



Dawley Hamlets Parish Council
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To All Members of this Parish Council

10th June 2020

Dear Councillor,

You are summonsed to attend a **REMOTE** meeting of the **Full Council on Wednesday 17th June 2020 at 7pm**. The meeting will be held via **Zoom** video conferencing.

Any member of the public wishing to attend this meeting **MUST** contact the Clerk by e-mail prior to the day of the meeting to receive instructions on how to participate.

AGENDA

- 1 **Welcome**
The Chairman will welcome everyone to the meeting.
- 2 **Apologies for Absence**
To receive apologies.
- 3 **Declarations of Interest and Dispensation Requests**
Councillors were reminded that they should declare any pecuniary interest in matters to be discussed at the meeting which are not included in the register of interests.
- 4 **Chair and Vice-Chair Appointments for 2020/21**
Due to the cancellation of the Annual Council Meeting Councillors have the choice to either carry these appointments over to the next Annual Council Meeting (May 2021) or elect their Chairman and Vice Chairman at an Ordinary Council Meeting. If Councillors resolve to elect their Chair and/or Vice-Chair at this meeting the election will follow together with the acceptance of office.
- 5 **Public Session**
To receive any reports from members of the public on current matters relating to the parish.
- 6 **Minutes**
To approve the minutes of the last two meetings of the Council held on the 18th March 2020 (curtailed due to Covid 19) and 19th February 2020 (**available on the website**).
- 7 **Councillors Reports**
To receive any reports from Councillors on current matters relating to the parish.
- 8 **General Power of Competence**
Following the Parish Council's confirmation that it has a qualified Clerk and a minimum of two-thirds of Parish Council vacancies were filled at the last ordinary elections (May 2019) it is requested that Councillors give consideration to the adoption of the General Power of Competence as set out in the Localism Act 2011, s1-8 (**report attached**).
- 9 **Representatives on Outside Bodies**

To appoint representatives to the following outside bodies:

- a) Bus User Group (currently Cllr. Onions)
- b) Friends of Horsehay Pool (currently Cllr Hopkins)
- c) Lightmoor Steering Group (currently Cllr. Cooke)
- d) Lightmoor Village Management Committee (currently Cllrs. Hopkins & Onions)
- e) Local Access Forum (currently Cllr. Hopkins)
- f) Shropshire Association of Local Councils (currently Cllr. Burford)
- g) Wrekin Area Committee (currently Cllrs Barnes, Cassar & Mehta)

10 Subscriptions

To consider payment of following annual subscriptions:

- a) Insurance
- b) Membership of the Shropshire Association of Local Councils (SALC)
- c) Membership of the Society of Local Council Clerks (SLCC)

11 Schedule of meetings

To approve dates and a location for the 2020/21 meetings.

The Council currently meets on the third Wednesday of each month at 7pm except August and December when there is no meeting. Meetings which are not held remotely are currently held at Horsehay Village Hall.

12 Grants

- a) Considered as per the Parish Council grants policy (deferred from March 2020)
- b) Set aside the grants policy to consider awarding Covid 19 grants **(information to follow)**

13 Annual Review of Risk Assessment and Policies

To consider the following risk assessment and policies, these remain unchanged and are available on the Council website unless stated otherwise:

- a) Risk Assessment & Management
- b) Standing Orders (including a new remote meeting addendum) **(addendum attached)**
- c) Financial Regulations (updated version) **(attached)**
- d) Code of Conduct
- e) GDPR Privacy Notice and Privacy Policy
- f) Complaints Policy
- g) Grant Awarding Policy

14 Planning Applications

To consider planning applications and permissions **(information to follow)**

15 Finance & Administration

- a) To approve the monthly receipts and payments, including retrospective approval of payments made under delegated powers
- b) To approve the monthly budget report and bank reconciliation
- c) To consider the introduction of electronic payments
- d) To consider closure of the Unity Trust current account **(information to follow)**

16 Annual Audit and Governance & Accountability Return

- a) To consider and approve the final accounts for 2019/20 **(available on the website)**
- b) To consider the Internal Auditors Report 2019/20 from SDH Audit & Accounting Services (Page 3 of the AGAR) **(available on the website)**

- c) To complete and approve the Annual Governance Statement 2019/20 (Page 4 of the AGAR) by resolution (**attached**)
- d) To note and approve the Accounting Statements 2019/20 (Page 5 of the AGAR) by resolution (**attached**)
- e) To agree the dates for the elector's rights

Ensure the Accounting Statements are signed and dated by the person presiding at the meeting.

17 Correspondence

18 Items for the next agenda

To agree items for the next meeting agenda

19 Date of the next meeting: 15th July 2020.

This meeting will be held remotely via Zoom video conferencing.