

IGHTFIELD PARISH COUNCIL

Minutes of an Ordinary Parish Council Meeting held on the 22nd January 2025 at Calverhall Village Hall starting at 7.30pm

Present: Councillors Cllr M Procter (Chair) Cllr H Hitchman, Cllr D Price, Cllr E Rich,
Cllr P Wynn, Shropshire Council

Locum Clerk: A Roberts

Other Organisations: None

Members of the Public: None

1/25 Public Session

No members of the public were in attendance.

2/25 Apologies for absence

Cllr Heywood-Lonsdale, Cllr Roberts, Cllr Hughes.

3/25 Declaration of Disclosable Pecuniary or any other Interests or requests for Dispensation

None

4/25 To approve the Minutes of the of the Parish Council Meeting held on 18th November 2024.

Resolved: To accept the minutes as an accurate record of the meeting.

The Chairman signed the minutes.

5/25 Staffing Matters

The clerk gave a verbal update and agreed to arrange an interview.

6/25 Reports

Parish Councillors

- a. HH raised concerns about the book exchange. The Clerk will ask for the bench to be kept clear in future.

LR reported that the work re the plaque is ongoing.

- b. Shropshire Councillor

Cllr Wynn gave a report covering the failure of the Local Plan, the North West Relief Road, Shropshire Council's financial situation and Whitchurch Civic Centre.

The Clerk provided an update of actions following the previous meeting.

7/25 Parish Matters

Playgrounds

The junior swings have been removed at Calverhall.

8/25 Policing Priorities

Resolved: That the policing priorities are thefts from farms, anti social driving and anti social behaviour

9/25 Planning

No planning applications or decisions had been received since the last meeting.

10/25 Grounds Maintenance

The working Group will hold a meeting will be held before the March Parish Council meeting so that they can make recommendations to the Council.

11/25 Finance

a. Balance reconciliation & cash book for information

The Clerk presented the bank reconciliation which was checked by Cllr Price.

b. Quarter 3 Budget Monitoring Report

The contents of the report were noted

c. Budget 2025-26

Resolved: To approve the budget for 2025-26

Budget Heading	24-25 Budget	25-26 draft budget
Salaries	4095	4205
Locum Clerk		720
Training	100	150
Administration	220	800
Room Hire	175	185
Audits	500	105
Insurance	760	690
Affiliations	300	425
Finance Software	0	54
Bank Charges	72	72
Lighting energy	400	600
Lighting Maintenance	160	500
Grounds Maintenance	6009	6009
Pathway repair	500	500
Playground management	200	700
Playground refurbishment	400	250
General Asset Management	200	200
Grants	1400	1400
Total Expenditure	15491	17565

Non Precept income		
CIL Local	1223	0
Interest	428	200
Grants	0	0
Total	1651	200

d. Precept 2024-25

Resolved: To set a precept of £17,365 for 2025-26

- e. To approve payment of invoices

Resolved: The outstanding accounts should be paid, and the payment transactions authorised by two nominated councillors.

Recipient	Reason for Payment	Amount	Ref.
<u>Paid before the meeting</u>			
Hugo Fox	Website (December)	11.99	53.24DD
Unity Bank	Service Charge (December)	6.00	54.24DD
Scottish Power	Streetlight Energy	126.58	55.24DD
<u>To be paid</u>			
Locum Clerk	Hours (November)	355.60	56.24
HMRC	PAYE (November)	89.00	57.24
Locum Clerk	Hours (December)	168.40	58.24
HMRC	PAYE (December)	42.20	59.24
Locum Clerk	Expenses (November & December)	11.70	60.24
Information Commissioner	Data Protection Fee	35.00	61.24DD

- f. Internal Auditor – to agree the appointment process

Resolved: To appoint Per Pro Services to carry out the internal audit for financial year 2024-25.

12/25 Highways

A large pothole on Bletchley Rd will be logged on Fix My Street by MP
The condition of the Millenheath to Ightfield Road will be raised by the Clerk

13/25 Date of next meeting

24th March 2025 at 7.30pm

The meeting closed at 8.53pm