



KETLEY PARISH COUNCIL

TELFORD, SHROPSHIRE

MINUTES of the Meeting of Ketley Parish Council held on Tuesday 14 September 2021 at Ketley Community Centre at 7:00pm

Present:

Councillor Sam Millward Thomas (Chairman)	Councillor Amrik Jhawar
Councillor Eileen Callear	Councillor Hilda Rhodes
Councillor David Elliot	Councillor Kuldip Sahota
Councillor Joy Francis	Councillor Sukh Thiara
Councillor Nicholas Heath	

Locum Clerk Chris Maclean
Assistant to the Clerk Elisabeth Bamford

In attendance: One member of the public.

C21/088 WELCOME

The Chairman welcomed everyone to the meeting.

C21/089 PUBLIC SESSION

The member of the public raised a concern regarding the footpath on Holyhead Road in the area of Travis Perkins where trimming back and tidying up is required. Councillors were advised that the issue had been raised with the borough council but no action had been seen to be taken to date. Councillors noted that this area of footpath fell within the boundary of Oakengates Town Council and the matter would be raised by Cllr H Rhodes at their next Council meeting.

C21/090 APOLOGIES FOR ABSENCE

Cllr M Evans (other commitments) and Cllr A Morris (work commitments). Apologies accepted.

C21/091 DISCLOSABLE PECUNIARY AND OTHER INTERESTS

None declared.

C21/092 TO APPROVE THE MINUTES OF MEETING HELD 28 JULY 2021

Locum Clerk advised that these were still being prepared and would be presented to the next Council meeting.

C21/093 FINANCIAL ITEMS

- (i) Councillors reviewed and noted the contents of the Final External Auditors Report and Certificate 2019/20.
- (ii) Councillors reviewed each of the Except for Matters items listed in the External Auditor Report and Certificate and the actions to address.



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- (iii) The Internal Auditors Report and detailed Internal Audit Report were reviewed by Councillors and the points raised and recommendations were noted. Councillors agreed that full priority be given to addressing the points as urgently as possible.
- (iv) The Annual Governance Statement for 2020/21 was presented and Councillors considered each of the assertions listed. Councillors reviewed the accompanying statements to the “No” responses and agreed these be presented to the External Auditor.
Cllr N Heath proposed, Cllr K Sahota seconded and it was resolved that the Annual Governance Statement for the financial year 2020/21 with accompanying statements be signed on behalf of the Council.
- (v) The Accounting Statements for 2020/21 were reviewed by Councillors.
Cllr J Francis proposed, Cllr S Thiara seconded and it was resolved that the Accounting Statements for 2020/21 be signed on behalf of the Council.
- (vi) Councillors reviewed the Income and Expenditure Accounts for 2020/21.
Cllr J Francis proposed, Cllr D Elliott seconded and it was resolved that the Income and Expenditure Accounts for 2020/21 be signed on behalf of the Council.
- (vii) Councillors reviewed the Balance Sheet for 2020/21.
Cllr S Thiara proposed, Cllr K Sahota seconded and it was resolved that the Balance Sheet for 2020/21 be signed on behalf of the Council.

C21/94 FINANCE - ORDERS FOR PAYMENT

The Orders for Payment were reviewed and it was resolved that the Locum Clerk proceed to pay these.

C21/95 AGENDA ITEMS FOR NEXT MEETING

- (i) Christmas lights
- (ii) Events
- (iii) Planning application TWC/2021/0877
- (iv) Newsletter
- (v) Recycling Centre
- (vi) To advise Locum Clerk of items to be considered for inclusion on the agenda.

C21/96 PLANNED DATES OF FORTHCOMING MEETINGS

Full Council Wednesday 29 September 2021 @ 7:00pm
Full Council Wednesday 13 October 2021 @ 7:00pm

The Chairman closed the public session of the meeting at 7:57pm

Notification of Private Session under Schedule 12a, Local Government Act 1972, the following items are likely to disclose exempt information in relation to establishment and contractual matters and that pursuant to provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.



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C21/97

STAFFING

- (i) The Chairman updated Councillors on the status in relation to securing a new Clerk. Councillors considered the options of seeking assistance from Telford & Wrekin Council's HR team.
- (ii) Councillors noted the current constraints within the Council and Centre team and considered options on securing support.

Meeting closed at 8:15pm.

Signed:

Chairman of Ketley Parish Council

Date: 29 September 2021