



St Georges & Priorslee Parish Council
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NOTICE OF A PARISH COUNCIL MEETING to be held at **7.30 p.m. on Tuesday 18th May 2021** or following the closure of the Annual Meeting of the St Georges & Priorslee Parish Council, whichever is earlier.

The meeting will be held in the School Hall, St Georges C of E Primary School, London Road, St Georges, Telford, TF2 9LJ with Covid-19 secure measures in place.

If you wish to attend please contact the Clerk in advance, using the contact details above, to book a place.

Note: please access the School Hall via the Parish Centre

AGENDA

- 1) Election of Chairman
 - a) Declaration of Acceptance of Office
- 2) Election of Vice-Chairman
- 3) Motion to agree that non-attendance at an in-person Parish Council Meeting because of clinical vulnerability is a legitimate reason for absence.
- 4) Apologies
- 5) Declarations of Interest
- 6) Minutes
 - a) To approve the minutes of the Parish Council Meeting held on 20th April 2021
 - b) To approve the minutes of the Extraordinary Parish Council Meeting held on 27th April 2021
- 7) Co-optation of a Parish Councillor
 - a) Declaration of Acceptance of Office
- 8) Appointment of Members to Standing Committees for 2021/22
 - a) Staffing Committee
 - b) Parish Plan Committee
- 9) Affiliation to Other Organisations
 - a) Shropshire Association of Local Councils (SALC)
 - b) Society of Local Council Clerks (SLCC)
- 10) To Appoint Members as representatives to Outside Bodies

- 11) Meeting Schedule for 2021/22 – to approve
- 12) Clerk's Update on any matters arising from the previous meeting
- 13) Planning
 - a) Planning Applications for May 2021 – to consider
 - b) Planning Decisions notified by Telford & Wrekin Council – to note
 - c) Delegated Authority regarding responses to planning applications – to approve
- 14) Finance
 - a) To approve payments of accounts due in May 2021
 - b) Fixed Asset Register for 2021/22 – to approve
 - c) Quarterly Finance Check for January – March 2021
 - d) Earmarked Reserves at 31st March 2021
 - e) Signatories for Bank Account – to confirm
 - f) Payments by On-line Banking – to confirm continuation of existing arrangements
 - g) Payments by Debit Card – to confirm continuation of existing arrangements
 - h) Quarterly Finance Checks – to appoint a Member to conduct a check of finances every quarter throughout the financial year
 - i) Chairman's Allowance for 2021/22 – to approve
- 15) Review of Policies and Procedures
 - a) Standing Orders
 - b) Financial Regulations
 - c) Terms of Reference for Standing Committees
 - d) Timetable for Review of other Council Policies
- 16) Gower Project
 - a) Verbal Update on Public and Stakeholder Engagement
- 17) Health & Safety
 - a) Quotation to re-set the Snedshill Parish Notice Board
- 18) Community Projects & Events – Verbal Report
- 19) Correspondence received
- 20) Date of Next Meeting – Tuesday 15th June 2021

Yours faithfully



Parish Clerk/Responsible Finance Officer