

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

## CLERK'S REPORT

### Parish Council Meeting 18 January 2022

#### 22.1.3.2 Declaration of other registerable interest forms

Following adoption of the LGA Code of Conduct at the last meeting, SC has requested that all Members complete a form to declare non-financial registerable interests. These have been circulated to Councillors and will also be available to complete at the meeting.

#### 22.1.5 Confirmation and Acceptance of the Minutes of the Previous Meeting

The Clerk has received the following suggestions on the minutes of the last meeting:

- 21.11.16.3 This should be less detailed so as not to undermine the confidentiality of commercial business contracts.
- 21.11.17.3 Cllr Faulkner's abstention is to the PC organising the Sunday event and not the event itself or the possible funding which is on the agenda for discussion at January's meeting.
- 21.11.15.1 Misrepresents what Cllr Johnson stated. It should read that she thought it worth speaking to the landowner directly to see if they could work directly with the County Council to reduce costs and the timeframe for the work, not that the Parish Council should pay for this work.

#### 22.1.8 Finance

##### 22.1.8.3 Clerk's additional hours

I am requesting the Council pay for 4 additional hours incurred while I did some work while on leave in December. I am also requesting the Council pay for 22 hours towards my CiLCA training hours.

##### 22.1.8.4 Budget

The Council needs to approve the additional overspend to the salary line as result of costs incurred by paying for the Clerk's additional hours above. In addition, the Council should be aware that, due to new bank charges introduced by HSBC the Council's budget will be overspent on services by an additional £20 by the end of the financial year.

##### 22.1.9 Lightsource CBF

22.1.9.1 I expect to receive a grant application from the Acton Burnell and Pitchford Playgroup and will circulate it once I receive it.

22.1.9.2 Cllr Johnson has written a report outlining the funds required for the Jubilee picnic, which will be discussed at the meeting.

##### 22.1.9.3 Defibrillators

The pads for the machine in Ruckley and Langley expire on 16 January 2022; therefore we need to replace them. I have received a quotation of £102.94 (inc. VAT & postage) for a new set. I am

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struggling to find an alternative supplier with which to compare this quote and recommend the Council goes with this supplier. The Council needs to decide whether replacement parts for the Defibrillators should continue to be funded from the Lightsource funds or whether they are Council running costs which should come from the Council budget. In which case, this needs to be added to the budget for 2022/23 as the remaining machines' pads expire in during 2022.

The Pitchford Defibrillator is again showing an error. I have received a replacement machine and will send the existing machine back to be fixed.

### **22.1.12 Council banking arrangements**

I have undertaken a review of the Council's banking arrangements and have produced a separate report which will be circulated to Members shortly. This was motivated in part by the introduction of current account fees by our present provider, HSBC. However, as a result of the pandemic, there are currently delays to account switches and many providers are not allowing switches at this time. Therefore, the PC will be unable to avoid paying these fees for the remainder of the financial year.

### **22.1.13 PC Working Documents**

22.1.13.1 I have revised the PC's Standing Orders and Financial Regulations so that they are based on the most recent model version from NALC. There are no significant changes to either. I recommend they are adopted.

22.1.13.2 The Council is required by the Freedom of Information Act 2000 to have a Publication Scheme and Information Sheet. I recommend the PC adopts the ICO's model publication scheme and I have drafted an information sheet based on their recommendations.

### **22.1.14.3 Other Planning Notices**

Ref: 19/06414/ENF - In December, Shropshire Council found the placement of the wooden structure at Frodesley Lodge to be unlawful. This matter will now return to SC's Planning Enforcement Team.

I have not received updates regarding the other outstanding notices.

### **22.1.15 Highways Matters**

Pitchford Bridge was damaged in Storm Arwen. Shropshire Council is currently obtaining quotes for its repair and will keep the PC updated.