



## SHIFNAL TOWN COUNCIL

**Minutes of the Full Council Meeting of Shifnal Town Council  
Held at Shifnal Community Hub, Tudor Way, Shifnal, TF11 8DJ  
on Thursday 23<sup>rd</sup> June 2022, commencing at 6.30pm  
Agenda dated 17<sup>th</sup> June 2022**

**Present:** Councillors: R. Cox (Chair)  
E. Moore (Deputy Chair), E. Bird, B. Haddon, J. Horne, L. Jenks, D. Marriott, T. Tarran, Z. Turner, P. Williamson

**In attendance:** D. Reynolds (Town Clerk)  
H. Howse (Secretary)  
K. Turley (Shropshire Council)  
6 x members of the public

### 076/22 Commencement of Business

Cllr. R. Cox expressed thanks for councillors attending the meeting.

Cllr. R. Cox left the meeting at 1830 hours due to pecuniary interest in agenda item 077/22.

### 077/22 SITS Working Group

**Cllr. P. Williamson provided the following update:-**

- The project is running late. One of the main reasons was as a result of some objections received from one or two members of the community. Those objections have now been resolved. However, this has pushed the project back to late November. Therefore, it is unlikely that we can plan any switch on event for the Christmas Lights this year.
- Work has been confined to the area around the Millennium Clock and will move to Cheapside shortly.
- Street furniture

Shropshire Council have agreed to the request by Shifnal Town Council to change the street furniture from the original modern aluminium/concrete style scheme to the more traditional type. Their contractors have now started to source.

Construction Design Management Regulations remain an issue in relation to costs that Shifnal Town Council may have to pay as a result of switching to the more traditional design and discussions continue with Shropshire Council.

Catenary poles, hanging basket posts and street furniture are now in the process of being ordered. The street furniture will now be installed at a later stage in the project than anticipated.

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Signed by Mayor (Chairman).....  
On behalf of Shifnal Town Council

Shifnal Town Council need to provide Shropshire Council with the last possible date that the catenary poles need to be installed to enable the Christmas Lights to proceed. ACTION.

There are still issues to be sorted with the fees put forward for design by WSP which the SITS Working Group are contesting.

Recommend to Full Council to approve the figure of just over £29,000 for the purchase of the Catenary poles, hanging basket posts and installation costs so they can be installed as soon as possible. This follows the conditional agreement provided by Council on 28<sup>th</sup> April. The £16,000 WSP costs to be held subject to ongoing discussions. Budget Line: General Reserves. APPROVED. Cllr. J. Horne AGAINST.

Cllr. D. Marriott raised the question of the themed benches and the need to urgently send through the designs for the order. Cllr. P. Williamson to speak to Andy Moreton. ACTION.

Cllr. E. Moore advised that the prices quoted by the supplier included the designs. Cllr. P. Williamson to follow up with Andy Moreton. ACTION.

To agree to suspend all Standing Orders to allow Items 079/22 and 080/22 to proceed. APPROVED.

Cllr. R. Cox re-joined the meeting at 1850 hours.

#### **078/22 Fire Safety Announcement**

This was given by the Chairman, Mayor Roger Cox.

#### **079/22 Public Session**

Members of the public raised the following items:-

- The cost from Shropshire Council for the Catenary poles seems excessive. A local firm can supply at £580 per pole (galvanised) plus fitting.
- Planters.
- Barrier and bollards surely could be refurbished and recycled.
- Co-op alleyway dangerous. Is this part of the SITS Scheme?
- Car parking an issue. Lost half the car parking and losing Cheapside next week.
- Number of businesses already closing with many more not going to survive.
- Request for up-to-date drawings of the project. Notices unchanged from beginning of the project.
- Concern with drivers mounting the kerb in the Town Centre and damaging kerbstones.
- Double yellow lines not re-instated.

Cllr. R. Cox advised that Shifnal Town Council have a maintenance contract for landscaping. Some areas maintained by Shifnal Town Council and some by Shropshire Council. Shifnal Town Council looking into taking over more areas within the Town.

