



*'protecting and improving the quality of life  
for all Bayston Hill residents'*

Clerk to the Council/RFO: J Hodgkiss  
Chairman: Cllr C Clode

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Parish Office  
Lyth Hill Road  
Bayston Hill  
Shrewsbury  
Telephone/Fax: 01743 874651  
E-mail: [clerk@baystonhillparishcouncil.org.uk](mailto:clerk@baystonhillparishcouncil.org.uk)  
[www.baystonhillparishcouncil.org.uk](http://www.baystonhillparishcouncil.org.uk)

Cllrs Clarke (TC), Clode (Chair) (CC), Fairclough (KF), Lewis (CL), Merricks-Murgatroyd (HM), Osenton (TO), Ruscoe (RR), Shaw (CS), Stevens (PS), Teckoe (CT), Underwood (MU) & Whittall (JW)

You are summoned to attend a **Full Council** meeting on **Monday 9<sup>th</sup> October 2023** at **7:15pm** at Bayston Hill Memorial Hall.

**Julie Hodgkiss**  
Clerk to the Council

**2<sup>nd</sup> October 2023**

## A G E N D A

- FC57.23/24      TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**
- FC58.23/24      DECLARATIONS OF INTEREST**  
In accordance with the Council's Code of Conduct, members shall withdraw from any discussion or vote for which they hold a disclosable pecuniary interest.
- FC59.23/24      PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS**  
To allow members of the public the opportunity to speak on an item listed on the Agenda for a maximum of 3 minutes.
- FC60.23/24      MINUTES**  
To approve the minutes of the Annual Council held on 4<sup>th</sup> September 2023.
- FC61.23/24      CHAIR'S REPORT**  
Cllr Clode
- FC62.23/24      SHROPSHIRE COUNCILLOR'S REPORT**  
Cllr Clarke

**FC63.23/24 CLERKS REPORT**

J Hodgkiss

**FC64.23/24 PAYMENTS**

To approve all payments, as per the attached schedule, including September 2023 salary payments.

**FC65.23/24 STREETLIGHT SURVEY**

To approve contractor to carry out in depth survey.

**FC66.23/24 POLICIES UPDATE**

To approve updated polices as recommended by the Finance and Personnel Committee.

- Annual Leave
- Anti-bullying and Harassment
- Bereavement
- Data Protection
- Disciplinary
- Drug and Alcohol
- Grievance
- Emergency/Dependants Leave
- Equality and Diversity
- Expenses
- Flexible Working
- Home Working
- IT Usage Policy
- Maternity Policy
- Paternity Policy
- Poor Performance Policy
- Sickness Policy
- Social Media Policy
- Training and Development Policy
- Whistle Blowing Policy
- Memorialisation Policy
- Reserves Policy
- Grant Application Form

**FC67.23/24 INCOME GROUP**

To approve membership and decide further than “To propose key actions to be taken by the Parish Council to increase revenue and usage of Parish Amenities.” the ethos of the group.

**FC68.23/24 EXTERNAL AUDITOR REPORT AND CERTIFICATE 2022/2023**

To receive report from PKF Littlejohn.

**FC69.23/24 FINANCIAL POSITION BY COST CENTRE & CODE SUMMARY**

To note the position of financial cost centres to date.

**FC70.23/24 EXCLUSION OF THE PRESS AND PUBLIC**

To pass resolution to exclude the public under Public Bodies (Admission to Meetings) Act 1960, so as to discuss the following confidential matters.

**FC71.23/24 QUOTES FOR LONGMEADOW**  
To approve quote for works.