

**Please be aware that meetings may be recorded for minute taking purposes (with the exemption of public session or confidential sessions), the recordings are kept and destroyed in accordance with data protection and GDPR legislation.**

**3<sup>rd</sup> October 2023**

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To all Members, Lilleshall Parish Council (Copied to others for information):

Dear Colleagues,

**NOTICE IS HEREBY GIVEN** that the Full Council meeting of Lilleshall Parish Council for the municipal year 2023/24 will take place on Tuesday 10<sup>th</sup> of October 2023 at 7pm to be held at Hillside Meeting Room. Members are summoned to attend for the transaction of business on this agenda.

Yours,



Clerk of the Council

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## **AGENDA**

### **82/23 Apologies and declarations of Interest**

To receive apologies and record any pecuniary and non-pecuniary declarations of interest in matters relating to the business to be conducted on this agenda.

### **83/23 CAT Operatives Q&A**

### **84/23 Public Session**

The Chairman of the Parish Council will open the meeting and allow 15 minutes for members of the public to ask questions to the Council, 3 minutes per person.

### **85/23 Minutes of the Full Council meeting held 12<sup>th</sup> of September 2023**

To approve the minutes of the last meeting as a true record.

### **86/23 Matters arising, for information, from the 12<sup>th</sup> of September 2023**

To receive information on actions taken arising from the last meeting.

### **87/23 Correspondence**

Items received for information, action, consultation, or decision.

- a. A correspondence has been received from a resident asking for permission to put a notice relating to a business to support local children, young people and adults with their mental health and wellbeing – to consider her request and make a decision.

### **89/23 Reports from Parish Councillors and Ward Member present**

To receive any reports from Parish Councillors, outside bodies and Ward Member present at the meeting on items otherwise not included on the agenda.

### **90/23 Road safety schemes**

To receive any updates on the road safety schemes for Lilleshall parish.

- a. A518 – Verbal Update

### **91/23 Planning**

- a. To consider any planning applications

<b>Application number</b>	TWC/2023/0707
<b>Site address</b>	Rosebank, 75 Limekiln Lane, Lilleshall, Newport, Shropshire, TF10 9EU
<b>Description of proposal</b>	Erection of a first floor extension, a single detached garage and repositioning of retaining walls
<b>Date valid</b>	20/09/2023
<b>Application type</b>	Full Planning
<b>Delegation level</b>	Delegated
<b>Case officer</b>	Neil Simpson
<b>Grid reference</b>	373261 316198
<b>Parish</b>	Lilleshall
<b>Ward</b>	Church Aston and Lilleshall
<b>Agent</b>	Brian Heeley,
<b>Agent Company Name</b>	Heeleys,
<b>Agent address</b>	Adcote Lodge Nibs Heath Montford Bridge Shrewsbury Shropshire SY4 1HL,
<b>Applicant</b>	Ian Laverie,
<b>Applicant Company Name</b>	N/A,
<b>Applicant address</b>	Rosebank 75 Limekiln Lane Lilleshall Newport Shropshire TF10 9EU,

- b. To receive any updates

## 92/23 Financial Reports

- a. To approve the reconciliation of recent banking statements and payments.

Schedule of Payments – awaiting authorisation		
Recipient	Reason for Payment	Payment Amount
Green Skips	Allotment Skip Hire	£228.00
Scribe	Accounting Software	£673.92
PKF	External Audit	£378.00
Gallagher	Insurance Renewal	£1,530.47
Ditton Services	Grounds Maintenance	£720.00
<b>Total Payments</b>		<b>£3,530.39</b>
Accounts Paid – Awaiting Authorisation		
HMRC	Salary deduction - September	£117.89
Chloe Martin	Salary - September	£932.51
<b>Total Payments</b>		<b>£1,050.40</b>

- b. To consider any grant requests received  
None received.
- c. Insurance Renewal – to receive a verbal update.
- d. External Auditor Report – to receive the external auditor report and note the report (1).

**93/23 Jubilee/Commemorative trees** – to receive a verbal update.

## 94/23 Mobile Phone

To consider the purchase of a phone contract to use for the parish council, so the clerk is able to be contacted in the case of an emergency or when working remotely.

**95/23 Confidential Session** (Parish offices and staffing committee update)

## Date of future meetings:

Full meeting of the Parish Council, Tuesday 14<sup>th</sup> of November 2023, 7pm at Hillside Meeting Room.

## Please Note:

The next upcoming annual leave for the parish clerk is the period between the 16<sup>th</sup> and the 20<sup>th</sup> of October 2023.