



Essington Parish Council

EP972

Minutes of the Full Council Meeting held at Essington Community Centre, Hobnock Road on the 29th of June 2026 in the Council Chamber, commencing at 7pm.

Minutes

Present Councillors, Chris Steel-Chairman, Warren Fisher Vice- Chair, Gill Kelly, Hilary Southern Dibble, James Parker and Joy Markievicz.

Alo Present: Louise Tipler- Clerk and Kate Roberts- RFO.

1. Apologies- Councillors, Ken Moseley and Annie Phillips

2. Declarations of Interest- Warren Fisher declared an interest in Item 7.1 Schedule of Payments and 7.3 Bank Reconciliation. James Parker declared an interest in Item 7.1 Schedule of Payments.

3. Minutes

To approve the minutes of the Annual Parish Meeting held on the 11th of May 2026 and the Annual Parish Council Meeting held on the 18th of May 2026.

The Annual Parish Meeting minutes were noted. It was proposed by Warren, Seconded by Gill, all in favour that the Annual Parish Council Minutes were a true and accurate record.

4. Public Participation Maximum of 15 minutes-The Chairman advised attendees that the meeting will be adjourned for 15 minutes to allow any Elector of the Parish of Essington to 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.

No Members of the Public were in attendance.

5. Chair to re-open the Meeting- The chair reopened the meeting at 7.11pm

6. Reports

6.1 Chairman's Report – The chairman mentioned that he had received interest from 2 members of the Community regarding Co-option onto the Parish Council, the clerk to send application forms.

6.2 Clerk's Report- The Clerk mentioned that she had written a job contract and description for the cleaning position which she will present to members at the next HR meeting for approval.

6.3 RFO Report – The RFO mentioned that she had finally received the Internal Audit report after weeks of chasing it.

6.4 District Councillor's Report – Local Plan housing numbers have significantly changed for South Staffordshire. Community Investment was mentioned.

Gill left the chamber at 19.16pm and returned at 19.18pm

6.5 Councillors Reports. Special thanks were expressed to Essington Rugby Union Football Club for their valued support with the Pools clean-up, held on Saturday the 27th of June 2026, led by Councillor James Parker.

7. Finance

7.1 Approval of the Schedule of Payments- June 2026- Resolved. Proposed by Hilary, seconded by Gill, all in favour, that the Schedule of Payments be agreed and accepted.

7.2 Approval of the Income and Expenditure Report – May 2026- Resolved. Proposed by James seconded by Warren, all in favour that the Income and Expenditure Report be agreed and accepted.

7.3 Approval of the Bank Reconciliations (all accounts) – May 2026-Resolved Proposed by Chris Seconded by Joy all in favour that the Banc Reconciliations be agreed and accepted. Joy signed the bank reconciliations.

7.4 To review and note the Internal Audit – Councillors noted the Internal Audit and wished to express their appreciation to the Clerk and RFO, and despite the lack of support and communication from the Internal Auditor, there are no areas of concern or recommendations.

7.5 To review the Annual Governance and Accountability Return (AGAR) and attachments

- To receive and note the Annual Internal Audit Report (Page 3)
- To approve the Annual Governance Statement (Page 4: Section 1)
- To approve the Accounting Statements (Page 5: Section 2)

Resolved by Warren, seconded by Hilary all in favour, that the Council accept the Annual Governance and Accountability Return for 2025/26 to be duly signed by the Chairman and the (The Clerk) at this meeting.

7.6 To note the Electors Rights period starts on the 1st of July 2026 and ends on the 11th of August 2026.

Noted.

7.7 To approve paying the Wolverhampton Tree Service Ltd invoice from the Tree Maintenance Earmarked Reserve

Resolved. Proposed by Warren, seconded by James, all in favour to settle the invoice from the Tree Maintenance Earmarked Reserve.

7.8 To approve a 36-month agreement with Flotek IT Support.

Resolved. Proposed by Chris, seconded by Joy all in favour, to agree and sign a new three-year Contract with the Councils current provider for IT support.

7.9 To approve closing the Stripe Account

Resolved. Proposed by Warren, seconded by Chris all in favour, to formally close the Stripe account.

7.10 Councillor Audit-

James Parker carried out an audit trail of the payment process and signed the Internal Control Councillor Checklist.

7.11 Ratify CiLCA Referral costs of £62.50

Resolved. Proposed by Hilary, Seconded by Chris all in favour, of the payment for the Clerks CiLCA referral costs.

7.12 Ratify Fire Alarm Emergency Call out £198.00.

Resolved. Proposed by Chris seconded by Gill all in favour, of the Payment for Emergency Call out to the Community Centre fire alarm.

8. Community and Business Investment Fund.

Councillors discussed the funds available, which have been broken down and considered for various projects. A site meeting has been arranged to consider plans for the Village Green.

9. Confidential Business

In accordance with the Public Bodies (Admission to Meetings) Act 1960, Section 1(2), The Chairman will advise that the press and public are to be excluded due to the confidential nature of the business to be transacted in item numbers 10 & 11 on the agenda

No members of the press or public were in attendance.

10. Swan Park- Correspondence- No further comments from the Council, access will be secured.

11. Medical Centre Lease- The Council have no objection to the suggested clause to remain in the lease.

12. Date, time and venue of the next meeting – 27th of July 2026, 7pm in the Council Chamber.

13. Closure by the Chairman – The Chairman Closed the meeting at 19.58pm

Signed by Chris Steel- Chairman

27th July 2026.....