

**LEIGHTON & EATON CONSTANTINE**  
**ANNUAL PARISH COUNCIL MEETING**  
**At Eaton Constantine Village Hall**  
**Tuesday 3rd May 2022**

**DRAFT MINUTES**

1. **Welcome.** Cllr Susan Jones welcomed all to the meeting and introduced guest Diane Dorrell from SALC.
2. **Election of Chairman.** Cllr Susan Jones was elected as Chairman. Proposed by Cllr S Dawes and seconded by Cllr E Parton.
3. **Signing of Declaration and Acceptance of Office.** Cllr Susan Jones signed the Declaration of Acceptance of office.
4. **Election of Vice-Chairman.** Cllr Mark Thorn was elected as Vice-Chairman. Proposed by Cllr S Jones and seconded by Cllr S Dawes.
5. **Signing of Declaration and Acceptance of Office.** Cllr Mark Thorn signed the declaration of Acceptance of Office.
6. **Election to members of outside bodies.**
  - **SALC Area Committee** – Cllr S Jones to attend on behalf of the Parish Council
  - **Ironbridge Power station Group** - It was agreed that Cllr Jones continue to attend this group .Cllr E Parton would attend in Cllr Jones' absence.
  - **LJC** – Not in operation at presentProposed by Cllr Dawes seconded by Cllr Corrie
7. **Present and Apologies.** Councillor S Jones - Chairman, Councillor M Corrie - Vice Chairman, Councillor E Parton, Councillor S Dawes, Councillor M Thorn, Councillor M Budgen  
Apologies were received from Councillor A Bain.  
**Also present** Shropshire Councillor C Wild.
8. **Declaration of Pecuniary Interests.** There were none at this point.
9. **Council to agree the minutes from Meeting in March 2022.** It was agreed that these were a true and accurate record of the meeting. Proposed by Councillor Corrie, seconded by Councillor Thorn and agreed by all members present.
10. **Chairs Report .** The Chairman asked if the following groups could be set up:

**HR Working Group.** It was discussed that an HR working group should be set up to look into employment issues and confirmed that the members would be Councillor S Jones, Councillor E Parton. Councillor M Thorn suggested that Councillor A Bain should be included given his background which was agreed.

**Insurance Renewal group .** Councillor Jones asked to set up an Insurance Group with delegated powers to look at comparing quotes for the Council's insurance renewal and to pay the invoice. The account is due on 1 June 2022. The group would be Mrs S Jones, Mrs E Parton & Mr M Thorn. All agreed.

It was resolved that both groups be set up .Proposed by Councillor Thorn, seconded by Councillor Budgen and agreed by members present.
11. **Report from Shropshire Councillor.** Councillor Wild informed the Council that a planning application had been received to build a caravan site at Buildwas Leisure Park. The access to this site would be approx. 50 metres from the T junction at the bottom of the Much Wenlock Road and the B4380. She suggested that members of the Leighton & Eaton Constantine Parish Council should look at this application and send their comments to Councillor S Jones to put together a response to go to Shropshire Council's Planning department.

**12. Consultation on Charges in Car Parks.** No comments were to be submitted

**13. Local Policing Priorities.** It was agreed that the main priorities in our Parish were:

1. Speeding traffic,
2. Theft from outbuildings
3. Anti-Social behaviour -Fly tipping.

Councillor Jones said she will get in touch with Community officer Lyn Birch to note our priorities.

**14. Public Session –** There were no public present.

**15. Planning Matters**

Applications were noted.

Councillor S Jones advised that since the agenda being issued, the proposed Planning submission on Holly Cottage has been approved. Also, the Planning Application for Oak House has been granted.

**b. The Council to consider any new applications.**

**Ref 22/01322/FUL - School House, School Lane, Leighton.**

**Proposal: Erection of Double Garage and Home Office following demolition of existing garage.**

The Parish Council had no objection.

**16. Highways.** Councillor S Jones will chase up the current Highways issues.

**17. Financial Matters.**

- a) Invoices were approved for payment. In addition to the invoices listed It was resolved to purchase Jubilee plaques to be attached to lampposts for the Jubilee celebrations in the Parish. This invoice was added to the list for payment and Payment approved.
- b) Internal Auditors report accepted
- c) Year End Bank Reconciliation as presented by the Clerk accepted.
- d) Year End Accounts as presented by the Clerk accepted.
- e) Council agreed to certify themselves exempt from a Limited assurance Review for the financial year 2021-2022.
- f) Council noted and accepted the Internal Audit for the Financial Year 2021-2022
- g) Annual Government Statement Accepted and agreed  
All above: Councillor Jones Proposed, Councillor Parton seconded.
- h) Accounting Statements were accepted and agreed.  
Councillor S Dawes Proposed, Councillor M Corrie seconded.
- i) Explanation of variations between 2021 & 2022  
Proposed by: Councillor M Thorn and seconded by Councillor S Dawes.

**Electors Rights.** Councillor S Jones will forward Electors Rights forms to Councillor S Dawes and Councillor A Bain for the Notice Boards.

**18. Parish Matters.**

- a. Councillor Dawes stated that there was no information poster from the local Police Officers in Eaton Constantine and was advised to contact the local Police Officer.  
Councillor Jones asked Councillor S Dawes if she had had any feedback from Shropshire Council regarding the gate which was knocked down by the village hall. She had not. Shropshire Councillor C Wild suggested contacting Graham Downes at Shropshire Council for feedback.

**b. Councillor M Thorn raised two issues:**

1. Writing cheques when required is an old-fashioned way of doing things and suggested it could be actioned electronically.
2. Queens Jubilee from 2<sup>nd</sup> to 5<sup>th</sup> June. There will be an insert in the Under the Wrekin with various activities – on Friday 3<sup>rd</sup> June a Summer Festival and on Saturday, a Vintage tea.

**19. Dates for the next meetings. The following dates were confirmed.**

Tuesday 5<sup>th</sup> July 2022, Tuesday 6<sup>th</sup> September 2022. Tuesday 1<sup>st</sup> November 2022, Tuesday 10<sup>th</sup> January 2023, Tuesday 7<sup>th</sup> March 2023 , Tuesday 2<sup>nd</sup> May 2023.