

Minutes of Hopesay Parish Council

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Meeting of the Annual Parish Council Meeting, Tuesday 26th May 2026, held in Aston on Clun Village Hall, 7.30pm.

Present: Cllrs. R Hartas, J Bowers, B Day, J Campion, Cllr L Johnson.

Absent: Cllr Record, Unitary Cllr Dickin.

Apologies: Cllr Record, Unitary Cllr Dickin.

Clerk: Mrs M Gwilliam.

1. Election of Chair: Cllr Bowers proposed and Cllr Day seconded that Cllr Hartas be elected Chair. There being no other nominations, and Cllr Hartas agreeing, he was unanimously elected as Chair of Hopesay Parish Council until the next annual meeting. **Resolved.** Cllr Hartas signed the Chair's Declaration of Acceptance of Office.

2. Election of Vice Chair: Cllr Hartas proposed and Cllr Day seconded that Cllr Bowers be elected Vice Chair. There being no other nominations and Cllr Bowers agreeing, she was unanimously elected Vice Chair. **Resolved.**

3. Apologies for Absence: Cllr Record, Unitary Cllr J Dickin.

4. Declarations of i) Disclosable Pecuniary and ii) Personal Interests, and written requests for dispensations: None.

5. Minutes of the Parish Council meeting 27th April 2026: The minutes were approved as an accurate record, and the Chair was authorised to sign them. **Resolved.**

6. Representation on Outside Bodies: Cllr Bowers being willing, was re-elected as Hopesay Parish Council's representative to the Village Hall. **Resolved.** Cllr Hartas being willing, was re-elected as Council's SALC representative. **Resolved.**

7. Reviews and Subscriptions: Cllr Campion proposed and Cllr Johnson seconded that Council continue its membership of SALC and SLCC. **Resolved.**

Council **reviewed** its Grant Awarding Policy and agreed minor amendments clarifying that all organisations must proactively apply for a grant each/every year using the application form and not assume that they will be automatically awarded a grant, or that their grant will be automatically renewed, if they do not apply. **Resolved.**

8. Public Participation: None.

9. Unitary Councillor Report: None.

10. Planning: None.

11. Chair/Clerk Reports: The Chair reported that the flower bed at Broome crossroads had been replanted, and thanks were given to Mick Day of Friends of Broome Station who had carried out this

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work. The Clerk reported that a response to Council's letter raising concerns over the Neighbourhood Governance Bill had been received from the MP Stuart Anderson, who has written to the Minister at the Ministry of Housing, Communities & Local Government to raise the issue. Other matters in the Chair's and Clerk's reports relating to agenda items will be found under those agenda items.

12. Actions Arising from the Annual Parish Meeting: The turn out had been about 26 people. The Police gave a good update on criminal activity – Hopesay Parish has one of the lowest reported crime rates. Mr Phil Mark from Severn Trent Community Flood Team gave a presentation on his role and the Chair would meet with him to discuss the main areas of flood concern in Broome and Aston. There had been a suggestion from the floor at the APM, that the Council, the Village Hall and the Community Shop consider the creation of a 'Community Chest' fund which could be used in the future to support community events and worthy causes. The Chair will meet with the chairs of the other 2 organisations to discuss the possibility. However, Council would need to ascertain whether it had the powers as a Local Authority to do this.

13. Parish Consultation re Community Shop: Council unanimously **approved** the consultation document, and the timing of the consultation. There was a thoughtful discussion on how to interpret the results of the consultation, and it was hoped **many residents act to complete the survey** and return the form by the deadline, so that Council could make a properly informed decision. **Resolved**.

14 Annual Return (AGAR): The "Accounting Statements" (a page of the AGAR - Section 2 page 6) had been prepared and signed (13th April) by the RFO, and were first shown to Council at the April meeting. Following completion of the Internal Audit in May, relevant pages of the AGAR were circulated, and formally presented to consider/resolve, in the following order:

- 1 Council received and noted the Internal Auditor's report *letter*; and received and **resolved** to **note** the completed, signed, and dated **Internal Auditor Report** (AGAR page 3 Annual Internal Audit Report) which gave Council a clean and satisfactory Audit.
- 2 Council agreed to the assertions in the Annual Governance Statement, and **resolved** to **approve** the **Annual Governance Statement** (Section 1 page 5).
- 3 Council then **resolved** to **approve** the **Accounting Statements** (Section 2 page 6) previously prepared and signed by the RFO.
- 4 Council **resolved** to certify itself as exempt, and **resolved** to **approve** the **Certificate of Exemption**.
- 5 The Chair and Clerk of the meeting **signed** the Annual Governance Statement and the Chair **signed** the Accounting Statements.
- 6 The RFO **set** the commencement date for the **exercise of public rights** as commencing 3rd June 2026 and ending 14th July 2026.
7. The Certificate of Exemption was then **signed** by the RFO and the Chair.
- 8 Council **resolved** to send the Certificate of Exemption to the External Auditor; and to publish copies of the required documentation on Council's website by the due dates.