Cllr. P. Williamson advised that the barriers and bollards could be refurbished but one of the main issues is that they are quite old and do not comply with latest regulations. In addition refurbishment costs are as much as sourcing new. Shifnal Town Council do need to look at recycling with value in the steel and cast iron and awaiting Shropshire Council feedback. The items will be kept until a decision is made and held at the contractors' yard.

Cllr. P. Williamson confirmed that the Co-op alleyway will be done as part of the SITS programme with Shropshire Council seeking quotations for block paving and tarmac.

Cllr. B. Haddon confirmed that a Shifnal Town Regeneration Working Group has been established to explore ideas on how to regenerate the Town post the SITS project. Initial meetings have been held and the group are continuing to discuss ideas before reaching out to businesses in the area. To include ideas on car parking. The key will be the completion date of SITS but members of the public felt that this was too late.

Cllr. R. Cox confirmed that we have asked for up-to-date communications from Shropshire Council that Shifnal Town Council can share with residents and we continue to chase as a stakeholder in the project. Residents can also contact Shropshire Council direct to raise questions about the programme.

Cllr. E. Bird stated that the plans were always for the car parking to be removed in the middle of the Town so that the space could be used for other things such as farmers markets and events. With regard to incidents of drivers mounting the kerbs this is a good point and dangerous. A case for more traffic wardens and the need for traffic offence enforcement.

#### **080/22 Shropshire Councillors' Question Time**

- Growth Strategy – Cllr. K. Turley confirmed this was going to Cabinet. He has spoken with Andrea McWilliams, Roger Cox and Denise Reynolds. Hayley Owens and Andrea McWilliams will be taking up the mantle. Further feedback to follow. Cllr. B. Haddon thanked Cllr. Turley for following up with Eddie West.
- Cllr. B. Haddon raised the issue of responses in general from Shropshire Council. A case in question is that of a serious problem with Jellicoe Crescent regarding ownership of the drainage ditch. Two departments within Shropshire Council involved and 25 emails later neither department will accept ownership. Cllr. K. Turley to raise with John. ACTION.
- Cllr. J. Horne suggested going to the Ombudsman. Cllr. T. Tarran advised that the Ombudsman would not accept anything until the formal complaints procedure had been initiated.
- Cllr. E. Bird advised that our strategy is trying to take over green spaces where possible and bring under our control as much as possible. For particular issues forward details to Cllr. Bird by email.
- Cllr. Z. Turner asked if Cllr. E. Bird and Cllr. K. Turley could take the resident's concerns regarding the SITS project back to Shropshire Council.
- Cllr. E. Bird said that the public could raise concerns in email and he would take forward.
- Cllr. J. Horne questioned responsibility for the hedge on Haughton Road. Cllr. K. Turley confirmed that it was the responsibility of the developers who have their own maintenance team for which the residents on the Taylor Wimpey and Bovis (Vistry) sites pay a maintenance fee.

- Cllr. R. Cox raised issue of potholes around the town and again nothing much seems to get done other than identifying them with spray paint and requested Cllr. K. Turley and Cllr. E. Bird to take forward. Cllr. K. Turley confirmed that he will be going around with Highways again in July.
- Cllr E. Bird advised that questions should be raised in advance of the meeting to enable time to prepare and come to the meeting with answers.

Cllr. E. Bird left the meeting at 19:16 hours.

To AGREE to reinstate all standing orders – APPROVED.

Cllr. K. Turley left the meeting at 19.22 hours

#### **081/22 Apologies received from Councillors**

Councillor K. Booker – annual leave  
Councillor J. Coulson – annual leave  
Councillor J. Moore – annual leave  
Councillor G. Tonkinson - personal

The above apologies were NOTED.

#### **082/22 Declaration of Members' Interest**

To receive declarations about any items under consideration on this agenda in accordance with the Localism Act 2011, the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 and Shifnal Town Council Code of Conduct. Declarations may be of a pecuniary or non-pecuniary nature.

