

# COUND PARISH COUNCIL

Chairman:	Cllr Simon James Glebe Farm Upper Cound Shrewsbury SY5 6AT	Clerk:	Lisa Harris
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## MINUTES OF THE ANNUAL PARISH COUNCIL MEETING Held following the Annual Parish Meeting on 18 May 2023 at The Guildhall, Cound

**Present:** Parish Councillors S James (Chair), R Davies, S Green, J Hall, T Roberts, R Sartain, S Scott, M Smith, K Symonds, and Shropshire County Councillor C Wild

**Clerk:** Lisa Harris

One member of the public was present

### 01.23 Election of Chairman

Councillor James asked for nominations for Chairman.

**It was proposed** by Councillor Symonds and seconded by Councillor Roberts and **resolved (without opposition)**

that Councillor James be elected as Chairman for the ensuing municipal year.

### 02.23 Chairman to sign Declaration of Acceptance of Office

Councillor James signed the Declaration of Acceptance of Office, and this was acknowledged by the Clerk.

### 03.23 Election of Vice Chairman

**It was proposed** by Councillor James and seconded by Councillor Symonds and **resolved (without opposition)**

that Councillor Roberts be elected as Vice Chairman for the ensuing municipal year.

### 04.23 Apologies for Absence

None

### 05.23 Disclosable Pecuniary Interests

- a) Councillor Hall declared a pecuniary interest in agenda item 20.23
- b) There were no applications for a dispensation regarding disclosable pecuniary interests

**06.23 Public Participation Session** – *a period of 15 minutes will be set aside for the public to speak, with a strict 5-minute limit per speaker. Members of the public may speak on matters appearing on the agenda. However, if a matter does not appear on the agenda, a written request should be submitted to the Clerk no later than 2 working days before the meeting.*

Mr James Healey gave his views on the potential impact of the proposed North West Relief

Road on the residents of Cound. He expressed the opinion that Council Tax might be affected if the scheme goes ahead. He said that the facts, as he understood them, were that the current estimated costs are £85M. This figure was arrived at probably 3-4 years ago now and is likely to go up. There is a Department for Transport (DfT) subsidy of £55M which was agreed a number of years ago. Mr Healey queried whether Shropshire would get more money from the DfT because if it doesn't then there will be a shortfall in funding. As a "roads engineer" familiar with the costs of road schemes, Mr Healey's personal view is that when comparing this particular road scheme with current similar ones in the country, he can't see it coming in at anything less than £110M. Should this be the case then looking at around a £55M shortfall which Shropshire Council would need to fund possibly by reducing spending (reducing services) or increasing Council Tax. Mr Healey advised the Councillors not to take his word for this but to do their own research and if they think his points are valid then the Parish Council could object to the scheme.

The Chairman advised Mr Healey that if a Parish Councillor felt strongly about the issue, then they could request it be placed on the next agenda. [Mr Healey left the meeting]

#### **07.23 To approve the minutes of the Parish Council Meeting held on 16 March 2023**

The minutes of the previous meeting had been circulated.

**It was proposed** by Councillor Symonds and seconded by Councillor Roberts and **resolved (without opposition)**

that the minutes of the Parish Council Meeting held on 16 March 2023 be accepted as a true record. The minutes were signed accordingly.

#### **08.23 Clerk's report on matters arising since the Parish Council Meeting of 16 March 2023**

- Environmental Maintenance Grant of £517.50 had been received from Shropshire Council on 18 April 2023.
- Precept of £6,756.00 had been received from Shropshire Council on 26 April 2023.
- Finalised end of year accounts and submitted files to SDH Accounting for audit.
- Completed the 2022/23 AGAR.
- Received an extremely positive audit report in early May 2023.

