

# STANTON LACY PARISH COUNCIL

## Minutes of the Annual Meeting of Stanton Lacy Parish Council at 8pm on 26<sup>th</sup> May 2022 at Stanton Lacy Village Hall

**Attendance:** Cllrs Finch (Chair), M Davis, E Gatehouse, R Gatehouse, J Hossbach, P Jones, P Parker and P Williams,

1. **Election of Chair and Vice Chair:** Cllr Finch was nominated by Cllr R Gatehouse 2<sup>nd</sup> Cllr Jones. Unanimously elected as Chair. Cllr R Gatehouse was nominated by Cllr Finch 2<sup>nd</sup> Cllr Jones. Unanimously elected as Vice Chair. Cllrs Finch and R Gatehouse signed the Acceptance of Office forms.
2. **Apologies for absence:** Cllr Redman. Cllr Motley (Shropshire Council)
3. **Declarations of Interest and Dispensations:** None
4. **Approve the minutes of the ordinary meeting on 17th March 2022 and the extraordinary meeting on 21<sup>st</sup> April 2022:** Approved and signed as correct. Prop Cllr Parker 2<sup>nd</sup> Cllr Williams.
5. **Election of Representatives:**
  - 5.1. South Shropshire Area Committee: Cllr R Gatehouse and Cllr Parker
  - 5.2. Footpath Warden: Mr John Grant is willing to continue in this role.
  - 5.3. Flood Action Group: Cllr Parker.
  - 5.4. Louisa Powell Almshouses: Cllr Williams
  - 5.5. Village Hall Committee: Cllr Jones
  - 5.6. Internal Checker: Cllr Parker
6. **Approve the Annual Governance and Accountability Return 2021-2022:**
  - 6.1. Internal Audit Report: The Council wished to thank Mr Brian Cairns for his report and reviewed its content. There were no issues raised by the auditor.
  - 6.2. Annual Governance Statement was reviewed and signed by the Chair.
  - 6.3. Accounting Statement was reviewed and signed by the Chair
  - 6.4. Bank Reconciliation was reviewed and accepted.
  - 6.5. Analysis of Variances was reviewed and accepted.
  - 6.6. Certificate of Exemption it was agreed that the Council can certificate itself as exempt from a limited assurance review and was signed by the Chair. The gross annual income for 2021-22 was £5,003 and the gross expenditure for 2021-22 was £4,269.
  - 6.7. Notice of the Period of the Exercise of Public Rights dates were set as the 13<sup>th</sup> June to the 22<sup>nd</sup> July 2022.  
  
Items 6.1 to 6.7 were accepted unanimously. Prop Cllr Finch 2<sup>nd</sup> Cllr Parker.
7. **Finance:**
  - 7.1. Annual Parish Accounts and Asset Register were reviewed and signed as correct by the Chair.
  - 7.2. Insurance: It was decided to accept the quotation of £284.80 by Zurich Insurance as others were considerably higher with similar levels of cover.
  - 7.3. Donations: This matter is deferred to the next meeting to gather further information.
  - 7.4. Payments authorised to D Lewis (Lengthsman) Inv 143 £68, H Coonick (reimbursement for Defibrillator Batteries and Pads) £817.20. Air Ambulance (on behalf of Mr Cairns, Auditor) £25, 123 Reg (website domain) £19.19. Microsoft 365 £79.99 (to be divided with Culmington and Munslow PC's), H Coonick £31.66 (reimbursement for Antivirus

**Copies of the agenda and minutes are available from the Clerk, Heather Coonick:**  
[www.stantonlacyparish.org](http://www.stantonlacyparish.org) email: [stantonlacypc@gmail.com](mailto:stantonlacypc@gmail.com) Tel: 07817607355

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software). Expected payments authorised: D Lewis (Lengthman) £100, Information Commissioners Office £35.00. Prop Cllr Finch, 2<sup>nd</sup> Cllr Williams.

7.5. Environmental Maintenance Grant Terms were fully complied with during the period April 2021- March 2022.

8. **Risk Assessment:** was reviewed and adopted.
9. **Issues from the Annual Parish Meeting:** No items for consideration.
10. **Boundary Review and Possible Parish Boundary Changes:** The Clerk will report to Cllr Motley that the areas for consideration of boundary changes are a. Vernolds Common b. Lydehole Farm c. Whitbatch. Bromfield Parish Council do not support a change with the boundary at Whitbatch. Both Culmington and Diddlebury Parish Councils support the changes with their boundaries.
11. **Notice Board at the Top of the Hope:** Cllr Finch thanks Mr Rosson for installing the notice board in the bus shelter at the top of The Hope. The Clerk will look into a small sign for the shelter.
12. **BT Fibre Optic Broadband Network Introduction:** The Clerk has placed an article in Ripples regarding this issue and will also put it onto the Parish Council website.
13. **Agenda Items for the next meeting:** a. Smartwater b. Road sign for Haytons Bent c. hedge trimming.
14. **The next meeting to be held on Thursday 21st July 2022 at 7.30pm.**