

Acton Burnell, Frodesley, Pitchford, Ruckley & Langley Parish Council

Annual Parish Council Meeting

Via remote video link

Tuesday 12th May 2020 at 7.30pm

MINUTES

- 20.5.1** The Chairman welcomed all to the meeting and outlined the protocol for the video-link meeting, which has been allowed under the special measures that were introduced to ensure continued operation during the COVID19 lockdown.
- 20.5.2** In attendance were Cllr J Long - Chair, Cllr K Faulkner – Vice Chair, Cllr R Morgan, Cllr G Ball, Cllr C Culliss, Cllr T Johnson, Cllr P Harrison, Cllr G Davies, Cllr A Argyropulo and E Wicks – Clerk. There are no apologies as all members attended.
- 20.5.3** The Nomination(s) for Chairman: John Long.
Cllr Harrison proposed to elect J. Long as Chairman which was seconded by Cllr Morgan. The Members voted unanimously to return J. Long to the Chair.
- 20.5.4** J. Long declared acceptance of the Office. The Clerk advised she would witness his acceptance signature when it could be done so safely.
- 20.5.5** The Nomination(s) for Vice-Chair: Paul Harrison.
Cllr Ball proposed to elect P. Harrison as Vice-Chairman which was seconded by Cllr Faulkner. The Members voted unanimously to elect P. Harrison as Vice-Chair.
- 20.5.6** P. Harrison declared acceptance of the Office. The Clerk advised she would witness his acceptance signature when it could be done so safely.

Cllr Long thanked the outgoing Vice-Chair, Cllr Faulkner, who had previously spent many years as Chairman and had kindly stayed on as Vice-Chair to guide and support him over the last two years.

- 20.5.7** There were no public Attendees.
- 20.5.8** Minutes of Last Meeting
- 20.5.8.1 Members confirmed that the previous Minutes were a correct record.
- 20.5.8.2 Cllr Ball proposed to accept the minutes of 12th March 2020. Cllr Johnson seconded and all agreed.
- 20.5.9 Staff Appraisals Committee:**
- 20.5.9.1 The Council was advised that the Clerk’s appraisal had been undertaken, signed and accepted. There were no recommendations to note.
- 20.5.9.2 The Council agreed that with Cllr Long as Chair, Cllr Cullis and Cllr Ball should continue as Committee members and that the existing delegation arrangements and terms of reference were adequate.
- 20.5.10 Staffing Appraisal Appeals Committee**
- 20.5.10.1 The Council agreed that it was more appropriate to have a Staff Grievance Committee and that this committee could hear all staff grievances including any appeals against Staff Appraisal Committee decisions.
- 20.5.10.2 The Council agreed Staff Grievance Committee Members as Cllr Harrison - Chair, Cllr Morgan and Cllr Argyropulo.
- 20.5.11** Cllr Morgan declared an interest in any discussions regarding Development at Home Farm Barns. Cllr Long advised that Cllr Morgan would be removed to the virtual ‘waiting room’ for the duration of that agenda item.

20.5.12 The report from Shropshire Cllr, Dan Morris, was noted (See Shropshire Cllr's Report).

Finance

20.5.13 Cllr Faulkner proposed to approve payments of accounts totalling £1303.20 (See list of Payments), Cllr Johnson seconded and all agreed.

20.5.14 Cllr Harrison proposed to accept the Bank Reconciliation as presented by the Clerk, Cllr Morgan seconded and all agreed.

20.5.15 Cllr Ball proposed the payment of £150 to cover the Chairman's Expenses, Cllr Culliss seconded and all agreed.

20.5.16 Cllr Davies proposed to agree the Clerk's claim for extra hours worked, Cllr Argyropulo seconded and all agreed.

20.5.17 Subscriptions to Other Bodies

20.5.17.1 Cllr Ball proposed to continue The PC's subscription to SALC, Cllr Johnson seconded and all agreed.

PC Working Documents

20.5.18 Cllr Faulkner proposed to adopt Standing Orders and Financial Regulations, Cllr Morgan seconded and all agreed.

20.5.19 Cllr Ball proposed agreement of the Register of Assets, Cllr Harrison seconded and all agreed.

20.5.20 Cllr Argyropulo proposed to agree Financial Risk Assessment, General Risk Assessment and the Provisions of Insurance, Cllr Davies seconded and all agreed. **Action: Clerk to check end date of the Insurance fixed price agreement.**

20.5.21 Planning: Existing planning applications requiring decision

20.5.21.1 Ref: 18/05229/FUL

Home Farm Barns

Cllr Morgan was removed to 'waiting room' for duration of this item.

Cllr Long reported he had attended a 'social distanced' site meeting with SC Planning to see that the visibility aspects had been improved and the splays had now been approved by Highways. He recommended that the PC withdraw its objections in light of the improvements that have been made.

Cllr Faulkner proposed that the PC should withdraw its objection subject only to suitable provision being made for pedestrians and riders, Cllr Johnson seconded and all agreed.

20.5.22 New Planning Applications

There were none.

20.5.23 Parish Matters

20.5.23.1 Cllr Cullis proposed to purchase one 'Lenovo tab E10' for evaluation, seconded by Cllr Harrison and agreed. **Action: (1) Clerk to purchase one electronic tablet. (2) Clerk to pass to Cllr Ball for evaluation. (3) Cllr Ball to evaluate and report findings to PC.**

20.5.23.2 Cllr Long asked for it to be noted that the Parish Council would like to thank everyone in the community who had rallied round and were looking after our isolated and vulnerable parishioners. Their efforts were to be commended.

He also thanked Paul Harrison and Helen Croft for their work in setting up and managing communications via the new Parish Facebook page.

20.5.24 Next Meeting: 2nd June 2020 7.30pm (via remote video link).