EATON UNDER HEYWOOD & HOPE BOWDLER PARISH COUNCIL

**M I N U T E S**

# OF THE MEETING HELD AT TICKLERTON VILLAGE HALL

**MONDAY 16th JANUARY 2017 at 7.30pm**

**001/17 Present & Apologies for absence**

**Present**

Cllr. G Watts - Chairman

Cllr. S Jones

Cllr. L Gray

Cllr. B. Orme

Cllr. T Madeley

## Apologies for absence were received and accepted from

Cllr. Colin Pugh on the grounds of illness.

### In Attendance

Clerk, Mrs J de Rusett, Unitary Councillor C Motley and two members of the public

**002/17: Declarations of Interest relating to this meeting.**

Members are requested to declare any Disclosable Pecuniary Interests they may have in matters to be considered at this meeting in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

No declarations were made.

**003/17 - Public Forum**

Both members of the public present had come to discuss their planning applications and were heard then.

**004/17 - Approval of the Minutes of the Ordinary meeting of 21st November 2016**

The Minutes of the ordinary business meeting of 21st November 2016, having been previously circulated to all members and considered by them, were approved by the members and signed by the Chairman as being a true record of those meetings.

**005/17: Matters arising from the Minutes of the of 21st November 2016 not dealt with elsewhere in the Agenda**

No matters arising were raised.

**006/17 - Reports**

6.1 Unitary Councillor's Report

Cllr. Motley reported on various meetings she had attended with government ministers, primarily to discuss the issue of central government funding for rural local authorities, given that urban authorities are still, in spite of all promises to the contrary, getting the major share of government assistance. Initiatives such as New Homes Bonus and Transitional Relief go nowhere near removing the disparity between rural and urban funding.

The Leader of Shropshire Council had attended a meeting with Jeremy Hunt MP, whom Philip Dunne MP works for, to discuss NHS financing in Shropshire. The message was nothing could be done before 2020. The final financial statement for 2017/2018 is still awaited.

The SAMDev Local Plan has been updated and it is proposed that it be extended from finishing in 2026 to 2036: a final decision is to be taken in Cabinet this Thursday (19th January) so if any one has any strong objections to the proposal, she suggests they make them known urgently. Cllr. Motley advised the parish council to examine its Parish Plan and Place Plan to see whether they need to be up-dated. She advised members that there is a meeting at the Methodist Church in Craven Arms on the 2nd of February 2017 at 7.30pm, when Mr Cooper, who is in charge of planning policy, will be discussing the revisions to SAMDEv.

She reminded members that from this month onward the Planning Department will no longer be sending copies of planning applications and plans to parish councils. The information will have to be downloaded and examined by individual members prior to attending meetings or be supplied for the meeting by the Clerk. Parish Councils are to be given an extension of time within which to respond to planning applications to try and accommodate the infrequency with which some councils meet. Therefore Cllr. Motley felt it may not be necessary for the parish council's Standing Orders to be amended. The Clerk advised Lisa Bedford had indicated the extension was from 21 to 30 days, which won't overcome the problem if the Planning Officers won't grant an extension of time within which to consider applications when we have a two month gap between meetings, which occurs four times a year.

Cllr. Motley advised she has been put in charge of The Big Conversation and discussed the ramifications of that appointment and where the Big Conversion is currently at.

Cllr. Motley urged members to attend the LJC meeting on Wednesday 1st March 2017 at Acton Scott Village Hall, when the main topic of discussion will be health services. She also mentioned that the format and ambit of the LJC is under consideration. It has run in its present format since 2009 and maybe needs updating.

6.2 Member's Reports

Cllr. Grey reported on current matters in Church Stretton, including a number of scams operating.

The Chairman reported that a man in Hope Bowdler has been prosecuted for theft from and harassment of neighbours: the Police have asked for any similar incidents to be reported to them.

**007/17 - Planning applications**

**16/05270/FUL.**  Application by Mr & Mrs P Jones for the erection of a ground floor & first floor extension and oak framed covered courtyard with integral stepped access to rear raised garden at The Calves Cote, Soudley, SY6 7HA

The applicants attended to assist the members with this application. They advised that they had discussed the proposals with all their neighbours and none had indicated any objections to them.

After consideration of the plans and explanations offered by the applicants, Cllr. Jones **proposed** that the Parish Council support the application and raise no objections to it. **proposal seconded** by Cllr. Madeley and passed by an **unanimous vote.**

**008/17 - Highways and Environmental matters**

8.1 The Clerk reported on a list of jobs received from Mr. Reynolds, the EMO, which he proposes to carry out in the next few weeks. No members had any additional tasks they wanted undertaken at this stage. The Clerk also reported that she had instructed Kinch Parry Limited to carry out their usual winter tour of the parish with a JCB to clear laybys, gullies and ditches. Members reported having seen him carrying out work.

8.2 Three highways issues had been raised at the November meeting which the Clerk had taken up with the Highways Department:-

1. That the surface on the bridge in Ticklerton, which was renovated recently, has become hazardously slippery. Chris Jackson has been tasked to investigate and arrange any remedial work.
2. Parishioners had asked if a 30mph speed limit could be imposed in Ticklerton.

Mr Shaw of the Highways Department has agreed to put this forward as a capital scheme request for possible inclusion in future capital programmes. He cannot, obviously, guarantee a successful outcome.