Councillor R. Cox – item 077/22 - Pecuniary  
Councillor B. Haddon – item 089/22 – Non-Pecuniary  
Councillor Z. Turner – item 084/22 (x) – Non-Pecuniary

#### **083/22 Minutes of Previous Meetings**

- (i) The Minutes of the Full Council Meeting of the Town Council held on Thursday 28th April 2022 were CONFIRMED and SIGNED by Cllr. R. Cox.
- (ii) The Minutes of the Annual Full Council Meeting of the Town Council held on Thursday 19<sup>th</sup> May 2022 were CONFIRMED and SIGNED by Cllr. R. Cox.

#### **084/22 Accounts**

Cllr Z Turner declared a non-pecuniary interest in item 084/22 (x).

- i) The monthly payment schedule to 17<sup>th</sup> June 2022 was APPROVED. Spelling error to be amended. ACTION. An initialled copy of the approved report to be included with ratified minutes of the meeting. ACTION
- ii) The report of the Internal Audit Advisory Committee meeting held on 16<sup>th</sup> June 2022 was CONSIDERED and APPROVED.

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Signed by Mayor (Chairman).....  
On behalf of Shifnal Town Council

iii) The draft Standing Orders as presented were RATIFIED. Cllr. T. Tarran ABSTAINED.

- Internal Audit Advisory committee recommended that 3Y be removed because it is rarely adhered to. However, Cllr. T. Tarran highlighted that committee members still have the right to ask for a meeting to close. It has also been suggested that perhaps the Full Council meeting could start at the earlier time of 6.30pm to allow for an earlier finish and for the council to discuss further. Cllr. J. Horne stated this would be difficult for him due to working commitments.

A copy of the amended Standing Orders to be distributed. ACTION.

iv) The report and recommendations from the Internal Audit Committee with regards to the sample testing undertaken on 24<sup>th</sup> May 2022 were CONSIDERED and APPROVED.

v) The Internal Auditors Report and the recommendations of the Internal Audit Committee held on 16<sup>th</sup> June 2022 were CONSIDERED and APPROVED.

vi) The Annual Governance Statement for 2021/22 was COMPLETED and APPROVED with the caveat and statement added at point 2 "Council confirmed yes to all matters whilst noting the concerns raised by the Internal Auditor, and the Council's actions taken to resolve such matters as soon as identified".

vii) The Annual Accounting documents as presented for 2021/22 were CONSIDERED:-

a) Annual Bank Reconciliation as at 31st March 2022 – APPROVED.

b) Final Budget Review to 31st March 2022 – APPROVED.

c) Annual Statement of Accounts to 31<sup>st</sup> March 2022 – APPROVED.

d) Balance Sheet including Earmarked Reserves as at 31st March 2022 – APPROVED.

e) Fixed Asset Report as at 31st March 2022 – APPROVED subject to caveat that the three issues identified to be amended in the future:-

- Numbering
- Similar items under different headings
- Street lamps

viii) The Annual Accounting Statements for 2021/22, including consideration of significant variances were CONSIDERED, COMPLETED AND APPROVED for the Chairman to sign on behalf of Shifnal Town Council. ACTION.

ix) The Exercise of Electors Rights' Notice to publicly post was APPROVED.

x) To CONFIRM annual Campaign to Protect Rural England (CPRE) membership – Council - £36.00. NOT APPROVED – to retain impartiality with this lobbying group as per last year's decision.

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On behalf of Shifnal Town Council

**085/22 Planning Committee**

- (i) The draft minutes of the Planning Committee held on 9<sup>th</sup> June 2022 were NOTED.
- (ii) The planning applications report to 9<sup>th</sup> June 2022 was NOTED.

