

Market Drayton Town Council

**Minutes of The Annual Council meeting
held at The Town Hall, Frogmore Road on Thursday 9 May 2024 at 7.45pm.**

PRESENT: Councillors: R. Aldcroft (Mayor), Mrs. J Beckett, T Beckett, B. Chapman, M. Erwin, P. Glover, G. Groves, R. Hughes, T. Manton, I. Nellins and A. Sanderson

ABSENT: Councillor W. Love

In Attendance: 0 members of the public present, and 3 members of the public listened to the meeting via Teams.

Clerks: Sue Thomas, Town Clerk and Kate Harvey, Assistant Clerk.

1.C Election of Town Mayor for the municipal year 2024/25

Councillor Manton proposed, Councillor Groves seconded to **nominate Councillor Aldcroft.**

There were no further nominations.

It was **RESOLVED:**

To duly elect Councillor Aldcroft as Town Mayor for the municipal year 2024/25.

The Town Mayor was presented with the Chain of Office and signed the Declaration of Office.

2.C Election of Deputy Town Mayor for the municipal year 2024/25

Councillor Groves proposed, Councillor Hughes seconded to **nominate Councillor Manton.**

There were no further nominations.

It was **RESOLVED:**

To duly elect Councillor Manton as Deputy Mayor for the municipal year 2024/25.

The Deputy Mayor signed the Declaration of Office and was presented with the Deputy Mayors chain office.

3.C Apologies for absence

Minutes of the Annual Council Meeting held on 9 May 2024.

Initial: 

Members NOTED the following apology:

Councillor W. Love - Prior arrangement

4.C Disclosable Pecuniary Interests

- i. No disclosable interests were declared.
- ii. No dispensations were received for consideration.

5.C Public Session

No members of the public had expressed a wish to speak at the meeting.

6.C Minutes

Councillor Aldcroft proposed, Councillor Chapman seconded, and it was **RESOLVED** with one abstention:

To agree and adopt the minutes of the of the Council meeting held on 18 April 2024.

7.C Appointments of Standing Committees Chairman and Vice Chairman

The Chair asked for nominations for Chairman and Vice Chairman for the standing committees for the ensuring Civic year 2024/25:

i) Planning - Chairman

Councillor Manton proposed, Councillor Hughes seconded to **nominate Councillor Chapman.**

There were no further nominations.

It was **RESOLVED:**

To duly elect Councillor Chapman as Chairman of the Planning Committee for the municipal year 2024/25.

Planning – Vice Chairman

Councillor Manton proposed, Councillor T Beckett seconded to **nominate Councillor Glover.**

There were no further nominations.

It was **RESOLVED:**

To duly elect Councillor Glover as Vice Chairman of the Planning Committee for the municipal year 2024/25.

ii) **Community and Governance - Chairman**

Councillor Sanderson proposed, Councillor Nellins seconded, to **nominate Councillor Sanderson.**

There were no further nominations.

It was **RESOLVED:**

To duly elect Councillor Sanderson as Chairman of the Community and Governance Committee.

Community and Governance – Vice chairman

Councillor Sanderson proposed, Councillor Mrs J. Beckett seconded to **nominate Councillor Erwin.**

There were no further nominations.

It was **RESOLVED:**

To duly elect Councillor Erwin as Vice Chairman of the Community and Governance Committee for the municipal year 2024/25.

iii) **Services and Facilities - Chairman**

Councillor Hughes proposed, Councillor Groves seconded to **nominate Councillor Manton.**

There were no further nominations.

It was **RESOLVED:**

To duly elect Councillor Manton as Chair of the Services and Facilities Committee for the municipal year 2024/25.

Services and Facilities - Vice Chairman

Councillor Manton proposed, Councillor Chapman seconded to **nominate Councillor Groves.**

There were no further nominations.

It was **RESOLVED:**

To duly elect Councillor Groves as Vice Chairman of the Services and Facilities Committee for the municipal year 2024/25.

iv) **Finance and General Purposes - Chairman**

Councillor T Beckett proposed, Councillor Groves seconded to **nominate Councillor Hughes.**

There were no further nominations.

It was **RESOLVED** with one abstention:

To duly elect Councillor Hughes as Chair of the Finance and General Purposes Committee for the municipal year 2024/25.

Finance and General Purposes – Vice Chairman

Councillor Beckett proposed, Councillor Sanderson seconded to **nominate Councillor Chapman.**

It was **RESOLVED:**

To duly elect Councillor Chapman as Vice Chair of the Finance and General Purposes Committee for the municipal year 2024/25.

8.C **Personnel Committee and Personnel Appeals Committee**

After a short discussion, Councillor Erwin proposed, Councillor Chapman seconded, and it was **RESOLVED:**

Membership of the following committees:

- **Personnel Committee Councillors, Aldcroft, Erwin, Glover, Hughes, Love and Nellins.**
- **Personnel Appeals Committee Councillors, J. Beckett, T. Beckett, Chapman, Groves, Manton and Sanderson.**

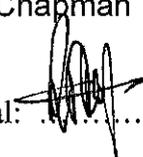
9.C **Appointment of any New Committee**

No new Committees were appointed.

