

15<sup>th</sup> May 2024

To: **Members of Cheswardine Parish Council**

Dear Councillor

You are summoned to attend the **Annual Meeting of Cheswardine Parish Council** which will be held on **Wednesday 22<sup>nd</sup> May 2024** at 7:30pm at the Parish Hall, Podmore Road, Cheswardine, TF9 2FA.

Yours sincerely



Wayne Salisbury - Clerk and Responsible Financial Officer

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## Agenda

**1. Election of Chair**

To elect a Chair of the Parish Council for the ensuing year of 2024-25

**2. Election of Vice Chair**

To elect a Vice Chair of the Parish Council for the ensuing year of 2024-25

**3. To receive apologies for absence**

To receive any apologies for absence. Apologies for absence should be notified to the Clerk as soon as possible prior to the meeting.

**4. Declarations of Interest**

To receive declarations of Members' interests. Members are to disclose any pecuniary interest or non-pecuniary interest which they have in any item of business on the agenda, the nature of that interest, and in respect of pecuniary interests, to leave the meeting prior to discussion of that item.

**5. Minutes of the previous meeting**

To approve as a correct record the minutes of the meeting of the Council held on Tuesday 16<sup>th</sup> April 2024 and discuss any matters arising which are not specific items on this agenda.

**6. Co-Option**

To consider the co-option of declared individuals to fill the current vacant seat.

**7. Personnel Committee**

To consider membership of the Parish Council Personnel Committee. (4 seats)

**8. Support Services**

To approve the ongoing appointment of JDH Business Services for internal audit services.

**9. Appointment of Representatives**

To consider the appointment of the following representatives.

a) Local Joint Committee Representative

c) Helicopter Liaison Representative

b) NSAC / SALC Representative

d) Parish Hall Board of Management

**10. Public Participation.**

- A period not exceeding 15 minutes for members of the public to ask questions and submit comments.
- Please submit your questions or comments to the Clerk by emailing the address above before 9 am on the day of the meeting to ensure inclusion.

**11. Shropshire Unitary Councillor’s report**

To receive a report on any matters of interest relating to the parish. Following the report, members will be allowed to direct any questions to the Councillor.

**12. Reports from Parish Council Representatives – To receive reports from.**

- a) Parish Hall report
- b) Bus service

**13. Playing Field, Playground and Car Park**

- a) To receive any updates, discuss any matters relating to and make any required decisions.
- b) To consider requests for the use of the playing field for the purpose of camping.

**14. Highways/Environmental Health matters**

To consider any issues which may impact the Parish.

**15. Clerks Report**

To receive a report from the Clerk.

**16. Planning (Town and Country Planning Act 1990. Sched 1, para 8)**

- a) Planning applications to be considered at this meeting

Reference	24/01618/FUL
Address	Land Adj The Old Nook Soudley Market Drayton Shropshire TF9 2SE
Proposal	Conversion and change of use of existing commercial buildings to 4 residential dwelling units with associated,amenity space, parking, landscaping and access
Deadline for Comments	24 <sup>th</sup> May 2024
<a href="https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SCEQ9ATDHBA00">https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=SCEQ9ATDHBA00</a>	

Reference	24/01717/FUL
Address	Barn At Moss Lane Farm Moss Lane Chipnall Cheswardine Market Drayton Shropshire TF9 2SQ
Proposal	Conversion of attached barn to provide additional residential accommodation
Deadline for Comments	31 <sup>st</sup> May 2024
<a href="https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=dates&amp;keyVal=SCRUABTDHHC00">https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=dates&amp;keyVal=SCRUABTDHHC00</a>	

- b) To consider any planning applications which have been received since the publication of this agenda.

**17. Insurance**

To consider quotes for the renewal of the Council's insurance policy.

**18. Authorisation of payments**

To consider approval of payments for May 2024 (payment schedule to follow from The Clerk).

**19. Finance**

- a) To approve the financial position of the council on 31<sup>st</sup> March 2024.
- b) To consider the allocation of earmarked reserves for 2024-25.
- c) To consider the annual list of approved payments for 2024-25.

**20. Banking**

- a) To consider the change of bank to a provider suited to the needs of the Council.
- b) To consider which members will act as banking signatories.
- c) To consider which members will act as banking online users.

**21. Street Lighting Joint Energy Agreement 2024/2025**

To consider the continued participation in the Street Lighting Joint Energy Agreement with Shropshire Council.

**22. CCTV**

To consider the adoption of a CCTV policy.

**23. D-Day Commemoration Event**

To receive an update on the D-Day Commemoration event due to take place on Thursday 6<sup>th</sup> June 2024.

**24. Annual Community Meeting**

To receive feedback from the Annual Community Meeting and to consider any required actions.