Council **resolved** on a vote of thanks to the Clerk and RFO for her work on the AGAR and Year End Accounts, and councillors gave a spontaneous round of applause (the Clerk thanked them).

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15. Finance:

The RFO informed Council that the invoice for the internal audit fee of £100 (voucher 13) was received too late for inclusion on the agenda, however it was a known, expected and budgeted for expense and should be paid without delay.

The RFO also said that the Insurance Premium of £524.04p (voucher 11) was less than £10 more than last year (£514.75p). Council was still in a 3-year fixed price deal with the insurance company, and the increase was the inflationary element, confirmed via a phone call on 22nd May to Gallaghers.

INVOICES TO PAY:

Voucher	Name	for	Budget (from)	£amount	Method
6, 7	Staff costs/HMRC	MAY 2026 Salary, PAYE tax, NIC, homeworking costs	Salary, tax, admin, Employer NIC	766.22	SO, BACS
8	Ditton Services	Grass cutting, MAY instalment	292.33 Aston Green 58.47 VAT	350.80	SO
9	SALC	Annual affiliation fee	Subs 328.34	328.34	BACS
10	SALC	Code of Conduct Training £30 x 2	Training 60	60.00	BACS
11	Gallaghers	Annual insurance premium	Insurance 524.04	524.04	BACS
12	Clerk	Postage/mileage expenses	Office admin	14.75	BACS
13	Bernard Townson	Internal audit services	Audit 100	100.00	BACS
14	Unity Trust Bank	Monthly service fee 31/5/26	admin	7.00	fee
Total				£2,151.15p	

Council accepted the Finance Report and authorised all payments as listed. Resolved.

16. Shropshire Council Environmental Maintenance Grant: Council discussed applying for this grant, however, as some of the work Council wanted to carry out was on private land (footpaths etc), and whereas work funded by the grant had to be carried out on Shropshire Council owned land, Hopesay Parish Council **agreed** not to apply. **Resolved.**

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17. Aston Green: The Chair was hoping to meet with a Shropshire Council Dog Warden who was intending to visit Aston Green, in the hope that they could advise actions to take regarding dog fouling at Aston Green. The Chair was also contacting Shropshire Council Officer Mark Holmes to see if he could offer suggestions and advice on repairing the Silt Trap.

The rubber grid mats at the entrance to the Orchard were getting grass cover and appeared to be working satisfactorily, but it would not be until wet weather that any real difference would be seen.

The Village Hall had informed Council that the flower bed in the car park between the Community Shop and the Village Hall was being removed. Council would ask the Village Hall to liaise with Council over this.

Standing item: Reports of anti-social behaviour at Aston Green and the Village Hall car park: There had been a report from a land owner that bags of dog waste had been flung over the dividing fence into an adjacent field where a horse regularly grazed. Ingesting plastic causes serious injury to grazing animals and intestinal obstruction may be fatal. People were also leaving bags of dog waste on the ground or hung on trees/fences. Council **noted** that such behaviour was indeed totally anti social, inexplicable, offensive, and dangerous, and could not be tolerated.

18. Correspondence: Including various bulletins, newsletters, and information sheets.

Temporary parish road closures: Unnamed Road by Aston on Clun (to Clunbury) 3rd – 28th August for bridge repairs.

19. Risk Register Rolling Review: Council reviewed Risks 1 and 1a. It was suggested, and Council **agreed**, to add 'and 3rd Party Infrastructure' to the description of risk 1a. Council reviewed both risks and **agreed** that current measures were adequate. **Resolved.**

The final page of the Register related to non-current risk items would be deleted.

20. Training: Council retrospectively **approved** Code of Conduct training/refresher training (£30 x 2 = £60) for Cllrs Campion and Bowers. **Resolved.**

21. Meetings Attended: Cllr Bowers had attended a meeting of the Village Hall Trustees.

22. Reports of Parishioners Issues, Future Agenda Items: A resident had reported that an unknown person had thrown a plastic bag of dog waste over the hedge from Aston Green into the resident's field where a horse was grazing, as mentioned under agenda item Aston Green.

23. Next Meetings: Mondays 22nd June, 20th July, 24th August 2026.

Cllr Johnson handed the Chair her letter of resignation due to work and personal commitments. Councillors expressed their sadness at her resignation, and wished her well.

The Chair closed the Meeting at 9.15pm.

Chair Signed:

Date: