

Chetwynd Aston & Woodcote Parish Council

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15th May 2024

To all Members, Chetwynd Aston & Woodcote Parish Council
Copied to others for information.

Dear Colleagues

NOTICE IS HEREBY GIVEN that the Annual General Meeting of Chetwynd Aston & Woodcote Parish Council for the municipal year 2024/25 will take place on the 22nd May 2024 at 7:30pm to be held at Church & Chetwynd Aston Village Hall. Members are summoned to attend for the transaction of business on this agenda.



Clerk of the Council

AGENDA

- 1. Election of Chairman**
To elect a Chairman to serve the municipal year 2024/25
- 2. Chairman's Declaration of Acceptance of Office**
The Chairman will be required to read out the declaration and sign.
- 3. Election of Vice Chairman**
To elect a Vice Chairman to serve the municipal year 2024/25
- 4. Vice Chairman's Declaration of Acceptance of Office**
The Vice Chairman will be required to read out the declaration and sign.
- 5. Apologies and declarations of Interest**
To receive apologies and record any pecuniary or non-pecuniary declarations of interest in matters relating to the business to be conducted on this agenda.
- 6. Public Session**
The Chairman of the parish council will open the meeting and allow 15 minutes for members of the public to ask questions to the council, 3 minutes per person.
- 7. Minutes of the meeting held 27th March 2024**
Copies have been distributed to members of the Council and will be displayed on the website.
- 8. Matters arising, for information, from the 27th March 2024 minutes not otherwise on the agenda**
- 9. Confirmation of meeting dates and arrangements for 2024/25**
Members to adopt a calendar of meetings for the municipal year 2024/25

10. Confirmation of policies & procedures

Members to confirm the re-adoption of the following policies;

- a. Financial Regulations
- b. Standing Orders

11. Confirmation of bankers, auditors and cheque signatories

Members to consider the current arrangements and any recommendations as listed by the Clerk/RFO;

- a. Continue using Barclays in F/Y 2024/25
- b. Appoint K. Eshelby as Internal Auditor for 2024/25
- c. Continue the banking mandate and signatories with; Cllrs: Page, Hardy, Matheson and Mr Furnival.

12. Annual subscriptions

Members to consider approval of the following subscriptions to continue past current membership;

- a. Shropshire Association of Local Councils
- b. CPRE The countryside charity

13. Representatives on Outside Bodies

Members to appoint representatives to the outside bodies as follows;

CPRE The countryside charity	
Church & Chetwynd Aston Village Hall Management Committee	
Rural Forum	
Shropshire Association of Local Councils (plus WAC)	
Newport Regeneration Partnership	

14. Reports from West Mercia Police

To receive any reports from the Safer Neighbourhood Team.

15. Reports from Telford & Wrekin Council

To receive any reports from the Ward Member for Church Aston & Lilleshall.

16. Reports from Parish Councillors

To receive any reports from Parish Councillors relating to matters affecting the Parish or any outside body reports.

17. Correspondence

To consider any items for discussion or consider actions appropriate.

18. Road Safety Scheme

To receive any updates or consider any necessary actions relating to the scheme.

19. Community Governance Review

To receive any updates

20. Condition of Woodcote Church

To receive any updates on progress of discussions.

21. Newport Library

To receive any updates on the progress of this becoming a community led library

22. Planning

- a.** To consider comments on any planning applications.
- b.** To note planning applications refused/approved since last meeting.
- c.** To receive any updates in relation to the Local Plan Review
- d.** To receive any reports on the Bloor Homes and Tilia Homes developments.
- e.** To note any enforcement cases relating to the parish.

23. Financial Reports

- a.** To approve the reconciliation of banking statements and payments.
- b.** To resolve that the Parish Council is exempt from external audit for 23/24.
- c.** To note acceptance of the internal auditors report and consider approval of the AGAR for 2023/24.