

# **Minutes of Hopesay Parish Council**

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**Parish Council Meeting, Monday 28<sup>th</sup> April 2025, held in Aston on Clun Village Hall, 7.30pm.**

**Present:** Cllrs. R Hartas, J Bowers, I Alebon, L Johnson, B Day.

**Absent:** Cllrs L Bradley Vigor, I Alebon, T Record, Unitary Councillors

**Clerk:** Mrs M Gwilliam.

**1. Apologies for Absence:** Cllr T Record. Council noted that Cllr Bradley Vigor and Cllr Alebon were not standing in the election and would shortly cease to be councillors.

**2. Declarations of i) Disclosable Pecuniary and ii) Personal Interests, and written requests for dispensations:** None.

**3. Minutes of the Parish Council meeting 31<sup>st</sup> March 2025:** The minutes were approved as an accurate record, and the Chair was authorised to sign them. **Resolved.**

**4. Public Participation:** No Members of the Public present.

**5. Unitary Councillor Report:** No Unitary Councillors were present.

**6. Planning:** New application: 25/01340/TCA, Old Farm House, Hopesay, Prune branches back from house by 15% of 1 Yew (1), fell 1 Holly and reduce by 40% to hedge height 1 Holly (2), reduce by 30% mixed holly, berberis, laurel and privet hedge (3) & reduce by 30% mixed holly and yew hedge (4) within Hopesay Conservation Area. Council supported the application with the comments that it hoped the hedge along the pavement would be sided up properly so adults could walk past without obstruction. **Resolved.**

**7. Correspondence:** Including various bulletins, newsletters, and information sheets etc.

Temporary parish road closure: B4369 Broome 13<sup>th</sup> – 19<sup>th</sup> May carriageway repairs.

**8. Chair's Report:** The Chair reported on the Annual Parish Meeting and the continuing planning for the VE Day parish event.

**9. Aston Green:** The dam to the Reed Bed was beginning to disintegrate, and there were plans to retore it. Any costs could legitimately be taken out of the Silt Trap budget, to be formally authorised at the next meeting.

**10. Finance: Bank reconciliation:** A year end Bank Reconciliation had been circulated and was tabled. There were no unexplained variances. Council **accepted** the Bank Reconciliation.

**A VAT reclaim** for £2,255.56p had been received.

**An Year End Budget Monitoring Report** to 31<sup>st</sup> March had been circulated. No budget was overspent. Council **resolved** to accept the report.

**Arbor Tree lighting annual cost:** Council **resolved** to accept Shropshire Council's Joint Energy Scheme price of £89.65 + VAT for annual electricity cost.

# Minutes of Hopesay Parish Council

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## **INVOICES TO PAY:**

Council noted that staff costs were higher than the amount given on the agenda. This was because Council now had to pay Employer's NIC of £38.90p (potentially £466.80p per annum) which it didn't previously.

| Voucher | Name             | for                               | Budget (from)                       | £amount          | Method   |
|---------|------------------|-----------------------------------|-------------------------------------|------------------|----------|
| 1,2     | Staff costs      | April 2025                        | Salary, tax, NIC, homeworking costs | 741.24           | SO, BACS |
| 3       | Ditton Services  | Grass cutting, April instalment   | Aston Green 284.16<br>VAT 56.83     | 340.99           | SO       |
| 4       | Clerk            | postage                           | admin                               | 3.35             | BACS     |
| 5       | Unity Trust Bank | monthly service charge<br>30/4/25 | admin                               | 6.00             | fee      |
| Total   |                  |                                   |                                     | <b>£1091.58p</b> |          |

**Council accepted the Finance Report, and approved all payments as listed. Resolved.**

**11. Annual Governance and Accountability Return (AGAR):** The Clerk and RFO tabled a blank Section 1 (Annual Governance Statement) with a working copy of the completed Section 2 (Accounting Statements) of the Annual Return for Council's scrutiny. Also tabled was an unaudited Receipts and Payments Summary to compare with the Accounting Statements. Following scrutiny and considering the internal controls and measures in place to mitigate risks, Councillors agreed that they could answer 'yes' to the assertions in Section 1 if the Internal Auditor returned a clean report.

**12. Risk Register rolling review:** Council reviewed risks 1, 1a, and 4. Current measures for all risks were deemed adequate. **Resolved.**

**13. Meetings Attended:** None.

**14. Reports of Parishioners Issues, Future Agenda Items:** None.

**15. Next Meetings:** 19<sup>th</sup> May (Annual Meeting of the Parish Council) 2025.

**The Chair closed the Meeting at 8.30pm.**

Following the meeting, Councillors carried out checks on 2024 2025 Invoices (voucher numbers) against the Cash Book and Bank Statements. Invoices/vouchers checked and cross checked were: 1, 2, 3, 4, 5, 6, 15, 35, 36, 40, 47, 49, 53, 61, and 68. All invoice details correlated with the appropriate Cash Book and Bank Statement entries.

**Chair Signed:**

**Date:** .....