

SHELFORD PARISH COUNCIL
Minutes of a meeting of the Annual Parish Council held at the village hall
on Wednesday 17th May 2023, at 6.20pm

Couns. Bev Bingham (Chairman)
Lee Smith(A), Lesley Churm, Simon McLoughlan, Heather Miller

Present were the Deputy Clerk and Responsible Finance Officer Emma Goodman, and 4 members of the public.

- 1) Cllr Bingham was proposed, seconded, and duly **ELECTED** as the Chair of the Council and received and signed the Declaration of Acceptance of Office for 2023/2024
- 2) Cllr McLoughlan was proposed, seconded, and duly **ELECTED** as the Vice Chair of the Council and received and signed the Declaration of Acceptance of Office for 2023/2024
- 3) Councillors signed the declaration of acceptance of office and Declarations of Interest
- 4) Apologies – received from Councillor Lee Smith. Apologies were **ACCEPTED**.
- 5) Declarations of Interest – Cllr Bingham declared an interest over item 13.
- 6) Minutes of the Annual Parish Council Meeting of 11th May 2022 were **APPROVED**
Minutes of Parish Council Meeting 22nd March 2023 were **APPROVED**.
- 7) Review and Adopt the Standing Orders of Shelford Parish Council – Council **RESOLVED** to move the review of policies on an annual basis to the meeting in September.
- 8) Review and Adopt the Financial Regulations of Shelford Parish Council – Council **RESOLVED** to move the review of policies on an annual basis to the meeting in September.
- 9) Review and Adopt Policies of Shelford Parish Council - Council **RESOLVED** to move the review of policies on an annual basis to the meeting in September.
- 10) Review and agree Insurance renewal. Council discussed the renewal quote and **RESOLVED** to renew with the current renewal quote and look to get up to date valuations over the coming months.
- 11) Open session for the public (limited to 15 minutes)
Nothing to report.
- 12) County / Borough Councillor Updates and Questions
Borough and County Councillors gave their apologies due to another Council meeting.
- 13) Finance
 - a) Schedule of Payments/Reimbursements
Council **AGREED** payments totalling £273.00.
 - b) Full year budget report
Year 2022/23 Income £16,852 and Expenditure £19,020

c) AGAR

Council reviewed the AGAR and **REOLVED** for it to be signed by the Chairperson.

14) Planning Applications

Council raised traffic concerns over the new housing development on the A52.

15) a) Report from Clerk

Nothing to report.

b) Reports from Councillors

- Concerns were raised as to children running on the walls surrounding the Village Hall. Council **RESOLVED** to write to the parents of the children.
- Council website – Council discussed the need to update the website. Cllr Smith has agreed to update in the next few weeks.
- Playing field gate – it was reported that the playing field gate is broken. Council **RESOLVED** to purchase a new gate and lock with estimated costs of £197.
- Notice signs – Council **NOTED** that the notice signs were still required and would agree at the next meeting.
- Flooding issue – Council discussed the recurring issue of flooding when there has been heavy rainfall. Cllr Bingham has spoken to RBC to request the drains are cleared and cleaned and has also reported a broken manhole cover.
- Noticeboard – it was reported that the noticeboard needs a new post and padlock. Council **AGREED** for Cllr Bingham to get a quote for both and bring to the next meeting.

16) Date of Next Parish Council Meeting – **Wednesday 19th July 2023 at 6.00pm**

The chairman to move that the press and public be excluded from the meeting during consideration of the following agenda items on the grounds that it involves confidential information as defined in section 1 (2) of the Public Bodies (Admission to meetings) Act 1960.

17) Employment matters

Council discussed correspondence received from the current Clerk. Council **RESOLVED** to appoint a new CLERK as of 1st June 2023.