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**NOTICE OF ANNUAL COUNCIL MEETING, TO BE HELD ON MONDAY 22<sup>nd</sup>  
MAY 2023 AT THE COCK INN FUNCTION ROOM, HANWOOD AT 7.30PM**

Signed

R Turner

Rebecca Turner, Clerk to the Council

17<sup>th</sup> May 2023

**AGENDA**

- 1/2324 **ELECTION OF CHAIRMAN**  
(i) *To elect a chair for the 2023/4 municipal year*  
(ii) *Chair to sign declaration of acceptance of office or agree deferred arrangements for signing*
- 2/2324 **PRESENT & APOLOGIES FOR ABSENCE**
- 3/2324 **DISCLOSURE OF PECUNIARY INTERESTS & DISPENSATION REQUESTS**  
a) *Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. (Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest whether or not the interest in the register of members' interests maintained by the Monitoring Officer).*  
b) *To consider any new dispensation requests*  
c) *To declare any gifts or hospitality*
- 4/2324 **ELECTION OF VICE CHAIRMAN** - *to elect a vice chair for the 2023/4 municipal year*
- 5/2324 **PUBLIC PARTICIPATION SESSION**  
*A period of 15 minutes is set aside to allow the public the opportunity to speak on an agenda item.*
- 6/2324 **MINUTES** - *To confirm the minutes of the Council Meeting dated 24<sup>TH</sup> April 2023 as being a true record and to authorise the chairman to sign them.*
- 7/2324 **REPORTS** – *to receive the following report and agree actions arising*  
a) *Police Report*  
b) *Shropshire Council*  
c) *Youth club*  
d) *Village Hall*  
e) *Speed Camera WG*  
f) *Open spaces/memorial garden/public realm WG*  
g) *Joint CIL WG*  
h) *Parish Councillor Reports (of external meetings attended)*
- 8/2324 **ANNUAL ITEMS** – *review and approval of the following:*  
a) *Standing Orders*  
b) *Financial Regulations*  
c) *Risk Management Policy*  
d) *Asset Register as at 31.3.23*  
e) *Insurance*

- f) *Banking arrangements and signatories*
- g) *Committees and working groups and memberships*
  - (i) *Speed Camera WG*
  - (ii) *Open spaces/memorial garden/public realm WG*
  - (iii) *To identify any other required working groups and committees*
- h) *Representatives of outside bodies – to nominate councillors to represent Great Hanwood PC on the following:*
  - (i) *SALC Area committee*
  - (ii) *Youth club committee*
  - (iii) *Village Hall committee*
  - (iv) *Joint CIL WG*
- i) *Annual Financial matters (2022/3 ACCOUNTS)*
  - (i) *Q4 bank reconciliation, budget report & variances explanation*
  - (ii) *AGAR - Internal Auditor's report*
  - (iii) *AGAR - Section 1 - Annual Governance Statement*
  - (iv) *AGAR - Section 2 - Accounting Statements*
  - (v) *Electors' Rights dates*
- j) *Confirmation of use of DDs and SOs for certain payments*
- k) *Review of signatories*

9/2324 **FINANCIAL MATTERS**

- a) *To approve payments including payments made between meetings*
- b) *To note income received*

10/2324 **PLANNING NOTIFICATIONS – FOR INFORMATION**

None received.

11/2324 **PLANNING APPLICATIONS – FOR COMMENT**

None received.

12/2324 **PARISH MATTERS**

- a) *Caradoc play area – update on install of new equipment and to note any maintenance matters*
- b) *Planters*
- c) *Place Plan Review - consultation*
- d) *Shropshire Council Divisional boundary review – consultation*
- e) *Dog fouling*
- f) *Tree pruning*
- g) *Other parish matters – reports*

13/2324 **CORRESPONDENCE – to note and agree actions arising:**

- a) *Road Closure: A488 Hanwood Village, Hanwood, Start Date: 17th July 2023, End Date: 18th July 2023 Purpose: Road Closure - Network Rail, Detailed examinations of underbridge. Road to be closed between 23:00 - 06:00 only, Works Promoter: Network Rail Infrastructure Ltd, Enforcement pattern for A488 Hanwood Village, Hanwood: Monday - Tuesday 23:00 - 06:00. You can view the closure and diversion route by clicking here: <https://one.network/?tm=134114616>*
- b) *Mousecroft Lane, Shrewsbury – surfacing and white lining works – between 23 May and 7 June (closed for first period, stop/go boards second period)*

14/2324 **NEXT MEETINGS**

- a) *Next meeting – Council Meeting 24<sup>th</sup> July 2023, The Cock Inn Function Room, Hanwood, 7.30pm*
- b) *Items for next meeting agenda- to note requests*
- c) *To agree meeting dates for 2023/4 municipal year*

15/2324 *It is **RECOMMENDED** that pursuant to Schedule 12A, Local Government Act 1972 and pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, that the public and press should be excluded during discussion of Items 16 to 17/2324 due to the likely disclosure of confidential information*

16/2324 **EMPLOYMENT MATTERS** – *to review clerk's salary point and hours*

17/2324 **PENSION ANNUAL RECONCILIATION & GOVERNANCE FORM** – *to approve*