10.C **Appointment of Representatives on Outside Bodies**

After a short discussion, Councillor Aldcroft proposed, Councillor Chapman seconded, and it was **RESOLVED:**

Minutes of the Annual Council Meeting held on 9 May 2024.

Initial: 

To appoint the following representatives to the outside bodies.

1. Market Drayton Community Enterprise - Councillor Aldcroft.
2. Emergency Planning – Councillor Aldcroft.
3. RAF Shawbury Helicopter Noise Liaison Group – Councillor Manton.
4. Shropshire Association of Local Councils Area Committee - Councillors Glover and Groves.
5. Market Drayton Sports Association - Councillors Chapman and Hughes.
6. Walkmill Meadows group – Councillors Love and Manton.
7. The Grove School Community Steering Group – Councillors Aldcroft and Manton.
8. Pezanas Twinning Association – Councillor Chapman

11.C REVIEW OF POLICIES

Documentation was circulated prior to the meeting.

- i) Financial Regulations

Councillor Hughes proposed, Councillor Chapman seconded, and it was **RESOLVED:**

To agree and adopt the Financial Regulations

- ii) Standing Orders

Councillor Chapman proposed, Councillor Manton seconded, and it was **RESOLVED:**

To agree and adopt the Standing Orders.

12.C Schedule of Meetings

Councillor Manton proposed, Councillor Chapman seconded, and it was **RESOLVED:**

To approve the schedule of ordinary meetings for the 2024/25 Civic year.

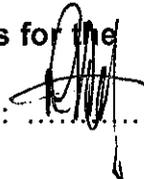
13.C Delegation and Terms of Reference for Committees:

Documentation was circulated prior to the meeting.

Councillor Aldcroft proposed, Councillor Chapman seconded, and it was **RESOLVED:**

To agree the delegation arrangements and terms of references for the following standing committees.

Minutes of the Annual Council Meeting held on 9 May 2024.

Initial: 

- i) **Finance and General Purposes**
- ii) **Services and Facilities**
- iii) **Planning**
- iv) **Personnel**
- v) **Community and Governance**

14.C Financial Regulations

A discussion was had on Section 2.2 Accounting and Auditing section of the Financial Regulations to appoint a member to sign off the monthly reconciliation's accounts.

Councillor Aldcroft proposed, Councillor Sanderson seconded, and it was **RESOLVED:**

For Councillor Erwin to sign off the monthly reconciliation's accounts.

15.C Annual Internal Audit Report 2023/24 (Final)

Documentation was circulated prior to the meeting.

There were no questions asked.

Councillor Hughes proposed, Councillor Chapman seconded, and it was **RESOLVED:**

- I. **To agree and approve the Annual Internal Audit Report 2023/24 - Final.**
- II. **To agree and approve the Annual Governance and Accountability Return 2023/24 Form 3, Page 3.**

16.C Section 1 – Annual Governance Statement 2023-24

Documentation was circulated prior to the meeting.

No questions were asked.

Councillor Manton proposed, Councillor Hughes seconded, and it was **RESOLVED:**

To approve the Annual Governance Statement 2023-24.

The Mayor and Clerk signed the Annual Governance Statement.

17.C Section 2 – Accounting Statement 2023-24

Documentation was circulated prior to the meeting.

Minutes of the Annual Council Meeting held on 9 May 2024.

Initial: 

No questions were asked.

Councillor Chapman proposed, Councillor Manton seconded, and it was **RESOLVED:**

To approve the Accounting Statement 2023-24.

The Mayor signed the Accounting Statement.

18.C Signatories on the Council's bank account

Councillor Aldcroft proposed, Councillor Chapman seconded, and it was **RESOLVED:**

The Council's bank account signatories to be:

Councillor Aldcroft, Manton and Hughes, Town Clerk and Assistant Clerk.

19.C NEW POLICY

Documentation was circulated prior to the meeting.

The Assistant Clerk explained that, to help us meet the objectives of the policy, conversations are taking place with Stoke Heath Prison to produce bird boxes, bug houses and bat boxes; these could be distributed to local schools, community venues and households.

Councillor Hughes proposed, Councillor Nellins seconded, and it was **RESOLVED:**

To approve and adopt the biodiversity policy and action plan.

20.C STREET LIGHTING

Documentation was circulated prior to the meeting.

Councillor Nellins explained that the lights on High Street are not working; as High Street is in a conservation area Shropshire Council has suggested installing more suitable streetlights.

Councillor Nellins proposed, Councillor Groves seconded, and it was **RESOLVED:**

To support plans for the installation of new streetlights on High Street; the chosen lights to be the those which provide the best lumens.

Councillors Grove and Chapman along with the Clerk to be given delegated powers to agree the design of the light with Shropshire Council.

21.C FOR INFORMATION:

- Neighbourhood Fund - £66,780.43 will be received shortly from Shropshire Council.
- Precept - £554,184 has been received from Shropshire Council
- Shropshire Council are consulting on the proposal to cease to provide a dedicated Empty Homes function. The consultation can be found at <https://www.shropshire.gov.uk/get-involved/empty-homes-consultation/>
- **Please Note:** Members are responsible for keeping their Declaration of Interests up to date and this includes the interests of family members.

The meeting concluded at 8.18 pm.

Chairman: 

Date: 11 July 2024

Initial: 