-pecuniary interest in respect of any items on this agenda.

3) To approve the Minutes of the Meeting held on Monday 19th August 2024 – copy **attached**.

4) **PUBLIC SESSION**

a. To consider a resolution to suspend the meeting to allow local electors the opportunity to comment on items on this agenda, and raise issues and matters of interest for consideration by the Parish Council.

b. To welcome Mr Martin Evans, from St Luke's Church Sambrook, Parochial Church Council (PCC), to address this council and provide further information regarding a grant request, which will be considered later in the Agenda.

REPORTS FROM PARISH COUNCILLOR :-

5) **Chairman's Report and Correspondence**

- Chairman Cllr Derrick Clancy to brief on any issues or updates relevant to councils business

- Clerk Vacancy the job has been advertised on the SALC web-site, on the notice boards in Sambrook and sent to local clerks in the vicinity.
- To receive any notices or updates from Councillors

Cllr Stefan will update Members on a recent meeting and visit to Sambrook, from the Rights of Way Officer regarding remedial works on the Style on footpath 2, upgrades and maintenance to R of W within the parish and the production of a walking route map.

- 6) To receive any other **correspondence** - A list of correspondence distributed to Cllrs since the last meeting will be tabled.

7) Parish Partnership Review Consultation

To note and consider correspondence from T&W regarding a review consultation being undertaken on suggested changes to the Parish Partnership Agreement with the Town and Parish Councils The period of consultation closes 6th December 2024.

Members have received electronic version of the current partnership agreement.

The current Town and Parish Partnership Agreement was launched in January 2022, and replaced the previous Parish Charter first agreed in 2012. It is intended to be a fresh approach to managing the relationship between the two tiers of local government – parish/town and borough. Chetwynd Parish Council chose not to sign up to the agreement.

8) Snow Warden, Winter Maintenance, Grit Bin & Salt

To confirm Cllr Robson as the nominated parish council Snow Liaison officer, and Cllr Philipps as the Snow Warden for Chetwynd Park. Members May wish to discuss the Parish Council owned grit bins and assess the need for refill of salt and repair.

T&W MATTERS

9) Borough Cllr Report

To receive any updates from Edgmond Ward Councillor Steve Burrell if available.

FINANCE

10) Financial Reports

a. To ratify and approve the financial report (*Balances, Invoices, Receipts*) and authorise invoices for payment – if any. A list of payments to date will follow.

b. To consider correspondence from Lloyds Bank regarding the change of Bank Account from a Treasurers' Account to a Community Account and closure of the Business Banking Resolution Service.

11) Grant Request

To consider a grant request from St. Luke's Church Sambrook PCC for a contribution towards a fund raising appeal for a project to build and install a toilet and small kitchen area within the church. Initial cost predictions are in the region of circa £50,000. Fund raising has commenced with a significant amount already committed, and a formal larger publicity appeal launch is being planned. The PCC are requesting in the region of £1000 from the Parish Council.

Members have received the initial correspondence and further information has been provided to the clerk to ensure the viability of the project. If Members choose to support this project financially, they may wish to consider pledging financial assistance and setting up an ear-marked reserve within the budget, to ensure that public money is appropriately spent.

12) Budget for the financial year April 2025/26

Members are requested to consider setting a Budget for the next financial year 1st April 2025 to March 31st 2026. The current budget with current expenditure to follow.

Clerk's Note:

Parish councils, irrespective of their size, have a statutory duty to prepare an annual budget. The budget process:

- *results in the council setting the precept for the following year*
- *gives the clerk overall authority to make spending commitments in line with the decisions of the council*
- *enables progress monitoring during the year by comparing actual spending against planned spending.*

*The budget is one of the most important annual tasks that the council must undertake and is required as part of 'proper practices' set out in the Practitioners' Guide. **It is not lawful to set a precept unless a budget has been prepared and approved.***

13) PLANNING

a. To consider Notification of Planning Application TWC/2024/0756
*Erection of 1no. self-build dwelling with associated parking and landscaping works
Land opposite Byre Cottage, Sambrook, Telford, Shropshire*

To view the application summary click the link below:-

<https://secure.telford.gov.uk/planning/paapplicationsummary.aspx?applicationnumber=TWC/2024/0756>

b. To receive any updates regarding LPA planning applications or permissions granted – Cllr Humphreys.

14) SAFER NEIGHBOURHOOD TEAM PRIORITIES

To consider providing 3 priorities to the local Safer Neighbourhood Team.

Distribution by email

All Parish Cllrs:-

(BUTLER, CLANCY, GRIMSTON, HUMPHREYS, PHILLIPS, ROBSON, STEFAN, WILKINSON)

Borough Cllrs:- Burrell for information

Website & Notice Boards for information