



Full Council meeting held on Monday the 23rd of June 2025 at 7pm in the Council Chamber.

Exclusion of the press and public: The Chairman to inform any members of the Public or Press that in view of confidential business to be transacted in **items 9, 10 a) & b), 11 a) & b) and 12** that they are excluded in accordance with the Public Bodies (admission to meetings) Act 1960 Section 1 (2).

Public and Press Participation Maximum of 15 minutes- Any Elector of the Parish of Essington may raise a question by prior request in writing to the clerk within the period of publication of the agenda and the meeting itself, on any issue relating to Official Parish Council Business –

2 Members of the public were present and Teresa Nicholls PCSO

Minutes

Present: Councillors – Chairman, Chris Steel, Vice Chair, Hilary Southern, Gill Kelly, James Parker, Warren Fisher, Ken Moseley, Joy Markiewicz & Anne Phillips

1. **Apologies** - None
2. **Declarations of Interests** – Gill Kelly item 11 a and b- Kelly Tots Lease
3. **Approval of the Minutes of the meeting held on Monday the 19th of May 2025** – the minutes were approved with an amendment to AGM item 13- Co-option. Proposed by Joy, seconded by Gill, all in favour.
4. **Matters arising from the previous minutes-** None.
5. **District Councillors Report** - Devolution was the main topic but still no further forward.
6. **Financial Matters**
 - 6.1 **Schedule of Payments- June 2025** – Proposed by Ken, seconded by Hilary, all in favour.
 - 6.2 **Income and Expenditure Reports- May 2025** – It was mentioned that Hall hires and Fishing Permits are up on the predicted budget, Medical Centre are in arrears, tree works are up because of transfer from the tree maintenance EMR.
 - 6.3 **Bank Reconciliation both Accounts – May 2025** – Proposed by Chris, seconded by Ken, all in favour
 - 6.4 **Ratify Budget Adjustments** – Councillors noted the adjustments to the budget which is due to an increase in Grants and Donations and increase in staff costs, proposed by Warren, seconded by Hilary, all in favour.
 - 6.5 **Ratify Admin Assistant Hours from 12 p/w to 15 p/w from the 1st of July recommended by the Finance Committee** – Proposed by Gill, seconded by Warren, all in favour.
 - 6.6 **Ratify Clerk salary scale to SCP 26 from April 2025 recommended by the Finance Committee** – Proposed by Gill, seconded by Hilary, all in favour
 - 6.7 **Ratify costs for Car Park height barrier** – Defer due to the height of the barrier query.
7. **Internal Audit Report Recommendations** – Council acknowledged the FOI Policy
8. **Agar (Annual Governance and Accounting Statement)**

- a) To Receive the Annual Governance Statement 2024/25 - **Received by Council.**
- b) To take note of the Internal Audit report (AGAR Page 3) 2024/25 -**Councillors noted the Internal Audit Report AGAR page 3.**
- c) The Annual Governance Statement (AGAR Page 4) 2024/25 is approved – **Proposed by Ken, Seconded by Chris, all in favour.**
- d) The Accounting Statement (AGAR Page 5) 2024/25 is approved – **Proposed by Ken, seconded by Chris, all in favour**
- e) To agree the Notice of appointment date for the exercise of public rights Accounts for the year ended 31st March 2025 as Tuesday the 24th of June 2025. Inspection periods start date Wednesday the 25th of June to end date the 7th of August – **Council noted the date.**

9. To consider Miners Monument Grant Application – To proceed with the application, it is necessary for a copy of FOE Audited Accounts as requested in the Grant Policy Application, proposed by Ken, seconded by Warren, all in favour.

10. Hawthorne Chemist

- a) Alteration Costs - **Council considered the costs as outlined in the Quotation received by the Pharmacy.**
- b) Rent for additional space. **Councillors agreed to the rent increase, calculations and terms as set out in the addendum to the original lease. Proposed by Warren, seconded by Hilary, all in favour.**

11. Kelly Tots Lease

- a) 5-year Rent Review - **Councillors discussed and agreed to the rent calculations based on the existing Lease agreement. Proposed by Warren, seconded by Ken, all in favour.**
- b) Rent for additional Space -**Councillors agreed to the rent increase, calculations and terms as set out in the addendum to the original lease. Proposed by Warren, Seconded by James, all in favour.**

12. Medical Centre – Item 12 was moved and discussed under Item 6.2 Income and Expenditure Report.

13. Chairmans Report. Nothing to report on this occasion.

14. Closure- 21.15