**086/22 Estates Committee**

- (i) The draft minutes from the Estates Committee meeting held on 9<sup>th</sup> June 2022 were NOTED.
- (ii) To CONSIDER the recommendations of the Estates Committee meeting held on 9<sup>th</sup> June 2022.
  - a) To recommend to Full Council to approve the supply and installation of the new windows and rear security door in the library building by C Thru Shropshire Limited at a cost of £12,114.00 (+ VAT) – Budget Line: General Reserves (Local Government (Miscellaneous Provisions) Act 1976 s.19). APPROVED.
  - b) To recommend to Full Council to approve the supply and installation of a drop off fence and handrail to St. Andrew's Churchyard by Town and Country Fencing Limited at a cost of £5,539.50 (+ VAT) – Budget Line: General Reserves (Local Government Act 1972 s.215 (1) & (2)). APPROVED.
  - c) To recommend to Full Council to approve the brick wall repairs as recommended by ASC to St. Andrew's Churchyard by KRM Construction Limited at a cost of £16,723.00 (+ VAT) and an additional contingency amount of £10,000.00 to cover unforeseen additional repairs – Budget Line: General Reserves (Local Government Act 1972 s.215 (1) & (2)). APPROVED.
  - d) To recommend to Full Council to approve the specification for the public toilet refurbishment with a revised budget of £55,000.00 (+ VAT) and a revised contingency of £5,500.00 (+ VAT) and to issue the tender on the Contracts Finder system for the submission of quotation and contract award process – Budget Line: General Reserves (Public Health Act 1936 s.87). APPROVED

**087/22/21 Queen's Platinum Jubilee Working Party**

- i) A verbal update was provided by Cllr. E. Moore on behalf of Cllr. J. Moore.
  - Underspent against budget – just under £5,000 including VAT versus budget of £10,000.
  - Business and retailers very responsive and entered into the spirit of the occasion.
  - Thursday event in the park was very well received with unprecedented attendance. Over 1,000 on the day.
  - DJ/Presenter was very professional and music set a good vibe.
  - Craft stalls, dog show, fancy dress competition, Bright Star Boxing demo very good.

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On behalf of Shifnal Town Council

- Colour Run organised by Cllr. Z. Turner extremely popular.
- Disappointment with the Tug of War event which had to be cancelled and the Schools Quiz – only 6 entries out of 1,000 submitted, despite the efforts of Cllrs. B. Haddon and Cllr. J Coulson.
- Allotment competition on the Sunday again very well received. Some feedback received on the sites to be considered by the relevant committee. ACTION
- Would like to extend thanks to:-
  - Cllr. R. Cox for officiating and talking to everyone
  - Stewards and Shifnal Matters 2021
  - Council Officers
  - Cllrs. B. Haddon, J. Coulson, Z. Turner and all that helped with the events
  - Cllr. J. Moore for all the extremely hard work put into organising the event

Cllr. R. Cox conveyed his thanks to everyone involved for organising a great event. Well done to everyone.

#### **088/22 Christmas Lights Advisory Committee**

- i) Cllr. D. Marriott provided a brief update:-
- Answer now on the poles. Now require the detailed drawings to enable the design to be finalised.
  - Need to negotiate contract with contractor once the locations of the posts are available. Urgent as they are getting fully booked. Meeting to be arranged to discuss further. ACTION.
  - Cllr. D. Marriott to provisionally book dates with a contractor. ACTION.
  - Need to provide Shropshire Council/McPhillips with the latest installation date that cannot be breached working back from the Switch On date. ACTION.

#### **089/22 Shifnal Flood Partnership Group**

- i) To CONSIDER a request from Shifnal Flood Partnership Group for Shifnal Town Council to provide a container for equipment storage at Shifnal Community Hub following approval of the Shifnal Flood Response Plan.
- Discussion around the aesthetics of a container in a conservation area.
  - Explore options for some form of decorative fencing.

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On behalf of Shifnal Town Council

- Cllr. T. Tarran advised that planning permission would most likely be required if the feature were to become permanent. Town Clerk to seek advice from Shropshire Council and bring back to Council. ACTION.

