



St Georges & Priorslee Parish Council  
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**NOTICE OF A PARISH COUNCIL MEETING** to be held following the Annual Parish Meeting on  
**Tuesday 21<sup>st</sup> May 2024.**

**The meeting will be held in the School Hall, St Georges C of E Primary School**, London Road,  
St Georges, Telford, TF2 9LJ

**Note:** please access the School Hall via the Parish Centre

### **AGENDA**

- 1) Election of Chairman:
  - a) Declaration of Acceptance of office.
- 2) Election of Vice - Chairman:
  - a) Declaration of Acceptance of office.
- 3) Apologies:
- 4) Declarations of Interest:
- 5) Minutes:
  - a) To approve the minutes of the Parish Council Meeting of 21<sup>st</sup> April 2024
- 6) Public session:
  - a) 15 minutes is allowed for members of the public to raise their concerns.
- 7) Appointment of members to standing committees / work groups for 2024/25
  - a) Staffing Committee
  - b) Parish Plan Committee
  - c) Gower Project Working Group
  - d) Christmas Lights Working Group
  - e) Climate Change & Plastic Free Working Group
  - f) Parish Council Events Working Group
- 8) Affiliation to other organisations
  - a) Shropshire Association of Local Councils (SALC)
  - b) Society of Local Council Clerks

- 9) To appoint members as representatives to outside bodies
- 10) Clerks update on any matters arising from the previous meeting:
- 11) Planning
  - Note: for every planning application it will be considered whether any proposed climate change mitigation measures are adequate.
  - a) Planning applications & decisions notified by Telford & Wrekin Council.
  - b) To Nominate a member who will have delegated authority, together with the Clerk to respond to planning applications where the deadline is before the next Parish Council Meeting.
- 12) Finance
  - a) To approve payments of accounts due in May 2024
  - b) To receive and approve the bank reconciliation up to 30<sup>th</sup> April 2024
  - c) Comparison report for the last month ended 30<sup>th</sup> April 2024
  - d) Chairmans Allowance for 2024/25 - to approve
  - e) Quarterly Finance Checks – to appoint a member to conduct a check each quarter
  - f) Payments by on-line banking – to confirm continuation of existing arrangements
  - g) Payments by Debit Card – to confirm continuation of existing arrangements
  - h) Signatories for Bank Account – to confirm continuation of existing arrangements
  - i) Mobile Phones to receive and agree contract
  - j) Council to confirm the Insurance fee for year two of our three year contract
  - k) Council to consider Freeston Avenue H&S recommendations from TWC
  - l) Priorslee Clock Proposed Footpath – Council to consider and agree a quote
- 13) Environment/Public Realm
  - a) Community Action Team (Enforcement)
  - b) Community Action Team (Public Realm) – verbal update
- 14) Gower Project
  - a) Update on project - verbal update
- 15) Community Projects & Events
  - a) Report from the Community Projects & Events Officer – verbal update
- 16) Correspondence Received:
  - a) Request from resident to look into purchasing speed indicator devices (SID's) for the parish.
- 17) Date of Next Meeting – Tuesday 18<sup>th</sup> June 2024

Yours faithfully

*Kate Southgate*

Parish Clerk/Responsible Finance Officer