

## Parish Council Meeting

**NOTICE IS HEREBY GIVEN** that a Parish Council meeting will take place at Pitchford Village Hall on Tuesday **8 November 2022** commencing **7.30pm** and Members are hereby summoned to attend for the purpose of transacting the following business.



Signed:  
Sharon Clayton MPA, BA (Hons), FSLCC  
Locum Clerk

Date of issue: 1 November 2022

## A G E N D A

### **FILMING AND RECORDING OF COUNCIL MEETINGS AND THE REQUIREMENTS OF THE DATA PROTECTION ACT 2018**

Any person present at a Council meeting may not orally report or comment about a Council meeting as it takes place but otherwise may; film photograph or make an audio recording of a meeting; use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; report or comment on the proceedings in writing during or after a meeting, or orally report or comment after the meeting. Anyone making a recording for non-domestic purposes is advised to seek advice on their obligations to ensure any processing of personal information complies with the Data Protection Act.

**Anyone who objects to being filmed or recorded should notify the Clerk prior to the commencement of the meeting.**

- 22.11.1. Chairman's Welcome**
- 22.11.2. Apologies for Absence**
- 22.11.3. Disclosure of Pecuniary Interests, Bias and Pre-determination**

In accordance with Section 29 of the Localism Act 2011 Members are personally responsible for deciding whether they should disclose an interest at this meeting. Where a matter arises at a meeting which directly relates to a Member's Disclosable Pecuniary Interests they must disclose the interest, not participate in any discussion nor vote on the matter and must not remain in the room unless they have been granted a dispensation. If it is a 'sensitive interest', Members do not have to disclose the nature of the interest, just that they have an interest. (Please refer to the Council's Code of Conduct).

Members are also reminded they should not make decisions with a closed mind and must declare a bias and not vote on matters where their decision could be pre-determined.

- 22.11.4. Public Session**
- 22.11.5. Minutes**

To consider and approve the minutes from a Parish Council meeting held on 27 September 2022 (appendix 1)

- 22.11.6. Police Report**
- 22.11.7. Shropshire Councillor Report**
- 22.11.8. Clerk's Report – (appendix 2)**
- 22.11.9. Finance**

- 22.11.9.1. To consider and approve payments (appendix 3)
- 22.11.9.2. To consider and approve bank reconciliations (appendix 4)
- 22.11.9.3. To consider and approve how much to invest with Cambridge and Counties Bank

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

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**22.11.10. Financial Regulations**

22.11.10.1. To consider and approve a review of the Parish Council's Financial Regulations (appendix 5)

**22.11.11. Policy Review**

To consider and approve a review of the following policies:

22.11.11.1. Defibrillator Maintenance Policy (appendix 6)

22.11.11.2. Financial Reserves Policy (appendix 7)

22.11.11.3. Investment Strategy (appendix 8)

**22.11.12. Planning Matters**

**22.11.12.1. Planning Applications for Consideration**

To consider and approve a response to the following:

Application number	Details
None received	

**22.11.12.2. Planning Applications already Considered – TO NOTE**

Application number	Details
None received	

**22.11.12.3. Planning Decisions – TO NOTE**

Application number	Details
None received	

**22.11.13. Consultation**

22.11.13.1. To consider and approve a response to The Department for Levelling Up, Housing and Communities [consultation for Funding for Levelling-Up inquiry launched by the Levelling Up Committee](#)

**22.11.14. Traffic Calming**

22.11.14.1. To receive an update on traffic calming

**22.11.15. Footpath**

22.11.15.1. To receive an update on a footpath from Acton Burnell to Pitchford

**22.11.16. Jubilee Tree Planting**

22.11.16.1. To receive an update on Jubilee planting

**22.11.17. Next Meeting**

To NOTE the next meeting will take place on Tuesday 17 January 2023 commencing at 7.30pm

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**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Pursuant to Section 1(2) of the above Act and due to the confidential nature of the following business to be transacted it will be PROPOSED, SECONDED and RESOLVED that the public and press should not be present

**22.11.18. Staffing**

22.11.18.1. To consider and approve an increase in the payroll service contract effective from 1 April 2023 based on 1 employee (appendix 9)