**WESTON RHYN PARISH COUNCIL**

Minutes of a meeting of Weston Rhyn Parish Council held on Monday, 20th July, 2020 at 7 p.m. in St.John’s Parish Church, Weston Rhyn.

**PRESENT: Councillor E.R.Cooper (Vice Chairman)**

**Councillors Mrs. A. Bright, J.A. Hughes, M.J. Keay, B.R. Oakley, J. Wallace**

**Attending via Zoom :**

**Councillors Mrs. J. Bavin, Mrs. S. Haskell, Mrs. M. Rowlands, Mrs. P. Smith**

**Also in attendance:**

**4 members of the public plus two attending via zoom.**

**In the Chair: Councillor E.R. Cooper**

 1. **ELECTION OF CHAIRMAN**

**RESOLVED** E.R. Cooper be elected Chairman for the remainder of the year.

Prior to the start of the meeting the Chairman welcomed and introduced Mr. James Wallace, attending his first meeting since co-option.

 2. **PUBLIC OPEN SESSION**

Members of the public were invited to question Councillors or raise any issues of concern for a period of 15 minutes.

**RESOLVED** to note no issues were raised with the exception of :

* A question as to why the meeting moved from the Institute, the Chairman advising St. Johns Church was thought to be more coronavirus ready given the Institute having been closed for 4 months.
* The view of Mrs. Barnett that cost of putting the noticeboard back up was quite expensive at £45 + vat.

 3. **APOLOGIES**

 Apologies for absence were received from Councillors C.C. Bowers – illness

Mrs. R.Law – Holiday

Also Shropshire Councillors Mark Jones – funeral. Robert Macey – personal.

 4. **ELECTION OF VICE CHAIRMAN**

**RESOLVED**  Councillor B.R.Oakley be elected Vice Chairman for the ensuing year.

 5. **DECLARATIONS OF INTEREST**

To receive declarations of disclosable pecuniary interests on any item included in the agenda in accordance with Section 30(3) of the Localism Act 2011.

**RESOLVED** to note no declarations of interest were declared

 6. **MINUTES**

 Minutes of a meeting held on Monday, 9th March were confirmed and signed.

 7. **REPORTS**

**RESOLVED** to note reports as presented by Shropshire Councillor R. Macey (written) the Parish Hall Management Committee, Street Lighting and Green Shoots.

Arising from the reports it was further **RESOLVED** the following:

* Councillor Macey’s (written) report to be circulated it having been received late in the evening.
* To note an update from Carl Rowley, Chairman of Parish Hall Management Committee on the Parish Hall Management Committee. Advice was given the hall was now covid ready. The £3000 Parish Council donation had been spent on insurance and bills but other maintenance expenditure items were planned later in the year. Mr. Rowley was asked to put his report in writing for circulation.
* Concerns were expressed on the treatment of the Bowling Club by the Village Institute Committee as voiced by a member of the public.
* To again report the Shropshire Council lights not working (3) off Gledrid roundabout. Also the still missing Albert Square street sign.
* To note with pleasure following completion of Phase 3 of LED updgrade energy bills had fallen from £430 to £230 with savings also evident on repair costs. Congratulations were expressed to the Chairman and Clerk on the work undertaken in the upgrade project

 8. **PLANNING**

 a. **OSWESTRY AREA DRAFT LOCAL PLAN**

The consultation document outlining potential land for new housing development in the Parish was circulated to members.

Also circulated were letters from John Mattocks outlining his views, in particular on the proposed land in High Street which the Council was asked to consider.

**RESOLVED** as the consultation does not start until August to the end of September the item be deferred to the September meeting.

b. Consideration of schedule of planning applications (PA20/2483FUL)

**RESOLVED** no comment be made on the application received with the exception of :

* Whilst not objection to the application to ask that they again revisit the adequacy of parking provision on the site with a suggestion that the grassed area be made available.

 9. **HIGHWAY MAINTENANCE**

**RESOLVED** to report to Shropshire Councillors again the overgrown nature of the area by the Wern turn as previously reported.

Also to raise the issue of potholes in various parts of the Parish, highlighting outside the Institute and again by the school.

10. **RISK ASSESSMENT**

The Council is annually obliged to carry out a risk assessment on all aspects of its service and approve its level of insurance cover.

A schedule had been prepared which the Council was asked to consider, amend as necessary and adopt together with the existing insurance policy which were both circulated.

**RESOLVED** the Risk Assessment be adopted and to confirm satisfaction with the level of insurance cover subject to the amendment below.

The Village Institute booking reference to change from Councillor Mrs. P. Smith to Carl Rowley.

11. **ANNUAL GOVERNANCE STATEMENT 2019/20-2020/21**

The Council was asked to confirm its satisfaction with the Annual Governance Statement as circulated and to confirm signing.

The Councils Internal Auditor for 2019/20 had confirmed his satisfaction with the accounts. In 2019/20 it had again been undertaken by Ian Potter, Grindley Potter Ltd, Oswestry.

The Council were also asked to confirm the effectiveness of its system of Internal Control to comply with the Accounts and Audit Regulations 2015 and re-affirm its satisfaction with Mr. Potter as Internal Auditor.

**RESOLVED** to confirm the effectiveness of the Councils system of Internal Control and adopt and confirm signing of the Annual Governance Statement. Mr. I.H.W. Potter to be re-affirmed as the Council’s Internal Auditor for 2020/21.

Acknowledging the above, the Council confirmed to the best of their knowledge and belief;

1. We have put in place arrangements for effective and financial management during the year, and for the preparation of the accounting statements.
2. An adequate system of internal control has been maintained including measures designed to prevent and detect fraud and corruption and we have reviewed its effectiveness.
3. We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice that could have a significant financial effect on the ability of the Council to conduct its business or on its finances.
4. We have provided proper opportunity during the year for the exercise of electors’ rights in accordance with the requirement of the Accounts and Audit Regulations.
5. We have carried out an assessment of the risks facing the Council and have taken steps to manage those risks including the introduction of internal controls and/or external insurance cover where required.
6. We have maintained throughout the year an adequate and effective system of internal audit of the Council’s accounts.
7. We have taken appropriate action on all matters raised in reports from internal and external audit.
8. We have considered whether any litigation, liabilities or commitments, events or transactions occurring either during or after the year end, have a financial impact on the Council and where appropriate have included them in the accounting statements.
9. Trust Funds (included charitable) in our capacity as the sole managing trustee we discharged our responsibility in relation to the accountability for the fund/assets, including financial reporting and independent examination.

 12. **FINAL ACCOUNTS 2019/20**

The Council was asked to adopt the Final Accounts 2019/20 and confirm signing of the Annual Return.

**RESOLVED** to adopt the 2019/20 Final Accounts and AGAR and confirm signing of the Annual Return by the Chairman.

Further **RESOLVED** to thank the Clerk for the standard of workmanship evident year on year on accounts preparation.

 13**. COUNCILLOR PAT MCGUINNESS**

Councillor Pat McGuinness had not attend a meeting since January and despite no meeting being held since March, the six month rule still applied.

Councillor McGuinness had written formally resigning as Chairman but asking for leave of absence as a Councillor due to ill-health on 1st July 2020 but as the Council had not met such leave could not be granted.

In expressing a strong desire for Councillor McGuinness to be allowed to continue to serve given has long service and also forthcoming elections next year it was **RESOLVED** to confirm leave of absence to Councillor McGuiness subject to clarification from SALC on the legality of such.

 14. **WESTON RHYN BOWLING CLUB**

**RESOLVED** to note a letter seeking the support of the Council for the Weston Rhyn Bowling Club.

 15. **CHIRK BANK NOTICEBOARD**

**RESOLVED** to note the noticeboard in Chirk Bank had been damaged beyond repair following a car accident.

An insurance claim had been made against the driver and the Council had been reimbursed £747.61 towards replacement.

Further **RESOLVED** to proceed to purchase.

 16. **CLERKS REPORT**

 The Clerk reported:

 “ 1. **DRAFT LOCAL PLAN (AGENDA ITEM 8A)**

Letter from John Mattocks providing his opinion upon the Draft Local plan specifically relating to the proposed High Street land which the Council is asked to consider. Attached.

 2. **CHIRK BANK NOTICEBOARD (AGENDA ITEM: 15)**

Confirmation is given that the offending drivers insurance has reimbursed the Parish Council £747.61

In discussion with Mr. Barnett, the preference for replacement is from Greenbarnes. This was the supplier last time in 2010 and although an identical model is not available they have costed for the nearest replacement, attached. A comparison quotation has also been sought both for the insurance company and Parish Council and is also attached. Jones Brothers quote £45+VAT for installation.

The Council is asked if it is prepared to proceed with purchase of the placement noticeboard as it is on a no cost basis to the Council or await the September meeting.

 3. **ZOOM**

Members are informed that a zoom subscription has been set up at a cost of £11.99 + VAT per month, cancellable at any time”.

**RESOLVED** to note the report.

 17. **PAYMENTS**

 **RESOLVED** to confirm payment of the below:

 2132 R.A. Dyke (Clerks Salary April, 2020) £501.96

2133 Inlands Revenue (PAYE April 2020) £362.44

2134 Village Hall (Contribution 2020/21) £3,000.00

 2135 Mrs. L.M. Potter (Secretarial Assistance) £975.00

 2136 Scottish Power (Street Lighting Energy) £438.90

 2137 WRPC (write off off unpresented cheques) £80.00

 2138 R.A.Dyke (Telephone Rental) £75.00

 2139 R.A. Dyke (Clerks Salary May 2020) £501.96

 2140 Inland Revenue (PAYE: May, 2020) £362.44

 2141 Scottish Power (Street Lighting Energy) £423.55

2142 Village Hall (Grant: Coronavirus) £500.00

 2143 BHIB Insurance £1215.24 2144 R.A.Dyke (Clerks Salary: June 20) £501.96

 2145 Inland Revenue £362.44

 2146 Scottish Power £437.68

 2147 I.Potter (Internal Audit Fees) £196.00

 2148 Highline Electrical (LED Phase 3) £12096.00

 2149 R.A.Dyke (Clerks Salary July, 2020) £501.96

 2150 Inland Revenue (PAYE July, 2020) £362.44

 2151 Scottish Power (Street Lighting: Energy) £236.92

 2152 R.A.Dyke (Defibrillator: Replacement Pads) £33.60

 2153 R.A.Dyke (Clerks Salary : August 2020) £501.96

 2154 Inland Revenue (PAYE: August 2020) £362.44

 18. **ITEMS FOR NEXT AGENDA**

 19. **DATE OF NEXT MEETING**

 **RESOLVED** the next meeting be held on Monday, 7th September, 2020.

Meetings for the remainder of the year to be (possibly subject to change)

Monday, 19th October, 2020

 Monday, 9th November 2020

Monday, 7th December, 2020

Monday, 11th January 2021 (Budget Meeting)

Monday, 8th February, 2021

Monday, 8th March, 2021

Monday, 12th April, 2021

Monday, 10th May, 2021 (Annual Parish Council Meeting)

Venue to be confirmed