

## **MINUTES**

### **OF THE MEETING HELD REMOTELY VIA ZOOM**

**on MONDAY 18<sup>th</sup> JANUARY 2021 at 7.30pm**

#### **001/21 - Present via Zoom:**

Cllr. G. Watts - Chairman  
Cllr. L Gray  
Cllr. S Jones  
Cllr. B Orme  
Cllr. Madeley  
Cllr. C Pugh  
Cllr. P Jenkins

#### **In Attendance**

Clerk, Mrs J de Russett and Unitary Cllr. Cecilia Motley

#### **002/21 - Declarations of Interest relating to this meeting.**

Members are requested to declare any Disclosable Pecuniary or Personal 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.

Cllr. Madeley made a declaration of interest in respect of planning application 20/05193/FUL and took no part in the debate or vote relating to it.

#### **003/21 – Public question time**

No members of the public joined the meeting.

#### **004/21/1 – Approval of the Minutes of the meeting held on and to deal with matters arising**

The Minutes of the Parish Council meeting held on 23<sup>rd</sup> November 2020 had been circulated and considered by the councillors. No objections were raised to the Minutes.

Cllr. Madeley **proposed** that the Minutes be approved by the members.  
Proposal **seconded** by Cllr. Jones

**Vote:** The members present voted unanimously to approve Minutes of 23<sup>rd</sup> November 2020 and they were duly signed by the Chairman as being a true record of the meeting.

#### **004/21/2 – Matters arising from the Minutes of 23<sup>rd</sup> November 2020**

050/20: Cllr. Madeley had raised the fact that the highways verge adjacent to Hill View Barn in Ticklerton had been subsumed into the garden following the erection of a new

fence. There is no longer a verge for pedestrians to use. The Clerk had called by and photographed the scene. The fence has indeed been moved forward by about 2 feet: unfortunately this is not obvious as the grass has grown and the new fence aligns with the existing gate. The Clerk was asked to raise the issue with the Highways Department.

### **005/21 - Reports**

Cllr. Motley raised a number of matters.

It is not clear yet whether the May 6<sup>th</sup> elections, involving the PCC, parish and town councils and the unitary council will take place: there is talk of them being moved to June, July, September or October.

Planning application at Ragdon (20/03751/FUL) has been called in for consideration by the Southern Planning Committee: it is likely to be heard in February. It is important that the Chairman submits a report outlining the parish council's objections, which will then be read to the Committee members by Tim Ward, the committee clerk.

Covid vaccinations: Shrewsbury and Ludlow are busy setting up centres where the vaccinations can be administered. There are problems finding a suitable venue in Church Stretton and there has also been a problem obtaining sufficient supplies of vaccine. Cllr. Gray reported that even the over 80's in the Church Stretton area had not received any information about vaccinations. Cllr. Motley advised everyone to sit tight and await an appointment.

Community Governance Review. Cllr. Motley reminded members that this issue had been mentioned by her at the Clerks and Chairs meeting held at Culmington last year. A letter is now about to be circulated by a solicitor at Shropshire Council advising that a review is to be carried out shortly. A review can lead to the creation, abolition, alteration or grouping of parish councils. The Clerk confirmed a letter had been received and she had circulated it and a NALC legal topic note explaining the review to all councillors. Cllr. Motley advised changes can be made to adjoining parish councils and she advised that they start working together on issues which will affect each council. An example is a planning application for 70 houses in Church Stretton has been refused: those in Church Stretton feel outlying parishes should accept more development to take the pressure off Church Stretton. All the Apedale parishes are designated open countryside (no development) but she urges parish councils to meet and reconsider jointly the whole development question. The actual details of the proposed review are awaited.

The government has still not done a comprehensive four-year financial settlement for local authorities, only an annual one which is similar to last year and thus will not allieviate SC's financial problems.

Staff at SC are under enormous pressure as many people have been reassigned to packing food parcels for children. The Footpaths Team are under acute pressure as the restrictions have led to a significant increase in footpath usage: they have received 215% more reports about necessary footpath works and repairs than normal but have no additional staff.

The Chairman thanked Cllr. Motley for her report.

### **006/21 – Planning application**

**20/05193/FUL** – application for the erection of a toilet block extension, fenestration and access alterations and additional weddings and dinners use at Eaton Manor, Eaton Under Heywood , Church Stretton SY6 7DH

Members considered the plans and found nothing objectionable about the application: it improved the look of the building in question.

