

Welshampton and Lyneal Parish Council

**The Annual Meeting of
Welshampton and Lyneal Parish Council
will be held on Wednesday 13 May 2026
at Welshampton Parish Hall starting no earlier than 6.35pm
Press and Public Welcome
Members of the public are invited
to address the Council at the set point of the meeting.**

Agenda

1. Elect the Chair of the Council.
2. Declarations of Acceptance of Office – Councillors and Chair
3. Elect the Vice Chair of the Council.
4. Public Participation Period
An opportunity for members of the public to make representations to the Parish Council on matters on the agenda or public interest.
5. Apologies for absence.
6. Minutes of the meeting held on 8 April 2026 to be approved and signed.
7. Disclosable Pecuniary Interests
 - a. Members are reminded to review their Declarations of Disclosable Pecuniary Interest and that they are required to leave the room during the discussion and voting on matters in which they have a Disclosable Pecuniary Interest, whether or not the Interest is entered in the register of members' interests maintained by the Monitoring Officer.
 - b. To consider any requests for Dispensation
 - c. Members are reminded that they are required to declare any acceptance of gifts and hospitality.
8. Personnel Committee:
 - a. Review Terms of Reference
 - b. Receive nominations to the Committee
 - c. Appoint Chair of Committee
9. To receive nominations to the Communications Task and Finish Group
10. Policy Review
 - a. Standing Orders
 - b. Financial Regulations
 - c. Reserves Policy
 - d. Complaints
 - e. Procedures for Dispensation in relation to Disclosable Pecuniary Interests
 - f. Health and Safety Policy
 - g. Information Request Policy
 - h. Scheme of Delegation
 - i. IT Policy
11. Appoint officers and representatives to the following outside bodies:
 - a. Shropshire Association of Local Councils (2 representatives)
 - b. Welshampton Parish Hall Management Committee (2 representatives)
 - c. Wood Lane Quarry Liaison Group

Clerk: Carole Warner,
Orchard Cottage,
Rowe Lane,
Welshampton,
Ellesmere, SY12 0QB
Tel. 01948 710672
email: clerk@welshamptonandlyneal-pc.gov.uk



- d. Climate, Sustainability and Biodiversity Working Group
12. Planning
 - a. Decisions Received: to note
 - i. 25/04654/FUL and 25/04655/LBC Old Breaden Hall, Breaden Heath, SY13 2LF
Conversion of existing storage outbuilding to ancillary accommodation and associated works
Decision: Refuse
 - ii. 25/04281/FUL Balmer House, Balmer, Welshampton, SY12 0PP
Proposed field access
Decision: Permission Granted
 - b. Applications Received: to consider response.
 - i. 26/01491/FUL Keepers Cottage, Ellesmere, SY12 0NF
Proposed single storey extension
 - ii. 25/02655/EIA Zone 5, Wood Lane Quarry, Spunhill, Ellesmere
South-easterly extension to Wood Lane Quarry (Zone 5)
 - iii. Wrexham County Borough Council application:
P/2026/0075 BEFESA, Fenns Bank, Whitchurch, SY13 3PA
Installation of In-Vessel Composting (Ivc) Facility and Associated Development
 13. Parish Clerk's Report
 - a. Complaints – annual report
 - b. H&S – annual report
 - c. Council's Performance Review – update
 - d. Council Statements on website – update
 - e. Newsletter – next edition and launch of new logo
 - f. Newsletter – third party advertising
 14. Financial Matters:
 - a. Balances for information – to note
 - b. Outstanding accounts – to approve
 - c. Bank Mandate – to agree signatories
 - d. Renewal of Insurance Policy - to approve
 - e. Internal Audit – to review and note
 - f. Effectiveness of Internal Control – to review and approve
 - g. Statement of Internal Control– to review and approve
 - h. Annual Governance and Accountability Return 2025/26 Part 3
 - i. to consider the Annual Governance Statement (Section 1), complete and sign
 - ii. to consider Accounting Statements 2025/26 (Section 2) and sign
 15. Climate, Sustainability and Biodiversity
 - a. Working Group – update
 16. Parish Strategy and Action Plans – update
 - a. Communication Implementation Plan – update
 - b. Action Plan – update
 17. Councillor Reports - *to report on meetings attended*
 18. Parish Matters - *to bring to the attention of the Parish Council matters of interest or importance.*
 - a. Colemere Liaison Group – update
 - b. Wood Lane Quarry Liaison Group – update
 - c. SALC email 1 April 2026: Neighbourhood Governance Pack – to consider
 - d. Shropshire Council Corporate Plan – to note
 19. Highways – *to bring to the attention of the Parish Council matters of concern*
 - a. Highways maintenance – residents' concerns
 20. Date of future meeting and agenda items –10 June 2026

21. To resolve: That under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting for the item of business numbered 22 as publicity would be prejudicial to the public interest by reason of the inclusion of personal information to be transacted.
22. Clerk's Performance Review

Carole Warner,
Clerk to the Council
6 May 2026