**BONINGALE PARISH COUNCIL**

**Minutes of meeting**

**Wednesday 27th September 2023**

**Present**

Councillors D Slatcher (Chairman), C Keeton (Vice Chairman), S Burgess,

K Vilton.

Clerk to Boningale Parish Council, M Ward.

No members of the public were present.

The Chairman welcomed members to the meeting; introductions were not required.

1. **Apologies.**

To receive and approve apologies for absence. Members are asked to make their apologies direct to the clerk.

Cllr. A Gilson-Caldwell presented his apologies due to illness which were accepted by the council.

1. **Declarations of interest.**

To consider declarations of interest under consideration on this agenda in accordance with the Localism Act 2011 s32 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

Where a member indicates that they have a prejudicial interest but wish to make representation regarding the item before leaving the meeting, they must do so under item 4 (D) of Public Participation.

None.

1. **Public Participation.**

**Members of the public**are invited to ask questions, make representations, or submit comments on any item on the agenda. This is **LIMITED TO THREE MINUTES PER PERSON –**at the sole discretion of the Chairman.

No members of the public were present.

1. **Minutes of the previous meeting.**

To receive the minutes of the meeting held on 15th June 2023.

Cllr. Keeton asked for clarification regarding minute number 20, draft recommendations from Shropshire Council for new electoral arrangements, and the clerk agreed to review the minute and circulate a revision if necessary. Because of this possible revision no vote was taken on the minutes of 15th June, and they would not be posted on the website until agreed by council,

1. **Matters arising.**

To consider any issues arising from the minutes that are not included on the agenda.

There were no further matters arising.

1. **Correspondence**

To review any outstanding correspondence that has been received since the last meeting.

The clerk brought to the attention of councillors four items of correspondence recently received.

* A letter from Cotterell & Co., the council’s internal auditor, informing members that the company had merged with Muras Baker Jones of Wolverhampton and would be moving premises in early October 2023. The enlarged company would be pleased to continue as the council’s auditor in 2024 and onwards.
* An email from Beverley Pye, Public Participation Team Administrator for Shrewsbury and Telford Hospital NHS, was received inviting members to become community members and to receive regular updates about meetings and events. Cllr. Vilton agreed to become the council’s contact and receive and forward any information sent by Ms Pye.
* The council received a letter and response form from West Mercia Police asking the council to identify the three community issues causing the council most concern. Members agreed that road safety, fly tipping and speeding were the three priorities and the clerk was asked to complete the return on behalf of the council.
* An email had been received informing members that a building behind the Melville Club in Station Road, Albrighton was available for hire. The contents of the email were noted.

1. **To approve accounts for payment:**

* Staffing - £300.00

The staffing expenditure for the period July – September was agreed by the council and the cheque duly signed.

1. **Financial statement – September 2023.**

The financial statement up to September 2023 was circulated and discussed. It showed a balance of £3,464.45 with no expenditure other than the clerk’s honorarium during the last quarter. The accounts were approved by the council and signed off by the Chairman and the clerk.

1. **Items for inclusion on the next agenda.**

Councillors agreed that an update on the Pepperhill Solar Farm should be placed on the next agenda together with road safety, future policies, any outstanding planning applications, and the dates of meetings for 2024.

1. **Request for funding for the history of Boningale notice board for the former telephone box.**

Cllr. Keeton informed members that the group managing the former telephone box had £109 in their bank account and needed a further £65 to fund the information panel that would be mounted at the back of the structure to provide local information for users.

Cllr. Slatcher proposed that the £65 grant request should be agreed to, which was seconded by Cllr. Burgess and agreed by members. A cheque would be issued by the clerk for signing once an invoice had been received.

1. **Request for funding from the Melville Club, Albrighton, to assist with their new minibus running costs.**

Councillors considered the request from the Melville Club of Albrighton for a grant of £200/300 to assist with the running of their minibus which they had taken over from Albrighton Parish Council. The application form stated that there were four users of the facility that lived in the Boningale area.

The Chairman agreed to seek further clarification from Cllr. Illes of Albrighton Parish Council and report back to members once more details were known.

1. **Update on the latest developments regarding Pepperhill Solar Farm.**

The Chairman informed members that Shropshire Council had asked for further details from Low Carbon regarding traffic management, tree and hedge planting, a landscape plan and habitat management all of which had been provided by the company and had been approved by the planning authority. It was expected that groundwork would begin before the end of the year.

1. **Further discussion on the invoice from Parish Online following the latest email response from the company.**

The invoice from Parish Online for a second-year subscription following the first year’s free membership provided by the council’s insurers BHIB was rejected by members who felt that the council would be unlikely to make any use of the facility. The clerk was asked to inform Parish Online and cancel the subscription.

1. **Any road safety concerns in the area.**

Members agreed that there were no issues that they were likely to be able to influence but noted the increased usage of local roads by farm traffic at this time of the year and that Shropshire Council were maintaining roadside verges although some residents cut them themselves. The Chairman agreed to discuss this matter with Shropshire Council in two- or three-weeks’ time.

1. **To consider a list of current council policies and any possible omissions.**

The council currently had approved several policies as follows:

* Standing orders.
* Code of Conduct.
* Grants Policy.
* Complaints Policy.
* Policy for responding to planning applications,

Members agreed that the policies needed to be regularly reviewed and decided to carry out an annual review at the council meeting in June. The clerk was asked to provide draft policies regarding equal opportunities and GDPR, which would cover the issues of privacy and accessibility, for the next meeting in December 2023.

1. **Any outstanding planning applications.**

There were no outstanding planning applications.

1. **Date of next council meeting.**

The agreed date of the next council meeting was 6th December 2023 in the Old School Room, Boningale at 7.00 pm.

Signed………………………………………………………………Date………………………………………

Chairman