



Waters Upton Parish Council

Minutes of the Annual Meeting of Waters Upton Parish Council which took place on **Wednesday 17th May 2023** at 7.30p.m. in **Waters Upton Village Hall**.

PRESENT: Councillors: H Roberts
 J Quin
 K Hamilton
 E Thomas
 C Ensor

In attendance: Katrina Baker (Clerk)
 9 Members of the public

23/0001 WELCOME

Councillor Roberts, Chairman (22/23) opened the meeting and thanked everyone for attending. He welcomed Charlie Ensor who has joined the Parish Council following the recent uncontested election, along with Councillors Hamilton, Thomas and Quin.

Councillor Roberts also welcome PCSO Ivan Collumbell and thanked him for attending, as well as for his work in the rural areas of Telford & Wrekin which is much appreciated.

Ivan gave a short presentation reminding residents of the need to take extra care on the roads particularly in the hot weather and when the sun is low in the sky. He reminded everyone to join Neighbourhood Matters and to use Operation SNAPP to capture poor driving – this needs to be a video, rather than a photograph – but officers will follow up all reports that are received.

23/0002 DECLARATIONS OF ACCEPTANCE OF OFFICE

All Members read and signed their Declarations of Acceptance of Office, which were witnessed by the Clerk as the Proper Officer of the Council.

23/0003 ELECTION OF CHAIRMAN

It was proposed by Councillor Thomas, seconded by Councillor Quin and all were in favour and thus it was

<p>RESOLVED that Councillor H Roberts be re-elected as Chairman of Waters Upton Parish Council for 2023/24.</p>
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23/0004 DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Roberts thanked Members for their support and confidence and read and signed the Declaration. This was confirmed by the Clerk.

23/0005 APOLOGIES

None

23/0006 ELECTION OF VICE CHAIRMAN

It was proposed by Councillor Roberts and seconded by Councillor Hamilton that Councillor Quin be elected as Vice Chairman for 2023/24. All were in favour and thus it was

RESOLVED that Councillor Jonathan Quin be Vice Chairman of Waters Upton Parish Council for 2023/24.

23/0007 DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Quin read and signed the Declaration, this was confirmed by the Clerk.

23/0008 MINUTES OF THE 2022 ANNUAL GENERAL MEETING

It was proposed by Councillor Thomas and seconded by Councillor Quin that the Minutes of the 2022 Annual Meeting be signed as a true record.

With two abstentions, all were in favour and thus it was

RESOLVED that the Minutes be signed by the Chairman as a true record.

23/0009 REPRESENTATIVES ON OUTSIDE BODIES

SALC and WAC	Councillor Roberts and Councillor Quin
RURAL FORUM	Chairman and Vice Chairman
BUS USER GROUP	The Clerk and Chairman
SNOW WARDEN	Councillors Quin, Roberts and Hamilton
TREE WARDENS	Becky Eade
CPRE	Chairman and Vice Chairman
WET3P / Rights of Way	Councillor Thomas
CLIMATE CHANGE CHAMPION	Councillor Ensor

The nominations were proposed by Councillor Roberts, seconded by Councillor Hamilton, all were in favour and thus it was

RESOLVED that the above representatives will be elected for 2023/24.

23/0010 REMUNERATION REPORT

The Clerk presented a report which confirmed that no Members had claimed remuneration within the 2022/23 financial year. The Chairman had not claimed the Chairman's Allowance, but had used £100 from the fund on a thank you gift for a resident. Thanks were extended to all members for continuing to undertake the duties for no remuneration and for their commitment to serving the community of Waters Upton Parish.

The scheme would continue in its current format for 2023/24.

23/0011 STANDING ORDERS AND FINANCIAL REGULATIONS

The updated Standing Orders and Financial Regulations were confirmed. It was proposed by Councillor Roberts and seconded by Councillor Hamilton that they be adopted for 2023/24. All were in favour and thus it was

RESOLVED that the Standing Orders and Financial Regulations, dated May 2023, be adopted for the 2023/24 financial year.

23/0012 ASSET REGISTER

The Clerk will present the Asset Register, dated March 2023, when the accounts return from the Internal Auditor.

CONFIRMATION OF BANKERS, SIGNATORIES AND AUDITOR

Members confirmed that the Parish Council would continue to bank with TSB and have an investment account at Nationwide Building Society. The Parish Council has recently invested

The Stackyard Fund with CCLA.

Littlejohns LLP have been appointed as the Auditors by the Audit Commission and the Internal Auditor would be Rosemarie David AAT. PKF Littlejohns have been re-appointed by the Audit Commission for a further 5 year period.

Cheques and Baccs Vouchers will be signed by two councillors within the terms of the financial regulations. An application will be submitted to add Councillor Quin as a signatory.

23/0013 SUBSCRIPTIONS

The Clerk will be a member of the Society of Local Council Clerks, Members agreed to fund 25% of the total cost.

Members confirmed the subscriptions to SALC, Scribe and CPRE and Zoom.

The above were proposed by Councillor Roberts and seconded by Councillor Quin, all were in favour and thus it was

RESOLVED that Waters Upton Parish Council subscribes to SLCC (25%), Scribe, CPRE , Zoom and SALC.
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23/0014 MEETING SCHEDULE

Members agreed the meeting schedule, as circulated, with Full Council meetings taking place on the 4th Wednesday of the month, except in August. Additional meetings may be necessary.

This will be added to the website.

There being no further business, the Chairman closed the meeting at 7.40pm.

SignedDate