#### **09.23 To receive report from Shropshire Councillor**

Councillor Wild had presented her report at the Annual Parish Meeting held immediately prior to the Annual Parish Council Meeting. She therefore had nothing further to report apart from to say that Shropshire Council is currently marking the annual "Foster Care Fortnight" and a call was going out for potential foster carers to come forward as there is a huge need in the county. Anyone interested can find further information by clicking [here](#)

#### **10.23 To receive the defibrillator audit check for the period**

Councillor Roberts had performed the audit checks for the period up to 17 May and confirmed that both defibrillators were ready to use as and when required.

#### **11.23 To review and re-adopt updated Standing Orders**

The Standing Orders had been circulated for review by Councillors before the meeting.

**It was agreed (without opposition)** that the Standing Orders dated May 2023 be re-adopted by the Council and signed accordingly.

### **12.23 To review and re-adopt Financial Regulations**

The Financial Regulations had been circulated for review by Councillors before the meeting.

**It was agreed (without opposition)** that the Financial Regulations dated May 2023 be re-adopted by the Council and signed accordingly.

### **13.23 To review and adopt Code of Conduct**

The Code of Conduct had been circulated for review by Councillors before the meeting.

**It was agreed (without opposition)** that the Code of Conduct dated May 2023 be adopted by the Council and signed accordingly.

### **14.23 To receive and review the Risk Assessment Schedule**

The Risk Assessment Schedule had been circulated for review by Councillors before the meeting.

**It was agreed (without opposition)** that the Risk Assessment Schedule dated May 2023 be adopted by the Council and signed accordingly.

### **15.23 To receive and review the Asset Register as at 31/03/23**

The Clerk presented the Asset Register at the year end. No additional assets had been added during the year.

**It was agreed (without opposition)** to adopt the Asset Register as presented. The Chairman and Clerk signed the copy Asset Register.

### **16.23 To appoint insurers for the period 01/06/23 – 31/05/24**

The Clerk had obtained a number of quotes and Zurich Insurance was the most competitively priced at £241, which surprisingly had not increased on the cost of cover for 2022/23.

It was **agreed (without opposition)** that Zurich be appointed as insurers for the period 01/06/23 – 31/05/24.

### **17.23 Annual Return for the year ended 31 March 2023**

**Council to receive, approve and sign (as appropriate) the following:**

#### **a) Final bank reconciliation and accounts 2022/23**

Council approved the year end bank reconciliation as checked by the Internal Auditor and Councillor Symonds. The final year end detailed accounts were approved.

#### **b) Internal Audit Report 2022/23 (AGAR part 2 page 4)**

Council considered the Internal Audit Report and noted that the Council's system of Internal Controls was operating effectively.

#### **c) Certificate of Exemption 2022/23 (AGAR part 2 page 3)**

Council confirmed that it meets the criteria for certifying itself as exempt from the full requirements for external audit. The RFO and the Chairman signed the Certificate of Exemption for submission to the external auditor.

#### **d) Annual Governance Statement 2022/23 (AGAR part 2 page 5)**

Council considered each internal control statement per The Governance Statement (1-9) and confirmed their agreement that each was met. The Clerk/RFO completed the Annual Governance Statement to this effect and the Chairman and Clerk/RFO signed the statement

as approved.

**e) Summary accounting statements (AGAR part 2 page 6)**

It was **agreed (without opposition)** to confirm the accuracy of the accounting statements. The Chairman signed the summary accounting statements in the Annual Governance and Accountability Return as approved.

**18.23 Guildhall Matters**

Councillor Sartain provided a brief update: The recent Cound Art Exhibition had been incredibly well received and raised over £10K. Approximately half (£5K) was given to the church, £5K to The Guildhall and £500 was given to the Air Ambulance. Councillor Sartain made special mention of the outstanding work carried out by Claire England and her team. The church fete had been hosted last weekend and this had been very successful. A number of events (weddings, funerals and christenings) were booked to take place in the near future and with the new loos going in shortly the “village hall” will be a huge asset to the local community.

