

WROCKWARDINE WOOD & TRENCH PARISH COUNCIL

Chairman:
Cllr. Helen Smith
Tel: 605645

Vice Chairman:
Cllr. Lynda Madeley
Tel: 07807660389

Clerk
Mrs. C. Binnington,
The Parish Centre,
Church Road,
Wrockwardine Wood,
Telford
TF2 7AH
Tel: 567040

You are hereby summoned to a Meeting of Wrockwardine Wood & Trench Parish Council Finance Committee on **Tuesday 3rd March 2020** at the Parish Council Centre at **6pm.**

A G E N D A

- 1) Welcome by the Chairman**
- 2) Apologies for absence**
- 3) Disclosable Pecuniary Interests**
- 4) Minutes of the previous meeting on the 28th January 2020.**
To confirm previous minutes and review any actions.
- 5) Tree survey in Holy Trinity Churchyard.**
Following the recent storms, a large conifer tree was uprooted in the churchyard, ID Verde recommended that a tree survey is carried out on all trees in the churchyard to protect the Parish Council from risk of an insurance claim should property or persons be injured.
- 6) Holy Trinity Church Summer Play Scheme**
To discuss providing a grant to allow the Parish Council to work in partnership with Holy Trinity Church to extend their summer play scheme from one to two days per week over the six weeks holiday period which would include providing a hot meal for children and their families who are on a low income.
- 7) Health & Safety issue**
Following a review of Health & Safety at the Parish Centre last September it was identified that the Hygiene units in the ladies toilet were being emptied by the cleaners, which was unacceptable. The Clerk has obtained quotes from professional suppliers to carry out the service.
- 8) Allotment Keys**
To consider a quote from Stanmore Drive Allotment Association to replace the keys to the allotment gates and issue keys to plot holders.

- 9) Private Session** -Exclusion of Press and Public
Public Bodies (Admissions to Meetings) Act 1960 – to Resolve that in view of the confidential nature of the business about to be transacted which will involve the likely disclosure of information as defined in the Public Bodies (Admission to Meeting) Act 1960, the public and press will be temporarily excluded from the meeting and asked to withdraw.
- 10) Caretaking review**
To review the costs of cleaning and key holding at the Parish Centre
- 11) Clerks salary**
The Committee are asked to review the Clerks salary following the Completion of her CiLCA qualification in October 2019.
Arnold-Baker - Local Administration, Section 9.28 Examination Success recommend that the Clerk's salary is increased by one grade following the completion of the CiLCA qualification.
- 12) Date & Venue of the next**
To be confirmed.

Carol Binnington

Clerk to the Parish Council