

Hopesay Parish Council

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below. Members of the public and press are welcome to attend the meeting.

**A MEETING of HOPESAY PARISH COUNCIL will be held at
Aston on Clun Village Hall at 7:30 pm on MONDAY 23rd June 2025**

Signed by Clerk: Mrs Meg Gwilliam CILCA

A G E N D A

1. **APOLOGIES FOR ABSENCE:** (*Attendance Register will be passed round*)
2. **DECLARATIONS OF INTEREST and written requests for dispensations:** to receive a) declarations of disclosable pecuniary interests; b) declarations of personal interests; c) to note outcome of any written dispensation requests
3. **MINUTES OF MEETINGS:** To **resolve to approve as an accurate record** the minutes of the annual parish council meeting held 19th May 2025.
4. **PUBLIC PARTICIPATION:** To allow members of the public to address the meeting in relation to business to be transacted at the meeting (total session up to 15 minutes, up to 3 minutes per person)
5. **UNITARY COUNCILLOR REPORT:** To receive a report from Unitary Councillor
6. **PLANNING:** New applications: 25/02108/AGR, Radnor Villas Broome, extension of existing storage building, agricultural land, ***for information only***.
7. **CORRESPONDENCE:** various bulletins, newsletters, information sheets etc
Temporary parish road closure: B4367 north of Broome to Longmeadow End, 8 – 12 Sept 2025.
8. **MILL STREAM FLOODING RISK/MAINTENANCE:** To consider possible actions regarding the Mill Stream vegetation, and to assess responsibility for maintenance.
9. **ASTON GREEN:** To consider suggestions and possible actions in light of anti social behaviour reported at Aston Green and the Village Hall car park in evenings; e.g. such as restricting access, CCTV, Neighbourhood Watch or other volunteer patrol, additional lighting and signage.
To receive any other updates.
10. **FINANCE:** To receive and accept the Finance report. To receive and accept a Bank Reconciliation.

To resolve to approve invoices to pay: staffing costs £814.83p, Ditton Services grass cutting £340.99p, Clerk audit postage expenses £7.30p, Shropshire Council annual electricity £107.58p, internal audit fee £100.00p, Vision ICT new email accounts £24.00p.

Update on Bank Signatories form.

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11. **AGAR (Annual Governance and Accountability Return) FORM 2:** Completion process:
 - 1 The Accounting Statements, prepared and signed by the RFO. were presented at Council's 28th April 2025 meeting. Council to **resolve** the following:
 - 2.1 to **receive** and **note** the Internal Auditor's report letter, and the AGAR Annual Internal Audit report
 - 2.2 to agree the assertions and **approve** the Annual Governance Statement (Section 1)
 - 2.3 to **approve** the Accounting Statements (Section 2)
 - 2.4 to **agree** to certify itself exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015, and **approve** the Certificate of Exemption
 - 3 Following approval, the Chair and Clerk sign the Annual Governance Statement and the Chair signs the Accounting Statements.
 - 4 to **note** the dates set by the RFO for the exercise of public rights.
 - 5 the RFO and Chair then sign the Certificate of Exemption
 - 6 to **resolve** to send the Certificate of Exemption to the External Auditor; and to publish the relevant documentation on Council's website by the due dates.
12. **POLICIES:** To **review** Council's Induction Guide for Councillors, and Council's Code of Conduct
13. **STANDING ORDERS, FINANCIAL REGULATIONS:** To **resolve** to **adopt** the new versions of these governance documents.
14. **MEETINGS ATTENDED:** To receive brief reports not already given, of meetings and/or training attended.
15. **REPORTS of PARISHIONERS ISSUES, FUTURE AGENDA ITEMS:** For information or routine action by the clerk only. Matters requiring a Council decision will be added to a future agenda.
16. **NEXT MEETINGS:** Monday 28th July, 1st September, and 13th October 2025.
17. **TO EXCLUDE MEMBERS OF THE PRESS AND PUBLIC:** To **resolve** that by the Public Bodies (Admission to Meetings) Act 1960 and under Section 100(A) of the Local Government Act 1992, the public and press be excluded for the remainder of the meeting on the grounds the business involves the likely disclosure of exempt information as defined in the Acts.
18. **STAFFING MATTERS:** To **resolve** to implement the national Employers final pay award offer of 3.2% backdated to 1st April 2025.