#### 090/22 Town Clerk Report

- i) The Town Clerks Action Report to 17<sup>th</sup> June 2022 was NOTED.
- ii) A report from Cllr T. Tarran following the recent Patient Participation Group meeting held on Friday 10<sup>th</sup> June 2022 was NOTED.
- iii) The new IT website company has quoted a price of £1,000.00 + VAT plus an annual charge of £299.00 for website hosting for the Shifnal Neighbourhood Plan website to make it compliant with accessibility regulations. Shifnal Town Council currently pay £100.00 annually for the hosting of the existing website. It has been suggested that Shifnal Town Council look to close the current site and ensure the new Shifnal Town Council website has a clearly defined neighbourhood plan section and then revisit the website requirements at the time the plan is reviewed again was NOTED.
- iv) The following policies to be reviewed in the July Town Council Meeting was NOTED:-
  - a) Complaints
  - b) Data Protection and Freedom of Information Publication Scheme
  - c) Social Media and Communications
  - d) Employment/HR
- v) The Terms of Reference for the Advisory Committees/Events Committee were CONFIRMED. Shifnal Town Regeneration Working Party to follow. ACTION.
- vi) Councillors receiving information for future Council meetings in digital format rather than hard copy were CONSIDERED. Mixed response. Town Clerk to send out an email requesting each Councillor to confirm if they require paper copy or digital only. ACTION.

#### 091/22 Public Bodies (Admission to Meetings) Act 1960

It was APPROVED that "pursuant to the Local Government Act 1972 s100A and Schedule 12A, the following items will be likely to disclose exempt information and in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded for the remainder of the meeting".

Members of the public and staff left the meeting.

#### 092/22 Staff Matters

- i) The draft Minutes of the Employment Committee meeting held on 30<sup>th</sup> May 2022 were NOTED.
- ii) The actions of the Employment Committee meeting held on 30<sup>th</sup> May 2022 were CONSIDERED.
  - a) The new Estates Officer recruit start date of 13<sup>th</sup> June 2022 was NOTED following approval of the post by the committee.

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Signed by Mayor (Chairman).....  
On behalf of Shifnal Town Council



The consideration of vehicle provision to be carried out by Estates Committee in due course.

- b) A staff members appraisal review was NOTED.
- c) The resolution of a staff grievance procedure was NOTED.

**093/22 Planning**

The planning enforcement matters were NOTED.

The meeting was closed by the Chairman at 20.50 hours.

