



St Georges & Priorslee Parish Council  
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TO ALL MEMBERS OF ST GEORGES & PRIORSLEE PARISH COUNCIL

You are hereby summoned to attend the Annual Meeting of the St Georges & Priorslee Parish Council, commencing at **7.00 p.m. on Tuesday 16<sup>th</sup> May 2023.**

**The meeting will be held in the School Hall, St Georges C of E Primary School, London Road, St Georges, Telford, TF2 9LJ**

**Note:** Please access the School Hall via the Parish Centre

Yours faithfully

Victoria Brain (Mrs)  
Parish Clerk

#### AGENDA

- 1) Election of Chairman
  - a) Declaration of Acceptance of Office
- 2) Election of Vice-Chairman
  - a) Declaration of Acceptance of Office
- 3) To resolve: that any Councillor who is unable to make their declaration of office, because of ill health in time for the first Parish Council meeting following his or her election, may make that declaration on the prescribed form in time for the following meeting which is 19 June 2023.
- 4) Public Question Time: 15 minutes is allowed for members of the public to raise their concerns
- 5) Apologies
- 6) Declarations of Interest:
  - a) Personal
  - b) Prejudicial
- 7) Minutes (copies provided)
  - a) To approve the minutes of the Parish Council Meeting held on 18<sup>th</sup> April 2023
- 8) Appointment of Members to Standing Committees and Working Groups for 2023/24 (list attached)
  - a) Staffing Committee
  - b) Parish Plan Committee

- c) Gower Project Working Group
- d) Climate Emergency Working Group
- e) Christmas Lights Working Group

9) The General Power of Competence: to resolve that St Georges & Priorslee Parish Council is eligible and meets the following criteria:

Two thirds of the Council are elected at the time of the resolution, the Clerk holds the Certificate in Local Council Administration (CiLCA)

10) Affiliation to Other Organisations

- a) Shropshire Association of Local Councils (SALC)
- b) Society of Local Council Clerks (SLCC)

11) To Appoint Members as representatives to Outside Bodies (list attached)

12) To approve the Meeting Schedule for 2023/24

13) Clerk's Update on any matters arising from the previous meeting (attached)

14) Planning

- a) To nominate a Member who will have Delegated Authority, together with the Clerk, to respond to planning applications where the deadline is before the next Parish Council Meeting.
- b) Planning Applications for May 2023 (schedule attached) – to consider
- c) Planning Decisions notified by Telford & Wrekin Council (schedule attached) – to note

15) Finance

- a) Signatories for Bank Account – to nominate
- b) Payments by On-line Banking – to confirm continuation of existing arrangements
- c) Payments by Debit Card – to confirm continuation of existing arrangements
- d) Quarterly Finance Checks – to appoint a member to conduct a check of finances every quarter throughout the financial year
- e) Chairman's Allowance for 2023/24 – to approve
- f) To approve payments of accounts due in May 2023 (schedule attached)
- g) Insurance renewal – to follow

16) Environment/Public Realm

- a) Community Action Team (Enforcement) Report and Action Plan (circulated by e-mail)
- b) Community Action Team (Public Realm) Update

17) Update on the Gower Project

18) Health & Safety

19) Community Projects & Events

- a) Report from the Community Projects & Events Officer – to follow
- b) Report from the St Georges Partnership about the St Georges Day event – to follow
- c) Report from the Coronation Working Group about the King Charles III Coronation event

20) Correspondence received:

21) Date of Next Meeting – Tuesday 20<sup>th</sup> June 2023