

## CAYNHAM PARISH COUNCIL

Clerk: Mr C E Williams 2 Jockeyfields Ludlow SY8 1PU

Phone: 01584 874661 Email: [cewilliams1@btinternet.com](mailto:cewilliams1@btinternet.com)

The Minutes of the Annual Public and Annual Meetings of Caynham Parish Council held at Knowbury Memorial Hall on Monday 16<sup>th</sup> May 2022 commencing at 7.00pm

### **Present:**

Mr I Lowman-Brown	Mr A Jones
Ms S Lowe	Mrs H Jones
Mr M Galbraith	Mrs J King
Mr B Hardy	Mr G Cummings
Mr C E Williams (Clerk)	

### **Members of the Public:**

One members of the public present  
Shropshire Councillor Mr R Huffer

### **Apologies:**

Mr S Boden and Mr G Williams

### **Annual Public Meeting:**

#### **1. Chairman's Annual Report:**

Mr I Lowman- Brown took the chair in the absence of Mrs B Ashford who was recovering from a recent operation, the Council wished Barbara a speedy recovery.

The Clerk presented the annual report providing details of the various activities undertaken by the Parish Council during the year, dealing with planning, highways, amenities and areas of concerns raised by the public. With the Coronavirus epidemic still evident it had again been a difficult year, but the Council had been able to hold all its meetings in Knowbury Village Hall.

The Parish Council had taken ownership of the parcel of land in Sycamore Grove Knowbury and an order has been placed for some play area equipment, however installation has been delayed due to the difficulties in the supply of the equipment, but it is till anticipated the work will be completed in June 2022.

The Vice- Chair thanked all members for the contribution that they had made to the local Community and to the Clerk for the work he undertakes.

#### **2. Annual Financial Report:**

The Clerk had produced an annual statement of Income and Expenditure for the fiscal year 2021/22 which shows balance of £63,588 at the 31<sup>st</sup> March 2022.

The Accounts for the year 2021/22 have been inspected by the Councils Internal Auditor.

#### **3. Report from Parish Council Representatives:**

A report was made by representatives of Knowbury Memorial Hall, Caynham Village Hall and Clee Hill Village Hall. All halls remained in a good financial position and had continued to make necessary improvements and repairs. A report was received from the Friends of Clee Hill Forum with the main concern relating to traffic issues in Tenbury Road particularly during School opening and closing times with parents dropping off and collecting children.

#### **4. Items from Shropshire Councillor:**

Cllr R Huffer reported on Shropshire Council matters which related to planning, highways and budgetary issues.

With no questions from Members of the Public the Annual Public meeting was closed by the Vice-Chairman.

## **Annual Meeting of the Parish Council**

### **1. Disclosure of Interest:**

No disclosures of interest.

### **2. Election of Chairman and Vice Chairman for the ensuing year:**

Mrs B Ashford was elected Chairman and Mr Ian Loman-Brown was elected Vice-Chairman for the ensuing year.

### **3. Appointment of Representatives to the Village Halls, Clee Hill Recreational Committee and Clee Hill Forum.**

- Sean Boden was appointed to Clee Hill Rec committee
- George Cummings was appointed to Clee Hill Forum
- Barbara Ashford was appointed to Caynham Village Hall
- Helen Jones was appointed to Knowbury Village Hall
- Ian Loman-Brown was appointed to Clee Hill Village Hall

### **4. Representative to the South Shropshire Association of Local Councils.**

The Chairman and Vice-Chairman would represent the Parish Council

### **5. Minutes:**

The Minutes of the Parish Council meeting held on the 28<sup>th</sup> March 2022 were approved.

### **6. Matters arising from the minutes not included on the agenda:**

No matters arising from the minutes.

### **7. Chairman's Communications**

No Items

### **8. Planning Items:**

Planning Application – 22/02011/CPL – Application for change of use from agriculture to form one unit – Knowbury Hall Snitton Lane Knowbury – No Objection

### **9. Highway/Amenity Items:**

The Clerk reported that he would be holding a meeting with Shropshire Council and the Head Teacher of Clee Hill Primary School to discuss the traffic issues in Tenbury Road Clee Hill/

### **10. Financial Items:**

The Parish Council approved the following accounts for payment:

SALC – Annual subscription - £650.29, K Adams – Internal Audit Fee £165.00, Flags- purchase of Flag for Caynham Village Hall - £89.94, C E Williams – Print cartridges - £35.

The Parish Council approved the Annual Governance Statements which will now be placed on the website and forwarded to the External Auditors.

### **11. Items from Parish Councillors:**

No Items

### **12. Meeting 2022/23:**

Monday 25<sup>th</sup> July 2022, Monday 26<sup>th</sup> September 2022, Monday 28<sup>th</sup> November 2022, Monday 30<sup>th</sup> January 2023, Monday 27<sup>th</sup> March 2023, Monday 29<sup>th</sup> May 2023

Chair