

**KEMBERTON PARISH COUNCIL**

**Clerk to the Council:**

Ms Vanessa Voysey  
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Alveley, Shropshire  
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**Chairman:**

Phil Jones

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*Members are hereby summoned to attend a Meeting of Kemberton Parish Council to be held on **Wednesday 8<sup>th</sup> May 2024, 7:30PM** in Kemberton Village Hall for the purpose of transacting the following business.*

**Signed, V Voysey, Parish Clerk**

**DATE: 4<sup>th</sup> May 2024**

- 1. Election of a Chairman**
- 2. Election of a Vice-Chairman**
- 3. Chairman's Welcome and Announcements**
- 4. Apologies** to receive and agree apologies for absence
- 5. Disclosable Pecuniary Interests and Dispensations**  
  
Requests for dispensation should be in writing and addressed to the Chairman and/or Parish Clerk prior to the meeting
- 6. Report from Shropshire Councillor**
- 7. Public Participation Session** an opportunity for the public to speak to the Council on matters that concern the Parish
- 8. Minutes** to approve the minutes dated 13<sup>th</sup> March 2024
- 9. Matters Arising** any matters arising from the minutes not covered elsewhere on the agenda
- 10. Planning Applications Received:** to consider any planning applications received between the publication of the agenda and meeting of 8<sup>th</sup> May
- 11. Planning Application Decisions:**

24/00549/FUL (validated: 27/02/2024) – Grant Permission  
Agricultural Land, Paddock Lane, Kemberton, Shifnal, Shropshire  
Relocation of an agricultural access

## 12. Any other Planning Matters

24/00521/FUL – Pending consideration

Erection of a timber framed outbuilding

Mayfield , Middle Street, Kemberton, Shifnal, Shropshire.

**13. Correspondence:** to receive any correspondence sent following the publication of the agenda and the meeting of 8<sup>th</sup> May 2024

## 14. Finance

### 14.1 Insurance

To consider the renewal invitation of the Parish Council's insurance policy, currently held with Aviva/Clear Councils and due to be renewed on 1<sup>st</sup> June. The quoted renewal price is £352.44 for 1 year.

**14.2 Payments** to approve the following

Payee	Description	Amount	Power
Clerk	Travel Expenses (May)	£13.50	LGA 1972 s.112 (2)
Clerk	Salary Quarter 1	£tbc	LGA 1972 s.112 (2)
HMRC	Quarter 1	£tbc	LGA 1972 s.112 (2)
Aviva/Clear Councils	Insurance	£352.44	LGA 1972 s.111
A.Wilson	Internal Auditors Fee	£80	LGA 1972 s.111
SALC	Membership Fees	£155.29	LGA 1972 s.111
HugoFox	Website fees (February to May)	£47.96	LGA 1972 s.111

### Income

Bank interest – £9.84 months of February and March

Precept –£4003 – 18<sup>th</sup> April

**14.3 Internal Audit** to receive and accept the Internal Audit for the financial year 2023-2024

### 14.4 End of Year

To approve and sign the following:

- Reconciliation and Bank Statements for the month of March 2024
- Receipts and Payments including income and expenditure spreadsheets for the month of March 2024
- Sign Certificate of Exemption
- Sign Annual Governance Form
- Sign the Annual Return for 2023-24
- Confirm exercise of Public Rights

- 15. Environment** to receive any reports on any environmental issues
- 16. Highways** to receive any updates on Highways matters affecting the Parish
- 17. Other Parish Matters** to receive update on any items that have been raised with Parish Councillors and not otherwise covered in the agenda
- 18. Next Meeting** will be Wednesday 10<sup>th</sup> July 2024 at Kemberton Village Hall, 7.30pm