

Minutes of Hopesay Parish Council

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Meeting of the Parish Council Meeting, Monday 23rd JUNE 2025, held in Aston on Clun Village Hall, 7.30pm.

Present: Cllrs. J Bowers (Acting Chair), L Johnson, B Day. Cllr T Record from item 6.

Absent: Cllr R Hartas, Cllr T Record for items 1 - 5.

Apologies: Cllr R Hartas.

In Attendance: Unitary Councillor J Dickin, 2 members of the public.

Clerk: Mrs M Gwilliam.

1. Apologies for Absence: Cllr Hartas.

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

3. Minutes of the Parish Council meeting 19th May 2025: The minutes were approved as an accurate record, and the Chair was authorised to sign them. **Resolved.**

4. Public Participation: A member of the public addressed the Council regarding the Aston Green War Memorial, saying that it was in a neglected state and was ugly, in contrast to the beauty of the well-maintained Aston Green, and should be removed.

5. Unitary Councillor Report: Councillor Dickin had met with Hopesay Parish Council Chair Cllr Hartas. Drain works in Broome would commence in July and should be completed in August. Cllr Dickin was pursuing the road resurfacing needs in Hopesay, speeding at Longmeadow End, and flooding issues in Aston with Shropshire Council Departments.

Cllr Record joined the meeting at this point.

6. Planning: New application: 25/02108/AGR, Radnor Villas Broome, extension of existing storage building, agricultural land, ***for information only.***

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

Temporary parish road closure: B4367 north of Broome to Longmeadow End, 8 – 12 Sept 2025.

8. Mill Stream Flooding Risk/Maintenance: Council discussed parishioners reports of Himalayan Balsam on the north bank of the Mill Stream between the Hopesay Road bridge and the private drive to Aston Hall, and concerns about flooding later in the year. The Clerk had emailed Shropshire Council and Council agreed it should wait to hear Shropshire Council's response.

9. Aston Green: Council discussed recent reports of possible anti social behaviour by youths in cars, in the evenings at Aston Village Hall car park. Some options discussed were: installing reactive flood lights, removing the hedge by the road so that any activity was clearly visible, preventing vehicular access to the village hall car park at night by installing a lockable gate. There were obvious issues with all of these options. Council agreed to keep the matter as a standing agenda item, to assess the need for action as and when further reports indicated a real problem.

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10. Finance: Bank reconciliation: A bank reconciliation to the end of May had been circulated. There were no variances and Council accepted the reconciliation.

Bank Signatories: The Unity Trust Bank form appointing new signatories had been signed and submitted with all required supporting documentation.

INVOICES TO PAY:

The invoice from Shropshire Council for the annual electricity charge (Arbor Tree light) was paid in between the May and June meetings (voucher 15 below) using delegated powers.

Voucher	Name	for	Budget (from)	£amount	Method
15	Shropshire Council	Annual electricity lighting	89.65 lighting 17.93 VAT	107.58	BACS
16, 17	Staff costs	June 2025	Salary, tax, NIC, homeworking costs	814.83	SO, BACS
18	Ditton Services	Grass cutting, June instalment	284.16 Aston Green 56.83 VAT	340.99	SO
19	Clerk	Audit postage expenses	7.30 admin	7.30	BACS
20	B Townson	Internal audit fee	100 Audit	100	BACS
21	Vision ICT	New email accounts	20 IT 4 VAT	24.00	BACS
22	Unity Trust Bank	monthly service charge	admin	6.00	fee
Total				£1,400.70p	

Council accepted the Finance Report and authorised all payments as listed.

11. Annual Governance and Accountability Return (AGAR): 1 The Accounting Statements, prepared and signed by the RFO. were previously presented at Council's 28th April 2025 meeting.

2.1 Council **received** and **noted** both the Internal Auditor's report letter, and the AGAR Annual Internal Audit report. **Resolved.**

2.2 Council agreed to answer yes to the assertions and **approved** the Annual Governance Statement (Section 1). **Resolved.**

2.3 Council then **approved** the Accounting Statements (Section 2). **Resolved.**

2.4 Council **agreed** to certify itself exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015, and **approved** the Certificate of Exemption. **Resolved.**

3 The Chair and Clerk then signed the Annual Governance Statement; and the Chair then signed the Accounting Statements.

4 Council then **noted** the dates set by the RFO for the exercise of public rights (1st July – 11th August 2025).

5 The RFO and Chair signed the Certificate of Exemption.

6 Council then **resolved** to send the Certificate of Exemption to the External Auditor; and to publish the relevant documentation on Council's website by the due dates (30th June and 1st July 2025).

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12. Policies: Council **reviewed** Council's Induction Guide for Councillors, and Council's Code of Conduct. The Code of Conduct did not require any amendments. The Induction Guide was amended to reflect the new online system for registration of councillor interests. **Resolved.**

13. Standing Orders, Financial Regulations: Council **resolved** to adopt the updated versions of Standing Orders and Financial Regulations as previously circulated.

14. Meetings Attended: Cllr Day had attended the Shropshire Hills Summer Forum. It had been an enjoyable and informative day at which, amongst other projects, the Stepping Stones Project linking the Long Mynd with the Stiperstones using wildlife corridors, and conservation of meadows, were highlighted.

15. Reports of Parishioners Issues, Future Agenda Items: Dog mess at Aston Green, Edgton verges, Japanese Knotwood and Himalayan Balsam; put forward as future agenda items.

16. Next Meetings: Mondays 28th July, 1st September, 13th October 2025.

17. To Exclude Members of the Press and Public: Council **resolved** 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 would be excluded for the remainder of the meeting on the grounds the business involved the likely disclosure of exempt information as defined in the Acts.

18. Staffing Matters: Following discussion, Council **resolved** to implement the national Employers final pay award offer of 3.2% backdated to 1st April 2025.

The Chair closed the Meeting at 8.20pm.

Chair Signed:

Date: