**12th May 2025**

**To All Members of the Council**

Dear Councillor,

You are hereby summoned to attend the **Annual Meeting of** **Kinnerley Parish Council** scheduled to take place on **19th May 2025 at 7.00 pm at Kinnerley Parish Hall**, in order to transact the business below.

Ian Cruise-Taylor

Parish Clerk

**Agenda**

1. **Election of Chairman for 2025/26**
2. **Election of Vice Chairman for 2025/26**
3. **Declarations of Acceptance of Office –** to be signed by the Chairman and Vice Chairman.
4. **To note Apologies for Absence and welcome new councillor, Cllr Dan Widdon**
5. **Declarations of Interest and Dispensations**

To receive declarations of interest from councillors on items on the agenda and consider and determine any requests for dispensation.

1. **Minutes of Parish Council meeting –** To approve the minutes of the Parish Council meeting held on 28th April 2025(enclosed)
2. **Public participation session**

With respect to items on the agenda or of relevance to the Parish

1. **Parish matters**
2. **Reports –** Cllr Duncan Borrowman (Shropshire Council)
3. **Reports –** Police – agree new priorities
4. **Report from Clerk – To be taken as read, and agree any next steps** (report to follow)
5. **To re-affirm Standing Orders, Financial Regulations and Risk Assessment** – to follow
6. **To adopt the General Power of Competence**
7. **To receive any reports from Working Groups**
8. **Councillors to report any Highways or other Parish Matters**
9. **To consider and determine responses to planning applications – see appendix A**
10. **Appointment of representatives:**
11. To confirm the appointment of representatives to serve on outside bodies.

|  |  |  |
| --- | --- | --- |
| **Name**  | **Organised by** | **Existing/former Representative** |
| Oswestry Area Committee | SALC | Cllr Charles Green &/or Cllr Sharon Quayle |
| Kinnerley Parochial Charities | Robert Brown | Cllr Lorraine Jones |
| Maesbrook Village Hall Committee | Chair – Cathy Preston | Cllr Mandy Chapman |
| Kinnerley Parish Hall Committee | Chair – Jeremy Lee | Cllr Sharon Quayle |
| CIL working Group |  |  |

1. Consider and agree any additional representations.
2. **Financial Matters:**
3. **To note receipts – £2,848.35 (VAT 23-24); £375 (Hiscox for tree work); £26,995 (precept 25-26)**
4. **To note bank reconciliation as shown on appendix B**
5. **To approve payments as shown on appendix B**
6. **Dates and times of ordinary meetings -** To confirm the dates and times of ordinary meetings of the Council for 2025/2026 (Proposed list of dates enclosed – appendix C)
7. **Items for next meeting – not for debate or discussion**
8. **Date and time of next meeting –** 23rd June 2024, 7pm – KPH

Ian Cruise-Taylor

Parish Clerk

Kinnerley Parish Council

**Appendix A**

* 1. **Planning Decisions for information:**

**none**

* 1. **Planning Applications/Appeals for consideration and decision:**
1. 25/01592/DIS: Post Office And Stores Kinnerley SY10 8DF: [Discharge of Conditions 7 (Boundary Treatment), 9 (External lighting), 10 (Ecology), 12 (Roof Light), 13 (Window and Door Details), 15 (Roof), 16 (Roof), 17 (Flues) and 18 (Garden and Bin Store) of planning permission 23/02248/FUL](https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?keyVal=SV8I3CTDHIM00&activeTab=summary)

**Appendix B**

1. **Payments for Approval**

|  |  |  |
| --- | --- | --- |
| Pritchards | inv 1 of 7 gnds m'nance | 815.14 |
| KPH | room hire inv 886 | 60.00 |
| HMRC | tax | 340.40 |
| Clerk | salary | 510.84 |
| Unity | bank charges | 6.00 |
|  |  | 1,732.38 |

ii **Bank Reconciliation to 30th April 2025**

|  |
| --- |
| Financial year ending 31st March 2026 |
|  |  |  |
| Date:  | 30/04/2025 |  |
|  |  |  |
|  |  | **£** |
| **CASH BOOK** |  |  |
| Opening balance 1 April 2025 |  | 80,707.45 |
| Add: Receipts to date |  | 30,218.35 |
| Less: Payments to date |  | -1,645.75 |
|  |  |  |
| Closing balance per accounts to date |  | **109,280.05** |
|  |  |  |
| Balance per Unity Trust bank statements as at 30/04/25 |  |
| Current account |  | 14,145.80 |
| Instant access account |  | 95,134.25 |
|  |  | 109,280.05 |
| Less: any unpresented cheques |  |  |
|  |  |  |
|  |  |  |
|  |   |  |
|  |  | 0.00 |
| Add: any un-banked cheques |  |  |
|  |   |  |
|  |  | 0.00 |
| Total reconciled balances |  | **109,280.05** |

**Appendix C**

Meeting dates 25-26

**Usually Fourth Monday each month. Current agreed start time is 7pm.**

|  |  |  |
| --- | --- | --- |
| **Month** | **Date** | **Location and notes** |
| June | 23rd | Kinnerley Parish Hall (KPH) |
| July | 28th | KPH |
| August |  | No meeting |
| September | 22nd | KPH |
| October | 27th | Maesbrook Village Hall (MVH) |
| November | 24th | KPH |
| December |  | No meeting |
| January | 26th | KPH |
| February | 23rd | MVH |
| March | 23rd | KPH |
| April | 27th | KPH includes Annual Parish Meeting |
| May | 18th\* | KPH – Annual Council Meeting |
| \*Not fourth Monday due to Bank Holiday |

**Please note that the venues for meetings may change subject to their availability and other factors.**