**19.23 Current Year Financial matters**

**a) Payments**

**Authorised payments for April and May 2023 from Treasurer’s Account**

Date	Payee	Description	Amount
18/05/2023	Miss L Harris	Clerk's expenses April/May	£ 32.30
18/05/2023	Miss L Harris	Clerk's Salary April/May	£ 529.76
18/05/2023	HMRC	PAYE on Clerk's salary April/May	£ 132.20
18/05/2023	SDH Accounting	Audit Fee	£ 165.75
18/05/2023	Zurich	Annual Insurance Premium	£ 241.00
18/05/2023	SALC	Affiliation Fees 2023/24	£ 256.33
18/05/2023	D Burn	Environmental Maintenance April	£ 160.00
<b>TOTAL</b>			<b>£1517.34</b>

**It was proposed** by Councillor Symonds and seconded by Councillor Roberts and **resolved (without opposition)**

that the above accounts be approved for payment.

**b) Bank reconciliation to 14 May 2023**

The bank was reconciled at £12,125.71, being the online banking balances on the date the meeting Agenda was prepared. The bank reconciliation was agreed and signed by Councillor Symonds.

**20.23 Planning**

**1. Decisions to note:**

**a) Ref: 23/01089/FUL**

Address: Fen Wyatt Little Mosterley Cound Shrewsbury Shropshire SY5 6BG

Description: Proposed agricultural building for storing machinery and associated equipment

Validated: 13 Mar 2023

Status: Granted

**2. Planning applications for consideration:** [Councillor Hall stepped out of the meeting]

**a) Ref: 23/01601/FUL**

Address: Fair Acres Cound Moor Shrewsbury Shropshire SY5 6AY

Description: Erection of extension to existing workshop/agricultural building to provide additional storage of timber and machinery

Validated: 13 Apr 2023

Status: Pending Consideration

No objections nor comments were recorded on any of the above planning applications.  
[Councillor Hall rejoined the meeting]

**21.23 To consider making a donation/awarding a grant to The Guildhall towards renovation works**

A full discussion took place and it was agreed that when next year's budget is being formulated, consideration is given to allocating money for a community grant. A Grant Awarding Policy is already in place but currently nothing from the precept is budgeted to allow for any grant(s) to be awarded.

**ACTION:** Clerk to put on November's agenda whether the Parish Council wishes to budget for the awarding of a grant(s) in 2023/24.

**22.23 To consider restoration work to the War Memorial**

A number of quotations for restoration work have been received. Even if the War Memorials Trust were to give a 50% grant then a substantial amount of the Parish Council's reserves would be used to fund the restoration work. A full debate took place where various ideas were mooted and it was agreed that the Clerk would seek answers to a number of questions.

**ACTION:** Clerk to speak with Historic Environment at Shropshire Council to find out if the War Memorial (Grade II Listed) could be replaced. If it is a possibility then to find out the approximate cost of replacement. Should the only option be to restore the existing monument, to apply to the War Memorials Trust to see how much of a grant would be awarded.

**23.23 Correspondence**

- Email from Mrs C Howarth regarding a possible footpath issue. Following consultation with Shropshire Council's Rights of Way Mapping & Enforcement Manager, it was established that this was not a Parish Council matter and the Clerk had replied to Mrs Howarth advising that Shropshire Council, rather than the Parish Council, was the statutory body regarding public rights of way and any queries should be directed to them.

**24.23 Future agenda items**

None

**25.23 Dates of next meetings**

Thursday 20 July 2023 at 7.30pm at Cound Moor Village Hall

Thursday 21 September 2023 at 7.30pm at The Guildhall, Cound

Thursday 16 November 2023 at 7.30pm at Cound Moor Village Hall

Thursday 18 January 2024 at 7.30pm at Cound Moor Village Hall

Thursday 21 March 2024 at 7.30pm at Cound Moor Village Hall

Thursday 16 May 2024 at 7.30pm at The Guildhall, Cound (Annual Parish Meeting and Annual Parish Council Meeting)

The Chairman thanked everybody for attending and the meeting closed at 8.58pm.

Signed by Chairman: .....

Date: 20 July 2023