June Payment Schedule to 17th June 2022										Values	
Expense Type	Cost	Budget	Date	Inv No.	Payee	Description	Sum of VAT			Sum of Gross	
							Sum of Net			Sum of Gross	
Adhoc	Admin/Estates	Staffing	31.05.2022	19188	AJI Accounting Solutions LTD	Payroll Services to date	£33.99	£6.80	£40.79		
	Administration	IT Systems	23.05.2022	127372	Midland Computers LTD	Microsoft Project Plan 3 software	£135.60	£27.12	£162.72		
			31.05.2022	127716	Midland Computers LTD	Microsoft licenses	£37.00	£7.40	£44.40		
				127715	Midland Computers LTD	Set up new email address	£40.00	£8.00	£48.00		
				1277646	Midland Computers LTD	Laptop screen replacement	£40.00	£8.00	£48.00		
			13.04.2022	2417215982	Deil Products	Laptop	£597.46	£119.49	£716.95		
	Stationery		20.05.2022	SI-40116	Badger Print Solutions LTD	Stationery - letterheads	£102.00	£20.40	£122.40		
			31.05.2022	6190343723	Lyreco UK LTD	Stationery - storage boxes	£41.98	£8.40	£50.38		
	Training		15.06.2022	489	Kim Bedford	Councillor Training	£385.70	£0.00	£385.70		
	Advertisements		30.04.2022	61235720	Indeed Ireland Operations LTD	Recruitment advertisement jobs April 2022	£52.36	£0.00	£52.36		
			31.03.2022	59504755	Indeed Ireland Operations LTD	Recruitment advertisement jobs March 2022	£49.64	£0.00	£49.64		
			04.01.2022	55137425	Indeed Ireland Operations LTD	Recruitment advertisements jobs January 2022	£15.46	£0.00	£15.46		
			31.01.2022	56431159	Indeed Ireland Operations LTD	Recruitment advertisement jobs January 2022	£281.54	£0.00	£281.54		
	Photocopier		17.05.2022	MI/0535622	CF Corporate Finance LTD	Lease rental copier July - Sept 2022	£174.96	£34.99	£209.95		
	Miscellaneous		01.06.2022	10622	Shifnal Village Hall	Hire for Annual Town Meeting	£68.00	£0.00	£68.00		
Administration	Communications systems		31.05.2022	286272	Enreach UK LTD	Telecommunications - May 22	£362.79	£72.56	£435.35		
Estates	Library		18.05.2022	1371	Shropshire Lock and Key	Kets cut in store	£18.00	£0.00	£18.00		
			16.06.2022	55282	Shropshire Lock and Key	Kitchen consumables	£26.00	£5.20	£31.20		
				10407	ASLES (Tool Hire & Sales) Ltd.	Electrical work - Library Auto Doors	£293.00	£58.60	£351.60		
	Shifnal Community Hub		12.04.2022	657964	G Leddington (Electrical) Limited	Replacement of letter box	£164.58	£32.92	£197.50		
			27.05.2022	165695	Security Wise LTD	Alterations to Intruder Alarm system	£625.00	£125.00	£750.00		
			15.06.2022	0120/00009757	James Lister & Sons LTD	Toilet seat	£19.76	£3.95	£23.71		
			16.06.2022	0120/00009757	James Lister & Sons LTD	Kitchen and toilet consumables	£60.42	£12.08	£72.50		
	Public Toilets		10.05.2022	stw-INV0617593	Waterplus	Water supply April - May 2022	£80.32	£8.59	£88.91		
			16.05.2022	1363	Shropshire Lock and Key	Replacement damaged lock	£111.00	£0.00	£111.00		
			07.06.2022	T34967188009	EDF Energy	Electricity Sept 2021 - June 2022	£1,126.67	£56.33	£1,183.00		
			09.06.2022	stw-INV0634020	Waterplus	Water supply May - June 2022	£83.75	£8.96	£92.71		
	Shifnal Community Hub/Library/Tr		11.05.2022	7165066	Shropshire Council	Cleaning Services April 2022	£2,037.00	£407.40	£2,444.40		
	Library, Public Toilets, Shifnal Com		06.06.2022	7168874	Shropshire Council	Cleaning Services May 2022	£2,037.00	£407.40	£2,444.40		
	Public Lighting Energy		08.06.2022	7168975	Shropshire Council	Joint energy streets lightning costs Apr 2022 - June 2022	£3,057.48	£611.50	£3,668.98		

## June Payment Schedule continued

Miscellaneous	Health & Safety	10.03.2022	INV003760	Unicorn Fire & Safety Solutions LTD	Fire risk assessment review and report	£395.00	£79.00	£474.00
	Queen's Jubilee	03.05.2022	2607099	FlagsandFlagspoles	Bunting flags for Queen's Jubilee	£270.00	£54.00	£324.00
		23.05.2022	Inv. 260613/29.0	Councillor expenses for QPJ	Reimbursement for Bunting flag and photo frames for QP Jubilee	£26.94	£5.39	£32.33
		25.05.2022	7e1d05252311	Councillor expenses for QPJ	Reimbursement for banners Queens Jubilee	£20.36	£0.00	£20.36
			GB-1278880625-	Amazon	Plastic buckets	£51.48	£10.30	£61.78
			GB-2022-181576-	Amazon	Plastic bottles	£18.32	£3.66	£21.98
		26.05.2022	21031	Signs Express (Telford)	Queens Jubilee Road Signs	£215.00	£43.00	£258.00
			GB2392018AEUI	Amazon	Queens Jubilee Stationery	£19.11	£3.81	£22.92
		05.06.2022	Invoice 50622	Jackfield Band	Band services for QPJ	£500.00	£0.00	£500.00
		24.05.2022	GB-179121391-2f	Amazon	Queen's Platinum Jubilee Decorations	£5.82	£1.17	£6.99
	1646368125-202-	Amazon	Plastic disposable drink cups	£5.15	£0.00	£5.15		
Outdoor spaces	Queens Jubilee		24052022	Home and Garden Centre	Vouchers for allotment prizes	£134.95	£0.00	£134.95
			GB-2022-180074-	Amazon	Queen's Platinum Jubilee Decorations	£6.24	£1.25	£7.49
		29.05.2022	GB2381TSDAEUI	Amazon	Queen's Platinum Jubilee Decorations	£6.62	£1.33	£7.95
			GB-759786645-2f	Amazon	Queen's Platinum Jubilee Decorations	£9.98	£2.00	£11.98
		25.05.2022	50099609	Hightstreetvouchers	Vouchers	£20.00	£0.00	£20.00
		26.05.2022	Receipt 2605202	Councillor expenses for QPJ	Wickses Telford	£31.51	£0.00	£31.51
		02.06.2022	932201	Fun-4-All	Hire of adult bouncy castle for QPJ	£210.00	£0.00	£210.00
		14.06.2022	31758	IF Solutions LTD	Lanyards for councillors and staff	£13.00	£2.60	£15.60
		31.05.2022	9000	Brewood Landscapes LTD	Ground maintenance services May 2022	£1,863.33	£372.67	£2,236.00
	Contingencies	General Reserves	14.06.2022	140622	TFM Farm & Country Superstore LTD	Staff work equipment expenses	£71.80	£11.19
30.05.2022			15528	KRM Contractors LTD	Construction works - Police base	£12,252.00	£2,450.40	£14,702.40
Adhoc Total					£28,305.07	£5,092.86	£33,397.93	



