

CAYNHAM PARISH COUNCIL

Clerk: Mr C E Williams 2 Jockeyfields Ludlow SY8 1PU

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The Minutes of the Annual Parish Council Meeting of Caynham Parish Council held at Caynham Village Hall on Wednesday 7th May 2025 commencing at 7.00pm

Present:

Mrs B Ashford

Mrs H Jones

Mr J Cartledge

Mr B Hardy

Mrs S Lowe

Mr A Jones

Mr M Galbraith

Mr I Lowman Brown

Mrs J. Bishop

Mr G Cummings

Mr C E Williams (Clerk)

All members signed the Declaration of Acceptance of Office

1. Apologies:

Mrs J King

2. Election of Chairman and Vice-Chairman:

Mrs B Ashford was Elected as Chairman for the ensuing year and Mr I Lowman-Brown as Vice-Chairman for the ensuing year.

3. Appointment as Representatives to the South Shropshire Association of Parish and Town Councils:

The Chairman and the Vice Chairman were appointed as the representatives.

4. Appointment of Representatives to the Village Hall Committees and the Clee Hill Forum:

Mrs B Ashford (Caynham VH) Mr I Lowman Brown (Clee Hill VH) Mrs J Bishop (Knowbury Memorial Hall) Mr G Cummings (Clee Hill Forum)

5. Co-option of Parish Councillors:

Ms S Lowe and Mr B Hardy were Co-opted onto the Parish Council following the Town and Parish Council Elections held on the 1st May 2025.

6. Declarations of Interest:

No declaration of Interest

7. Minutes:

The Minutes of the Meeting of Caynham Parish Council held on the 4th March 2025 were approved and signed by the Chairman as a correct record.

8. Matters arising from the minutes not included on the agenda:

There was a discussion about the safety of the boundary wall by St Peters Church Clee Hill which borders the Footpath a situation that the Hereford Diocesans were aware off and had been reported to Shropshire Council.

9. Chairmans Communications

Parish Councillors were reminded of the need to submit their Nomination Papers to Shropshire Council by the 1st April 2025 if they wished to seek election as a Parish Councillor in the forthcoming Parish and Town Council Elections to be held on the 1st May 2025.

10. Planning Items

No Planning items

11. Highway/Amenity Items:

There was some discussion about the siting of a safety mirror as you exit Hope Bagot Lane onto the Caynham Road, it was agreed that advice be sought from Shropshire Council Highways.

12. Financial Items:

The Clerk had produced a financial statement for the financial year 2024-25 and a position statement as at the 30th April 2025 which showed the Council had balances of £61,800 following payment of the invoices below:

British Gas	30.95	Toilets
Water Plus	96.24	Toilets
Charges	4.25	bank
Knowbury VH	150.00	Hire of Hall
P Evans	325.00	Toilets
C E Williams	350.00	Disbursement
SALC	776.00	Subscriptions

The Parish Council approved the grant of £500 to Caynham PCC for the upkeep of the Church Grounds.

The Parish Council would consider at the next meeting a grant to Clee Hill Rugby Club subject to an appropriate application from the Club.

The Parish Council account had been verified by the Councils Independent Internal Auditor for the Financial Year 2024-25.

The Parish Council agreed the Annual Governance and Accountability Return for 2024-25 which was duly signed by the Chairman and the Clerk and will now be forwarded to the External Auditors and placed on the Councils website.

13. Next Meeting of the Parish Council:

Tuesday 22nd July 2025 at Clee Hill Village Hall commencing at 7.00pm

Chairman