

**Minutes of the Annual Meeting of Ercall Magna Parish Council held on Tuesday, 21<sup>st</sup> May 2024 at 7.00p.m. in High Ercall Village Hall.**

**PRESENT:** Cllr K Connor Cllr S Bentley Cllr R Wickson  
Cllr L Hughes Cllr S Noyes-Thomas Cllr C Grant  
Cllr E Aston Cllr C Purves Cllr S Walker

**In Attendance:** Katrina Baker (Clerk)

**025/05/24.C Welcome & Introductions**

The Chairman for 23/24, Councillor Connor, opened the meeting and thanked everyone for attending.

**026/05/24.C Election of Chairman**

Councillor K Connor Proposed by Councillor L Hughes  
Seconded by Councillor R Wickson

All in favour and thus it was

**RESOLVED that Councillor Kevin Connor be re- elected as Chairman of Ercall Magna Parish Council for 2024/25.**

**027/05/24.C Declaration of Acceptance of Office**

Councillor Connor read and signed the Declaration which was witnessed by the Clerk, as the Proper Officer of the Council.

**028/05/24.C Declarations of Acceptance of Office**

All Members read and signed new Declarations of Acceptance of Office, including their commitment to the Code of Conduct. These were witnessed by the Clerk.

**029/05/24.C Registers of Disclosable Pecuniary Interests**

Members are required to confirm that their DPIs are current. New forms are available if updates are needed.

**030/05/24.C Apologies for Absence**

Councillor S Taylor Holiday  
Councillor G Barrow Health  
Councillor R Hartshorn Attending an alternative meeting  
Councillor R Bruckshaw Work Commitments

**RESOLVED that the apologies, as listed above, be accepted.**

**031/05/24.C Election of Vice Chairman**

Councillor R Wickson Proposed by Councillor L Hughes  
Seconded by Councillor S Noyes-Thomas

Councillor L Hughes Councillor Hughes declined the nomination.

With one abstention, all were in favour and thus it was

**RESOLVED that Councillor Ray Wickson be re-elected as Vice Chairman of Ercall Magna Parish Council for 2024/25.**

**032/05/24.C Declaration of Acceptance of Office**

Councillor Wickson read and signed the Declaration which was witnessed by the Clerk, as the Proper Officer of the Council.

**033/05/24.C Declarations of Interest & Dispensations (for items on the Agenda)**

Members were reminded that there is a form available should then wish to apply for a dispensation.  
Councillor Connor has a dispensation for Royal British Legion and Ellerdine Village Hall.  
Councillor Wickson has a dispensation for RBL and SALC  
Councillor Grant has a dispensation for HEVH  
Councillor Noyes-Thomas has a dispensation for HEVH  
Councillor Bentley declared an interest in the employment of the Clerk and related matters

**034/05/24.C Minutes of the Annual Meeting held on 16<sup>th</sup> May 2023**

It was proposed by Councillor Bentley and seconded by Councillor Wickson, all were in favour and thus it was

**RESOLVED that the Minutes of the AGM held on 16<sup>th</sup> May 2023 be signed by the Chairman as a true record.**

**035/05/24.C Ercall Magna Parish Council Committee Structure**

It was proposed by Councillor Bentley and seconded by Councillor Hughes that the draft structure, as circulated, be agreed. All were in favour and thus it was

**RESOLVED that the Committee Structure be agreed 2024/25.**

**036/05/24.C Committee and Working Group Membership**

Finance and Governance	Chairman Vice Chairman Cllr Barrow Cllr Hughes Cllr Purves Cllr Noyes-Thomas Cllr Walker
HR Working Group and Complaints & Appeals Committee	Vice Chairman Chairman of Finance & Governance Cllr Grant Cllr Noyes-Thomas
Planning Committee	Chairman Vice Chairman Cllr Aston Cllr Barrow Cllr Bruckshaw Cllr Purves
Environment Working Group	Chairman Vice Chairman Cllr Aston Cllr Grant Cllr Purves
Emergency Planning & Resilience Working Group	Chairman Vice Chairman Cllr Hughes Cllr Purves The Clerk

It was proposed by Councillor Hughes, seconded by Councillor Walker, all were in favour and thus it was

**RESOLVED that the Committee Membership, as listed above, be confirmed.**

### 037/05/24.C Representatives of Outside Bodies

TW Bus User Group	Cllr R Wickson
SALC Wrekin Area Committee	Cllr R Wickson Cllr L Hughes Cllr G Barrow
High Ercall Village Hall	Cllr C Grant Cllr S Noyes-Thomas
Climate Change Champion	Cllr C Purves
Snow Wardens	Cllr G Barrow (Roden) Cllr S Noyes-Thomas (High Ercall / Walton) Cllr S Taylor (Ellerdine / Rowton)
Tree Warden	Cllr E Aston
Helicopter Liaison Group	Cllr G Barrow
Pre-Application Planning Consultations	Cllr L Hughes Cllr K Connor Cllr R Wickson Cllr C Purves
Endowment Charity	Cllr R Wickson

The above representatives were proposed by Councillor Hughes and seconded by Councillor Walker, all were in favour and thus it was

**RESOLVED that the Members be appointed as per the list**

### 038/05/24.C Standing Orders and Financial Regulations

Members confirmed the current Standing Orders and updated Financial Regulations of the Council for 2024/25. Copies are available on request and they appear on the website.

### 039/05/24.C Remuneration Report

No Members had claimed remuneration for 2023/24.

Members considered if a scheme should be available for 2024/25. It was proposed by Councillor Wickson and seconded by Councillor Hughes that £100 per Member be made available. All were in favour and thus it was

**RESOLVED that £100 be included in a Remuneration Budget for 2024/25 to enable elected Members to claim an allowance, in arrears, if they wish to do so.  
It was also confirmed that the Chairman's Allowance would remain at £1250.00.**

### 040/05/24.C Finance & Governance

**Bankers** Barclays – Current Account and Savings Account and CCLA (Investment)  
**Bank Signatories** Cllrs R Wickson, G Barrow, K Connor  
**Auditors** Rosemarie David AAT (Internal) PKF Littlejohn LLP (External)

#### Asset Register

A copy of the updated Asset Register, as at the end of March 2024, had been circulated and will appear on the website.

#### General Power of Competence

Ercall Magna Parish Council meets the criteria for the General Power of Competence in accordance with the Localism Act 2011 – it has 2/3 elected Councillors and a Qualified Clerk.

**041/05/24.C Annual Subscriptions**

*Councillor Wickson declared an interest in SALC*

It was proposed by Councillor Connor and seconded by Councillor Bentley that the following annual subscriptions be confirmed. All were in favour and thus it was

**RESOLVED that these subscriptions be renewed for 2024/25:**  
**Shropshire Association of Local Councils**  
**Scribe Accounting Package**  
**Society of Local Council Clerks (25%)**  
**Zoom (25%)**

**042/05/24.C Meeting Schedule**

A copy of a draft meeting scheduled had been circulated. It was proposed by Cllr Purves and seconded by Cllr Walker, all were in favour and thus it was

**RESOLVED that the Meeting Schedule be approved.**

There being no further business, the Chairman closed the Annual Meeting and thanked everyone for their important contributions.

Signed .....Date .....

Please note that these minutes remain draft until agreed at the next meeting of the Parish Council in June 2024. They will not be signed until the Annual Meeting in 2025.