



HADLEY AND LEEGOMERY PARISH COUNCIL

Hadley Community Centre, High Street, Hadley, Telford, TF1 5NL.

Telephone/Fax: 01952 245501

Email: Clerk@hadleyleegomery-pc.gov.uk

Website: www.hadleyleegomery-pc.gov.uk

To all members of the Hadley and Leegomery Parish Council

Dear Councillor,

An Annual meeting of the Full Council will be held on Tuesday 12th May 2026, commencing at 7.00 P.M, at Hadley Community Centre, High Street, Hadley, Telford.

All members are summoned to attend for the transaction of the following business.

*Yours sincerely
Jane Lees
Clerk to the Council
5th May 2026*

AGENDA

WELCOME

(Under section 15 of the Local Government Act 1972, the retiring chairman continues in office until a successor becomes entitled to act as chairman, that is, until agenda item 1 has been dealt with)

C26/001 CHAIRMAN OF THE COUNCIL

(a) To elect a Chairman of the Council.

(b) The Chairman to subscribe a declaration of acceptance of the office of Chairman.

C26/002 VICE-CHAIRMAN OF THE COUNCIL

To elect a Vice-Chairman of the Council

C26/003 APOLOGIES FOR ABSENCE

PLEASE NOTE: Apologies for absence do not have to be submitted in writing but should be made directly to the Clerk/Chair in advance of the relevant meeting. The Council is not obliged to approve apologies and can only approve apologies when the reason for absence is known. By law employers must give Councillors reasonable time off to attend to council affairs and to perform approved duties, having regard to the impact of the employee's absence on the business and the amount of time required or already taken by the employee on trade union duties. The Councillor may complain to an employment tribunal if the employer fails to do so. **To receive approval and acceptance for any apologies for absence.**



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C26/004 PUBLIC SESSION

This is an opportunity for Members of the public to raise awareness of issues or to ask that the Parish Council considers an item at a future meeting. This is for a period of 15 minutes.

C26/005 DISCLOSABLE PECUNIARY INTERESTS

- (i) **Dispensations - to receive and consider** any requests to grant dispensations in respect of the restrictions which apply at a meeting which is considering a matter in which a member holds a disclosable pecuniary interest.
- (ii) **Declaration of any disclosable pecuniary interests** in items included in the agenda for discussion at the meeting.

Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether the interest is entered in the register of members' interests maintained by the Monitoring Officer unless they have been granted a dispensation to take part.

APPOINTMENT OF COMMITTEES AND ELECTION OF CHAIRMEN AND VICE-CHAIRMEN OF COMMITTEES

Note – for information: non-councillor members of committees.

Section 102(3) of the Local Government Act 1972 enables a council to co-opt on to its committees or subcommittees persons who are not councillors, which is usually on account of their special interest or expertise in a committee's work and responsibilities. Committees or sub-committees that regulate and control the council's finances cannot include non-councillors. Non-councillors voting rights are limited by statute and are confined to the following specified statutory functions:

- The management of land owned or occupied by the council
- The functions of a council as a harbour authority
- Any function relating to the promotion of tourism (**section 144, LGA 1972**)
- Any function relating to the management of a festival or entertainment (**section 145, LGA 1972**)

C26/006 FINANCE AND GENERAL PURPOSES COMMITTEE

(a) To **appoint** up to eleven members to serve on the Committee, or such other number as the council may decide.

(b) To **elect** a Chairman of the Committee



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(c) To **elect** a Vice-Chairman of the Committee

d) To **defer Appendix A** for the Terms of Reference of Finance and General Purposes Committee to the committee to determine.

C26/007 PARISH EVENTS COMMITTEE

(a) To **appoint** up to seven members to serve on the Committee, or such other number as the council may decide.

(b) If desired, to appoint non-councillors to serve on the Committee (see above regarding voting rights of non-councillors)

(c) To **elect** a Chairman of the Committee

d) To **elect** a Vice- Chairman of the committee

e) To **defer Appendix B** for the Terms of Reference of Parish Events Committee to the committee to determine.

