



APCM 1/26

Essington Parish Council

Annual Parish Council Meeting the 18th of May 2026

The Annual Parish Council Meeting of the Parish Council held on the 18th of May 2026 at 7pm at Essington Community Centre, Council Chamber. Public and Press are welcome to attend.

Notice of Meeting

Councillors were Summoned on the 13th of May 2026 by Louise Tipler-Clerk to attend the **Annual Parish Council Meeting on Monday the 18th of May 2026 at 7:00 pm** in the Council Chamber.

Exclusion of Press and Public

The Chairman will advise attendees that, in accordance with the **Public Bodies (Admission to Meetings) Act 1960, Section 1(2)**, the press and public will be excluded during any item involving confidential business on the agenda.

Public and Press Participation Maximum of 15 minutes Any Elector of the Parish of Essington may raise a question under item 5 on the agenda in person or 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.

Acceptance of office by all Councillors.

Completion of Declaration of Interest forms.

Minutes

1. Election and acceptance of office of the Chairman – Resolved that Chris Steel be appointed as Chairman of the Parish Council for the year 2026/2027. Proposed by Gill, Seconded by Warren, all in favour. Chris made his declaration of acceptance of office and signed the said declaration.

2. Election of Vice Chairman – Resolved that Warren be appointed as Vice-Chairman of Essington Parish Council for the year 2026/2027, proposed by Joy seconded by Gill, all in favour. Warren made his declaration of acceptance of office and signed the said declaration.

3. Apologies – Annie sent apologies to the RFO.

4. Record Declarations of Interests of Members Present – Councillors, Chris Steel, Warren Fisher, Hilary Southern-Dibble, Gill Kelly, Joy Markiewicz, James Parker and Ken Moseley

Also Present: Louise Tipler-Clerk, Kate Roberts-RFO and Joe Yates-Admin Assistant.

5. Public and Press Participation- Chair to close the meeting to welcome questions from the Public and Press – **No public or press were present.**

6. Chair to re-open the Meeting – Chris Steel reopened the meeting at 7.15pm.

7. Approval of the minutes of the last Full Council Meeting (22nd April 2026)- Proposed by Chris, seconded by Warren, all in favour that the minutes were a true and accurate record.

8. Review and appoint membership of committees

8.1 Management Committee (All Members) -All members of the Council were appointed.

8.2 Appoint Members of the HR Committee – Councillors, Chris Steel, Warren Fisher Gill Kelly, Hilary Southern Dibble & Ken Moseley, were appointed.

8.3 Appoint Members of the Finance Committee – Councillors Chris Steel, Warren Fisher, Hilary Southern Dibble, Ken Moseley and James Parker, were appointed.

8.4 Appoint Parish Council Members to the Pools Committee – Councillors, Warren Fisher James Parker, and Joy Markiewicz, were appointed.

8.5 Appointment of Footpath and Tree Wardens – Councillors James Parker and Gill Kelly, were appointed.

8.6 Appointment to outside bodies

8.7 Housing Association Representative – Councillor Joy Markiewicz, was appointed.

8.8 Wyrley Juniors Football Club Committee – Councillors Gill Kelly and Annie Phillips, were appointed as Councillors of Newtown Ward.

8.9 Police Locality Committee – Take off Agenda, the committee has disbanded (It was noted by the Clerk to add Ken Moseley to Walsall F.C. Liaison Committee.

9. Reports

9.1 Chairman's Report – **The Chairman had nothing to report currently. It was suggested that the Clerk should circulate the Chairmans report from the APM to Councillors.**

9.2 Clerk's Report – **We have received a letter from residents regarding overgrowth of trees at High Hill. The clerk mentioned that as of the 29th of June it was unnecessary to publish Councillors addresses unless they wish to do so, only telephone numbers and email addresses will be listed. Still awaiting a response regarding unauthorised access to the park.**

9.3 RFO Report – **Unpaid invoices are up to date. Progress is being made on preparations for the Internal Audit, reports are being finalised.**

9.4 District Councillor's Report – **Only negative comments have been received regarding the food waste collection. There is nothing further to report on the Solar Farm proposal. A Business Investment Fund has become available. Planning applications for the golf club and traveller site have been received.**

10. Finance

10.1 Approval of the Schedule of Payments – May 2026 – **Proposed by Chris, seconded by Warren, all in favour.**

10.2 Approval of the Income and Expenditure Report – April 2026- **Proposed by Hilary, seconded by Ken, all in favour.**

10.3 Approval of the Bank Reconciliations (all accounts) – April 2026-**James Parker signed the Bank Reconciliations, proposed by James, seconded by Ken, all in favour.**

10.4. Ratify costs of £93.60 for courier to collect soil samples from Essington Pools-**Proposed by Chris, seconded by Hilary, all in favour.**

10.5 Ratify costs of £80.00 to service petrol water pump-**Proposed by Ken, seconded by Gill, all in favour.**

10.6 Ratify toilets hire payment of £450.00 plus VAT to 365 Toilet Hire (Ezz Fest) **Proposed by Hilary, seconded by Joy, all in favour.**

10.7 Ratify DJ payment of £450.00 to Wards Photo Booths (Ezz Fest)-**Warren declared an interest. Proposed by Gill, seconded by Joy, all in favour.**

10.8 Ratify sound engineer payment of £475.00 to RB Sound Solutions (Ezz Fest)-**Proposed by Hilary, seconded by Joy, all in favour.**

10.9 Ratify quote to install industrial ventilation fan in 1911 Café: £2,487.89 plus VAT-**Proposed by Chris, seconded by Gill, all in favour, to engage with DA Mechanical & HVAC Services, despite our efforts we didn't receive any other quotes.**

10.10 End of Year Report – **Proposed by Warren, seconded by Ken, all in favour.**

11. Councillors' expenses/allowances – The Chairman's allowance should show the amount spent, if any. It should also be noted on the website that councillors are volunteers and do not receive a salary.

12. Confidential Business

Exclusion of Press and Public to resolve, in accordance with the **Public Bodies (Admission to Meetings) Act 1960, Section 1(2)**, that the press and public be excluded due to the confidential nature of the following item number 12.1 and 12.2 on the agenda

12.1 Medical Centre Lease – Confidential Minute

12.2 Staff Restructure Staffing structure to be discussed at the HR meeting and then ratified by Full Council. The next HR meeting is on Tuesday 9 June at 11:00 am, appraisals to be arranged.

13. Date, time and venue of the next meeting – Management Meeting is 15th of June 2026, Finance is 22nd of June 2026 & Full Council is 29th of June 2026.

14. Closure by the Chairman – 20.49pm

Relevant legislation

- Public Bodies (Admission to Meetings) Act 1960
- Local Government Act 1972 (Schedule 12 – parish council meetings)
- Openness of Local Government Bodies Regulations 2014 (SI 2014/2095)
- Localism Act 2011 (members' interests / standards)

