

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

CLERK'S REPORT

Parish Council Meeting 9 November 2021

21.11.8 Finance

21.11.8.3 Clerk's additional hours

I'm requesting that the Council pay for 3 additional hours worked in October. These were incurred as a result of attending two training sessions in one week – budget setting and Councillor's Code of Conduct. I am also requesting the Council pay for an additional 15 hours for CiLCA training undertaken in October. Please see separate sheet with a breakdown of the additional hours.

21.11.8.4 Budget 2021/22

As a result of my additional hours worked, if approved, the salary budget line will incur a further overspend of £199.44. N.B unions are still negotiating the National Employer's pay offer. Once it is agreed, if the Council approves the pay increase (currently it appears likely to be a 1.75%), it would need to be paid backdated to April 2021. I have accounted for this in both this year's budget monitoring sheet and next year's budget forecast.

The office equipment line is forecast to be overspent by £173.21 at the end of year as a result of the purchase of Office 365 (authorised in May) and, in October, the Arnold Baker book on Local Government Legislation which is an essential resource for Parish Councils.

The Training line is overspent by £170.00 as a result of the costs of the CiLCA training registration fee.

21.11.9 Lightsource Community Benefit Fund

The Council has received a grant request from Village Views for £500. I have circulated their application to Councillors.

I am requesting an additional £245.75 from Lightsource to fund a replacement battery for the Defibrillator in Pitchford. The current battery is faulty and its warranty has expired.

21.11.10 Budget 2022/23

I have put together a rough first draft of the budget for 2022/23. This is purely illustrative to allow the Council to have a discussion on budget at the November meeting. We do not intend to finalise the budget until the meeting in January.

I have not yet updated the population calculations to determine an accurate precept contribution. I also need to do some more research into insurance costs as I believe they have increased

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significantly following the pandemic. We will receive confirmation of the exact cost of the elections this month, so that figure will be accurate by the time the budget is finalised in January.

Councillors are requested to consider whether they foresee any additional items which need to be budgeted for next year, such as IT equipment.

21.11.11 Training for Clerk

I began my CiLCA training at the beginning of October.

21.11.12 PC Working Documents

21.11.12.1 Code of Conduct

Shropshire Council has now adopted the LGA Code of Conduct without amendment with effect from 1 December 2021. It is the strong recommendation of NALC and SALC that Parish Councils adopt the same Code of Conduct as the Local Authority which employs their Monitoring Officer. Therefore, I highly recommend that the Parish Council follows suit and adopts this Code of Conduct.

As a result the Declaration of Interest form will be updated, but we have not yet received a copy of the revised version.

21.11.12.2 Defibrillator Maintenance Policy

I have drafted a Defibrillator Maintenance Policy, there are a few details of the current defibrillators in Appendix 1 that I am yet to fully complete. However, I will present the policy in its draft state so that the Council has the option to adopt the main policy in principle, if it wishes.

21.11.13 Planning

21.11.13.3 Clerk to update on Other Planning Notices

Despite requests, we have not received any further information from Shropshire Council on the enforcement issue at Frodesley Lodge.

19.1.1 Highways Matters:

19.1.1.1 Clerk to report on highway matters

Cllr Harrison, Cllr Long and I met with Shropshire Council on 3 November to discuss the extension to the pavement in Acton Burnell to Stoneleigh. They are hoping to schedule this work for March 2022.

21.11.16 Parish Matters

21.11.16.1 Pitchford Village Hall

I have requested a progress report on work at the Village Hall for this meeting.

21.11.16.2 Frodesley traffic calming and signs

Shropshire Council has now promised to provide the menu of options in the New Year. They are planning to order Gateway signs en masse and install them in villages across Shropshire in summer 2022 in order to help reduce costs.

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Community Governance Review

Shropshire Council is anticipating being able to update us on the next stages of the governance review this week.

Anna Morris
Clerk & RFO
ABFPR&L Parish Council
4 November 2021