 3. Parishioners had complained about congestion at the junction of the Soudley/Ticklerton road and the B4371 at Hope Bowdler caused by parents dropping off and collecting their children from the school bus. They parked all over the verges and even often on the splay onto the B4371. This indiscriminate parking caused problems for other traffic using the junction. A request for double yellow lines at this junction had been made to Mr Shaw at Highways. He had responded that in the first instance a few visits from the local police might be effective. Accordingly the new Community Police Officer, Steve Grant, has been asked to attend to assess the situation.

**009/17 - Consideration and adoption of proposed amendment to Standing Orders**

Prior to the meeting the Clerk had circulated a proposed amendment by the inclusion of a new Standing Order No. 4 (Planning) and the subsequent re-numbering of the existing Standing Orders. The new Standing Order would permit the parish council to deal with uncontroversial planning applications by way of a sub-committee comprising three members, if there was no parish council meeting scheduled within the time limits imposed by Shropshire Council, currently 21 days. Normally the Planning Department granted an extension of time if no parish council meeting was scheduled within the 21 day time limit. However in December a Planning Officer had categorically refused to give an extension of time to another parish council, and it is not clear whether this is a new policy or whether it was an aberration. To be safe, the proposed amendment to Standing Orders provides an alternative method of dealing with uncontentious planning applications rather than the expense of calling an Extraordinary General Meeting to deal with planning applications outside normal meeting dates. If an application is contentious than an EGM must be called.

The members discussed the proposed amendment to Standing Orders and it was **proposed** by Cllr. Madeley that the Parish Council should adopt the amendment. The **proposal was seconded** by Cllr. S Jones and was carried by an **unanimously vote** by the members.

**010/17 - Correspondence and Communications.**

The members considered the following items of correspondence. No action was deemed necessary in respect of the items considered.

1. Bundle of emails passing between the Clerk, Lisa Bedford and Mrs Sue Pinsent concerning the proposed closure of the BT telephone kiosk in Soudley.

 The Parish Council submitted a submission to BT requesting that the telephone box be kept open. Mrs Pinsent reported to BT that the telephone was not working and the kiosk required repairs. BT have re-connected the telephone and have carried out the repair works to the box. Despite this, Mrs Pinsent has been informed that the kiosk is going to be removed, whereas Lisa Bedford is being told no final decision has been made. The Parish Council have reiterated the view that the kiosk should remain open, especially as BT have carried out repairs to it.

2. 09.01.17 email from SALC advising of funding available for voluntary and community sector research re health and social care in Shropshire. Contact

 01743 237884 or email enquiries@healthwatchshropshire.co.uk

3. 09.01.17 email from Lisa Bedford advising of a joint LJC meeting at Acton Scott Village Hall on Wednesday 1st March 2017 at 7.00pm

4. 10.01.17 email from Lisa Bedford concerning the transfer of amenity land from Shropshire Council to town and parish councils.

**011/17 - Finance**

**11.1 - Finance Report for December 2016/January 2017**

**Precept balance b/fwd. from 21st November 2016 £3,354.44**

**LESS**: the following cheques were authorised by the members

for payment on 16th January 2017

1. Clerk’s net salary for December 2016 & January 2017 £252.12

1. HMRC – PAYE on Clerk’s Dec. 2016 & Jan. 2017 salary £ 63.00

3. Mrs D. Malley - payroll administration £ 29.00

4. CommuniCorp - annual subscription for "Clerk's Direct" £ 12.00

5. Expenses incurred by the Clerk in Dec. 2016 &

 January 2017 in connection with Parish Council business:

* Contribution to Broadband/telephone and

 office overheads - Dec. 2016 & January 2017 £20.00

* Postage expenses

12 x 2nd class stamps £ 6.60

* 1 x HP364 black ink cartridge £ 8.99
* 1 ream A4 copy paper & A4 envelopes £ 3.50
* Travelling expenses claimed at 30p per mile:

 16.01.17 - To Ticklerton Village Hall for

 PC meeting - 42 miles £12.60

* Electricity for meeting on 21.11.16 £ 3.00
* Electricity for meeting in 16.01.17 £ 3.00

Total of Clerk's expenses Oct/November 2016 £57.69 £ 57.69

 £413.81 £ 413.81

 **Balance of Precept as at 16.01.17 £2,940.63**

**Ring Fenced Funds**

**1. Highways & Environmental Grant**

 Balance of Highways & Environmental Grant b/fwd **£2,817.82**

**2. Transparency Code Grant**

 Balance b/fwd from November 2016 **£1,271.40**

**11.2** Cash Book/Bank Statement reconciliation.

HSBC Bank Statements numbered 62 and 63 were presented to members to verify the Clerk's bank statement/cash book reconciliation. Cllr. S Jones duly verified and signed the reconciliation.

**11.3** Setting of the 2017/2018 Precept Budget

A draft budget had been circulated and discussed at the November meeting. Provisionally a Precept of £3,700 for 2017/2018 had been considered. However it was noted that the small grants made to the two churches in the parish for the maintenance of the graveyards had not been reviewed for many years and remained at £100 each. Cllr. Orme **proposed** that this should be increased to £200 each per annum. Cllr. Jones **seconded**  the proposal and it was **passed by a majority vote**.

The Precept for 2017/2018 was therefore agreed at £3,900 and the Chairman duly signed the Precept Requirement.

**012 /17 - Questions for the Chairman**

No questions were raised.

 There being no further business to conduct, the Chairman closed the meeting at 9.25pm

**Date & Venue of next Ordinary Business Meeting**

Monday 20th February 2017, 7.30pm at Hope Bowdler Village Hall

 **MINUTES SIGNED BY:**

 **DATED**