

# WROCKWARDINE PARISH COUNCIL

Admaston House, Wellington Road, Admaston, Telford, TF5 0BN  
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## PLEASE NOTE THE FOLLOWING MEETING OF THE PARISH COUNCIL THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

### ANNUAL PARISH COUNCIL MEETING

The next meeting of **Wrockwardine Parish Council** is at **Admaston House** on **Monday 22<sup>nd</sup> May 2023** at **7.30 p.m.** The business to be transacted at this meeting will be as set out on the agenda below:

Dated this: 16<sup>th</sup> May 2023

Signed: **Julia Hancox**  
(Clerk to the Council)

### AGENDA

1. **Welcome (Outgoing Chairman)**
2. **Election of Chairman**
3. **Chairman's Declaration of Acceptance of Office** – to note signing
4. **Co- Option** – to consider any applicants for co-option following the elections of 4<sup>th</sup> May 2023 which left 2 vacancies (*Applicants will be given the opportunity to speak following which Members can ask any further questions before voting*)
5. **Election of Vice-Chairman**
6. **Apologies for absence**
7. **Declaration of Interests: a) Pecuniary b) Personal**
8. **Public Session (15 mins)** - the Meeting will be adjourned for 15 minutes to allow presentations to the Chairman and Council from members of the public
9. **Police & PCSO** – to receive any updates & discuss any issues within the Parish
10. **Minutes** - to confirm the minutes of the Council Meeting held on Wednesday 12<sup>th</sup> April 2023
11. **Borough Councillors Report** – to receive verbal reports

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12. **Planning** (*details to date attached*)
  - 1) **Permissions & Refusals** – for information
  - 2) **New applications** – to consider comments to be submitted
  - 3) **New applications received after the agenda was circulated** – to consider comments to be submitted
13. **Finance**
  - a) **To confirm the Final Accounts Paid and Bank Reconciliation for April 2023**
  - b) **To confirm the Accounts for Payment May 2023**
  - c) **Bin Emptying Contract** – to consider revised contract amount
  - d) **Bank Signatories** – to consider updating the signatory list following the election
14. **Annual Governance & Accountability Review (AGAR) 2022/23**
  1. **To approve the Year End Accounts**
  2. **To review & confirm the Asset Register as at 31/3/23**
  3. **To receive the Internal Audit Report**
  4. **To agree content & approve AGAR Section 1 “Governance Statement”**
  5. **To approve AGAR Section 2 “Accounting Statements”**
  6. **Notification of Public Rights** – to approve the dates for the public rights of inspection: 5/6/23 – 14/7/23 (being 30 working days including the first 10 working days of July)
15. **General Power of Competence** – to resolve to adopt the GPoC for the term of this Council and to confirm the Council’s eligibility (Localism Act 2011 s7(1))
16. **Appointment of Members to Committees**
  1. **Finance & General Purposes Committee**
    - a. **Election of Chairman for F&GP**
  2. **Human Resources Committee**
17. **Appointment of representatives to Working Groups & other meetings**
  1. **Traffic Working group**
  2. **Leaton Quarry Liaison Group**
  3. **Grounds Management & Maintenance Group**
  4. **Allscott Meads Stakeholder Group**
  5. **Haygate Road Liaison Group**
  6. **Wrekin Area Committee**
  7. **Admaston House**
  8. **Allotments Group**
  9. **Mental Health Liaison Group**
  10. **Rural Forum**
  11. **Bus User Group**
  12. **Armed Forces Covenant Representative**
  13. **White Ribbon Accreditation Representative**
18. **Meetings of the Council**
  - a. **To approve the dates, venues & frequency of Full Council meetings for the next 12 months**

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- b. To consider the general communication prior to & during meetings including representation of Councillors in their absence
19. **Review of Documents & Policies** – to consider any amendments and approve the documents
    1. **Standing Orders**
    2. **Financial Regulations**
    3. **Risk Management Document**
    4. **Policies**
  20. **Annual Subscriptions** – to consider membership & approve payment when due:
    1. **Membership of SALC** (Shropshire Association of Local Councils) which includes **Membership of NALC** (National Association of Local Councils)
    2. **Membership of SLCC** (Society of Local Council Clerks)
  21. **Traffic Calming, Admaston Scheme** – to consider the proposed plans following a meeting of the current Traffic Working Group with T&W Highways Dept on 19/5/23
  22. **Free Little Library** – to receive & consider an updated proposal
  23. **Play Areas** – to consider replacements for damaged equipment
  24. **Clerks Update** – to receive a written update on various matters previously discussed and/or agreed or to advise
  25. **SID Statistics** – to receive data
  26. **Correspondence**
    1. **Long Yard Meadow** – resident's request for an update on possible replacement to the temporary arrangement
  27. **Date of the next meeting** - Members are asked to note that the next meeting is on a later date, due to the elections, and will be on **Wednesday 14<sup>th</sup> June 2023** at **Admaston House** at **7.30p.m**

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## Item 12 Planning

Applications can be viewed on the Borough Council's Planning Portal by clicking on the link given or by accessing the portal directly at [Telford & Wrekin Council](#) prior to the meeting and any comments for new applications should be ready for discussion. If you are unable to access the application's please contact the Clerk

### 1. Permissions & Refusals – For information

<b>TWC/2023/0074</b>	Allscott Depot, Allscott	Change of use of B8 storage & distribution centre to tractor dealership & workshop (Sui Generis) & storage & distribution warehouse (use Class B8) with cladding, additional window, new steel steps, landing & demolition of 2no. existing warehouses & office buildings (Part-Retrospective) *Amended Description*	Full Granted
<b>TWC/2022/0855</b>	Site of Admaston Farm, Bratton Rd, Admaston	Conversion of barn to 1no. dwelling & erection of detached single garage *Amended Plans*	Full Granted
<b>TWC/2023/0115</b>	Land off Lesley Drive, Lewis Cres, Khan Close & Beddows Close, Wellington	Removal of limbs to various trees	Tree Preservation Order Granted

### 2. New Applications – For Comments

<b>TWC/2023/0283</b>	Land Junction of Burcot Gate, Wrockwardine	Determination under Part 16 of the GPDO for the proposed installation of 1no. AC meter cabinet, 1no. Bowler cabinet, 1no. RBS 6130 equipment cabinet, 1no. GPS module to be mounted above antennas & 1 no. 17m high Phase 8 street pole	Comments by 26/5/23
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### 3. Applications received after the agenda was circulated – to be circulated prior to the meeting if applicable