# June Payment schedule continued

Recurring	Admin/Estates	Staffing	(blank)	HMRC	PAYE contributions for May 2022		
				Salaries	Salaries May 2022	£2,892.70	£2,892.70
	Administration	Bank Charges		Shropshire County Pension Fund	Pension contributions May 2022	£8,038.22	£8,038.22
		IT Systems	n/a	Barclays Bank	Bank Charges Apr - May 22	£3,023.15	£3,023.15
	Administration	Financial audit fee	20220105/1702	Linxdesign Internet Ltd	Web services - Jun 2022	£34.55	£34.55
		Reimbursed travel expenses	4332	JDH Business Services LTD	Internal audit fees	£187.67	£225.20
	Estates	Library	13.06.2022	Staff expenses claim	Petrol expenses	£294.75	£353.70
			14.05.2022	Waterplus	Water supply March 2022	£12.60	£12.60
			25.05.2022	West Mercia Energy	Electricity - Apr 22	£76.26	£79.54
			07.06.2022	Diamond Shine	Gas - Apr 22	£92.75	£97.39
			10.06.2022	SSE Energy Services	Window cleaning services	£107.49	£112.86
		Old Fire Station	09.06.2022	Waterplus	Gas March - June 2022	£30.00	£30.00
		Shifnal Community Hub	03.06.2022	TotalEnergies Gas & Power Limited	Water supply May 2022	£118.16	£124.06
			11.06.2022	DPS Architects LTD	Gas - May 22	£119.78	£129.34
			31.05.2022	Personnel Hygiene Services Ltd	Electricity - May 22	£172.37	£180.99
	Miscellaneous	Public Toilets	25.02.2022	Badger Print Solutions LTD	Refurbishment of public toilets	£486.22	£510.53
		Health & Safety	16.05.2022	MMW Medics	Sanitary Disposal services Apr 2022 - Apr 2023	£1,500.00	£1,800.00
		Queen's Jubilee	06.06.2022	ASLES (Tool Hire & Sales) Ltd.	Posters Jubilee	£131.18	£157.42
			07.06.2022	The Shropshire Lawn Company	Medical services for event	£329.00	£394.80
	Outdoor spaces	Open spaces maintenance	13.05.2022	Dead Cert	Consumables cleaning toilets for QPI event	£518.00	£621.60
		Priorslee Rd Cemetery Maintenance	20.05.2022	SSH Selfdrive	Lawn treatment Memorial Garden	£425.00	£510.00
		Machinery/Vehicle Hire & Maintan	13.06.2022		Pest control	£15.83	£19.00
					Van hire 1st month	£200.00	£200.00
						£386.40	£386.40
Recurring Total						£19,192.08	£19,934.05
Grand Total						£47,497.15	£53,331.98