



## AUDLEM PARISH COUNCIL

**Clerk: Belen Lopez Bloor**

1 St Chads Way, Norton in Hales  
Market Drayton, Shropshire TF9 4AW

Telephone: 07432 332857

e-mail: audlempc@gmail.com

### MEETING OF AUDLEM PARISH COUNCIL MINUTES OF MEETING

Monday 27<sup>th</sup> June 2018 at 6.00pm

Methodist Meeting Rooms, Shropshire Street

#### PRESENT

Cllr David Higham (Chairman of the Committee), Cllr Tim Lawton. Parish Clerk - Mrs Belen (Bee) Lopez Bloor

**In attendance:** Cllr Geoff Seddon.

#### 1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr David Siddorns.

#### 2. DECLARATION OF INTERESTS

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

**None received.**

#### 3. BUDGET 2018/19

Cllrs reviewed the budget and agreed that the figures seemed appropriate as a 3% increase had been applied to all future expenditure to allow for inflation. It was noted that expenditure will be vastly different if APC proceed with the purchase of the land at Green Lane. The budget will be reviewed in October.

**Resolved: That the current budget be accepted and then reviewed in October.**

**Action: Clerk to add the current budget as a PDF on the PC website once Green Lane field purchase has been concluded.**

Cllr Higham pointed that the figure for Office Expenses on the budget was too high as he did not think Graham Tresidder Funeral Services will charge APC for storage of archive files. Cllr Higham suggested bringing the boxes to the undertakers once he has spoken to them.

**Action: Cllr Higham to speak to Graham Tresidder Funeral Services to establish if there will be any cost for file storage and let the Parish Clerk know when the files can be moved.**

#### 4. VAT RETURN

Councillors checked last year's accounts and confirmed the total VAT return due will be £951.68.

The Parish Clerk explained that she was not in possession of any information regarding APC's Gateway ID to log in to HMRC's online service and that she had written to HMRC informing them there had been a change in Clerk and requesting they send new details. Cllr Lawton offered to speak to his finance team and check how they access their HMRC account. Cllr Higham has offered to help the Clerk submit the VAT return if necessary.

**Resolved: That the Parish Clerk submit a VAT return of £951.68.**

**Action: Parish Clerk to gain access to HMRC's online system and submit this figure.**

#### 5. ENERGY FIXED CONTRACT

The Parish Clerk informed the FSC that the current energy contract comes to an end in November this year. Currently APC are signed up to a one-year fixed contract with a standing charge of 24.02 pence per day at 13.5 pence per kwh. She has spoken to them and they are offering a new contract of:

- 1 year contract standing charge 24.02 pence per day & 15.10 pence per kwh
- 3 year contract standing charge 24.02 pence per day & 15.7 pence per kwh
- 4 year contract standing charge 24.02 pence per day & 15.8 pence per kwh

Npower have issued a refund for the overestimated readings. It was agreed that Cllr Seddon should continue to take meter readings. Cllr Higham commented that once we have a few readings in September Councillors will have enough accurate information to estimate APC's annual usage and then go out to the energy suppliers to compare fixed contracts.

Councillors expressed concerns that APC may have been overcharged by previous energy supplier Extra Energy from November 2016 – November 2017.

**Action: Parish Clerk to investigate previous energy supplier charges and inform Councillors if overcharging took place then. Cllr Higham to check the public conveniences and see what is using the electricity. Cllrs to review energy providers before renewal date in November.**

**6. DOMAIN NAME**

Cllr Higham proposed this matter be deferred for now until the meeting with John Gunstone of ThenMedia takes place in July as he will be able to advise APC.

**7. INSURANCE RENEWAL**

Cllr Higham proposed this matter this deferred. Councillors agreed that an accurate assessment and review of the current asset register needs to take place before the end of September. Once APC have established the values are true and correct they can then look at the different insurance providers and investigate Came & Commercial's proposal thoroughly.

**8. AUDLEM FOOTBALL CLUB GRANT**

Audlem Football Club have requested a grant of £500 towards a new football kit for the new season costing £840. They have also offered APC the opportunity to have the Parish Council logo emblazoned on the kit. Councillors discussed the application and in light of the expenditure that APC are about to incur with the purchase of the land at Green Lane, decided to approved half of the monies towards the kit, £420, instead of the full £500. They have also agreed that APC should have their logo on the kit. Cllr Lawton proposed to accept the request, Cllr Higham seconded.

**Resolved: That the grant request is recommend for approval to the full Parish Council at the July meeting.**

**9. REVIEW OF SMALL GRANT APPLICATION POLICY**

Councillors agreed that overall the policy was acceptable but requested a minor amendment on it requesting proof is provided to APC once the grant has been used. Cllr Lawton proposed to recommend the approval of the policy to the Parish Council, Cllr Higham seconded.

**Resolved: That the policy be amended and recommended to the Council for approval at the July meeting.**

**To resolve: to exclude the public from Part 2 of the meeting on the grounds of commercial confidentiality.**

Cllr Lawton proposed to close the meeting, Cllr Higham seconded.

**Resolved: Meeting closed to the public at 18.53.**