C26/008 PERSONNEL COMMITTEE

(a) To **appoint** six members to serve on the Committee, or such other number as the Council may decide (**NB** – Members of the Personnel Committee may not also sit on the Appeals Committee).

(b) To **elect** a Chairman of the Committee.

C26/09 APPEALS COMMITTEE

(a) To **appoint** six members to serve on the Committee, or such other number as the Council may decide (**NB** – Members of the Appeals Committee may not also sit on the Personnel Committee).

(b) To **elect** a Chairman of the Committee or to confirm that the Committee will elect a chairman at its first meeting.

c) To note Terms of Reference Personnel and Appeals Committee-
Appendix C.



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C26/010 APPOINTMENT OF REPRESENTATIVES ON OUTSIDE BODIES

To **appoint** Councillors or others to represent the Council on the under-mentioned bodies until the next annual meeting (the number of representatives is shown in brackets):

- (a) *Wrekin Area Committee of Shropshire Association of Local Councils (2)*
- (b) *Telford & Wrekin Council Town & Parish Council Partnership Agreement meetings (1)*
- (c) *Snow Warden (1)*
- (d) *Telford and Wrekin Bus Users' Group (1)*
- (e) *Tree and Environment Warden (1)*
- (f) *National Association of Councillors (1) – to act as a correspondent.*
- (g) *Shrewsbury & Telford Hospital NHS Trust Community Membership Meetings (1)*
- (h) *Parish Mental Health Champion (1)*
- (i) *Telford & Wrekin Parish & Town Council Climate Change Working Group (1)*

C26/011 STANDING ORDERS

- i. *To agree and resolve change of day of Full Council meetings from first Tuesday in the month to second Tuesday in the month*
- ii. *Public session to change from five minutes per speaker to three minutes per speaker to allow opportunity for more people to speak*
- iii. *Full Council meetings to run for two hours*
- iv. *To **review and adopt** Hadley and Leegomery Parish Council Standing Orders- **Appendix D.***

C26/012 FINANCIAL REGULATIONS

To **review and Adopt** Financial Regulations **APPENDIX E**



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C26/013 OUTSIDE ORGANISATIONS

- a) To **note** SALC and NALC Membership.
- b) To **note** SLCC membership.

C26/014 COUNCIL MEETINGS

To **confirm** council meetings and committees for a year- **Appendix F**

C26/015 GENERAL POWER OF COMPETENCE

to resolve that the parish council meets the requirements For General Power of Competence

C26/016 MINUTES OF LAST MEETING

To **confirm** the minutes of the meeting of the Council which was held on the 14TH of April 2026

C26/017 FINANCIAL REPORT

- (i) To inspect and authorise list of expenditure incurred in delivering Parish Council services. (Appendices G and H)
- (ii) To authorise payroll (Appendix I)
- (iii) Ear Marked Reserves (Appendix J)
- (iv) 2025-26 Finances (Appendix K)
- (v) Asset Register 2025-26 (Appendix L)

C26/018 RISK ASSESMENT

To review and approve the Risk Assessment for 2026/2027
Appendix M

C26/019 PLANNING APPLICATIONS

- (i) Applications for consideration

TWC/2026/0295

Units 1 And 2 Hortonwood 50, Hortonwood, Telford, Shropshire, TF1 7FT



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C26/020 ITEMS FOR INCLUSION IN NEXT AGENDA

C26/021 DATES FOR NEXT MEETINGS

ANNUAL PARISH ASSEMBLY MEETING Tuesday 19th May at 6pm

Events Committee TBA

Finance and G. P. Committee Tuesday 2nd June at 7 p.m.

Full Council Meeting Tuesday 14th July at 7.00pm.

C26/022 EXCLUSION OF THE PRESS AND PUBLIC – All recordings must cease Private Session. In view of the confidential nature of the business to be dealt with the Committee is asked to pass the following resolution: "That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw

C26/023 STAFFING



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