

# Munslow Parish Council



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## Draft Minutes of Munslow Parish Council, to be held on Wednesday 3<sup>rd</sup> July 2024

**Present:** Cllrs Barbara Archer (Chair), Nigel Dobson and Graham Williams. In attendance: H Coonick (Clerk/RFO)

1. **Receive and Accept Apologies for Absence:** Cllrs Val Fotheringham, David Marston, Chris Meeson and Ed Povey. Cllr Cecilia Motley (Shropshire Council)
2. **Declarations of Interest:** None
3. **Public Forum:** No members of the public were in attendance.
4. **Approval of the Minutes of the Parish Council meeting held on 6<sup>th</sup> June, 2024:**  
**RESOLVED:** to approve the minutes as an accurate record and they were signed by the chair.
5. **Consider Changing Date of Meetings to Wednesdays:**  
**RESOLVED:** to permanently change the day of meetings to the first Wednesday in the month with no meetings in August or January.
6. **Co-option of New Councillors:**  
**RESOLVED:** to co-opt Mr Richard Wilks as a councillor. There is still one vacancy for a councillor.
7. **Reports**
  - 7.1. Chairs Report – Cllr Archer reported that there was a South Shropshire Area Committee next week which she will attend and report on at the September Parish Council meeting.
  - 7.2. Shropshire Council – Cllr Motley had sent her apologies.
8. **Highways**
  - 8.1. Review of the Vehicle Activated Signs: The two mobile and one static sign are working well. Operation SNAP is leading to prosecutions for traffic related offences in the parish.
  - 8.2. Consider the Purchase of Further Vehicle Activated Signs:  
**RESOLVED:** to purchase two new vehicle activated signs with a total of £4,400 plus VAT which is funded jointly by the Council's precept and the West Mercia Police and Crime Commissioner grant.
  - 8.3. Review of the Reduction of the Environmental Maintenance Grant from Shropshire Council: due to budget cuts the grant has been reduced by 50%.  
**RESOLVED:** to accept the reduced grant and write to Shropshire Council complaining about the reduction in grant.
  - 8.4. New Tasks for the Environmental Maintenance Contractor: the contractor will concentrate on cutting back verges on corners but is not allowed to work on the B4368 which is the responsibility of Shropshire Council. Members of the public can report issue on the B4368 to Shropshire Council via 'Fix My Street' on the internet.
9. **Accounts**
  - 9.1. Review and Adopt the New Financial Regulations:  
**RESOLVED:** to adopt the new Financial Regulations
  - 9.2. Review the Accounts Report, Expenditure Against Budget: As of the 18<sup>th</sup> June 2024 the expenditure was £1,490.52 and income was £8,820.24. The budget is satisfactory.  
**RESOLVED:** to approve the accounts
  - 9.3. Review and Sign the Bank Reconciliation: As of the 13<sup>th</sup> May 2024 the bank account held £18,391.40.  
**RESOLVED:** Cllr Williams will sign the bank reconciliation as correct.
  - 9.4. Review the Banking Mandate:

**RESOLVED:** Cllrs Archer, Povey and Dobson are signatories. Cllrs Archer and Povey are also online banking signatories.

9.5. Authorise Payments

9.5.1. H Coonick (Clerk) reimbursement for software (shared cost with three other parishes) £16.65

9.5.2. D Lewis (Environmental Maintenance) inv 534 £72

**RESOLVED:** to authorise payments 9.5.1 and 9.5.2

**10. Items for the Next Meeting at 7.30pm Wednesday 4<sup>th</sup> September 2024 at Munslow Village Hall:** None.

**Signed by the Chair:**

**Date:**