Cllr. Pugh **proposed** that the parish council should support the application and raise no objections or caveats to it.

Proposal **seconded** by Cllr. Jenkins

**Vote:** Of the seven members present, Cllr. Madeley had made a declaration of interest and could not vote, and Cllr. Orme had not been able to study the application so abstained.

The remaining five members voted in support of the application, so it was carried by a majority vote.

### **007/21 – Consideration of Correspondence and Communications**

The councillors considered the following items: no responses were deemed to be necessary.

1. 18.12.20 – 3 page Email from the Planning Policy Department of Shropshire Council concerning the latest review of the Local Plan. Anyone who wishes to review the latest draft Local Plan and make any representations about it must do so by 5pm on 5<sup>th</sup> February 2021. Visit the following website for further information. It mostly deals with Craven Arms.

<https://shropshire.gov.uk/get-involved/Reg-19-Pre-Submission-Draft-Local-Plan>

Representation may be made by emailing: [Planningpolicy@Shropshire.gov.uk](mailto:Planningpolicy@Shropshire.gov.uk).

Proposed submission document are available on [www.shropshire.gov.uk](http://www.shropshire.gov.uk)

2. 04.01.21 – Invitation from Allan Wilson to read a document prepared by Shropshire Climate Action Partnership (SCAP) in relation to their Zero Carbon Shropshire plan for 2030. See [zerocarbonschropshire.org](http://zerocarbonschropshire.org) for details. Mr Wilson is willing to visit the parish council to give a presentation on this issue and can be contacted on 01952 825258.
3. Notification of a training course “Make the Change: Council Elections Engagement Training”. Course designed to give councillors an insight and tips in how to engage your community and encourage people to become councillors (Elections are due to be held on 6<sup>th</sup> May 2021). Fee is £30. Course is in 9<sup>th</sup> March 2021 – 5pm – 7pm presumably via Zoom. Bookings to be made through the Clerk.

### **008/21 – To discuss what action can be taken to seek enforcement of the speed limit through Hope Bowdler**

Cllr. Jenkins has been in touch with Police Officer Stephen Grant of West Mercia Police about traffic speeding through Hope Bowdler, who contacted the Safer Roads Team. The Team advised no checks have been carried out since 2010. A Police Officer was sent out to monitor the road, but it appears he came whilst the road was closed for repairs, and he left saying there didn’t seem to be a problem. It seems the parish council is going to have to find a solution to the speeding problem by involving the Highways Department.

The possible range of anti-speeding measures were discussed. The road is already plastered with painted warnings of the 30mph speed limit and there were 30mph signs in abundance. The Chairman advised speed bumps had previously been considered and ruled out. It appeared to most members that the best solution was the installation at either end of the B4371 of flashing Vehicle Activated Speed signs, warning motorists what speed they were doing: some can be accompanied with a “slow down” message. Cllr. Pugh has noticed “gateways” at the start of villages and wondered if that was the solution. The Chairman said that had been investigated before and we were told the road was too narrow for them. The Clerk’s experience on the B4110 is that no one takes any notice of them. It was agreed that we should try and engage Andy Keyland at the Highways Department to discuss this subject and see what solutions he could offer/suggest.

**009/21– Financial Matters**

**009/21/1 - Finance Report for December 2020 & January 2021**

1. **Precept Fund:** balance b/fwd from Nov/Dec. 2020 **£5,120.01**

Cheques to be authorised for payment on 18.01.21

1. Clerk’s net salary for December 2020 & January 2021	£307.66	
2. HMRC – PAYE on Clerk’s Dec.2020 & January 2021 salary	£ 77.00	
3. <u>Administrative expenses paid by Clerk in December 2020 &amp; January 2021 on behalf of parish council and reclaimed</u>		
• Contribution towards telephone/Broadband provision for December 2020 & January 2021 @ £20 p.m.	£40.00	
• 12 x 2 <sup>nd</sup> class stamps	£ 7.92	
• 3 pkts of file dividers @ 60p each	£ 1.80	
• Travelling expenses claimed at 45p per mile 18.01.21 -Travelling to Hope Bowdler to get cheques signed, bank reconciliation approved and to leave Minutes, Precept Requirement & correspondence with Chairman for Zoom meeting		
Total mileage: 34 miles	<u>£15.30</u>	
Total of Clerk’s Dec.20/Jan. 2021 admin. expenses	<u>£65.02</u>	<u>£ 65.02</u>
		<u>£449.68</u>
<b>Balance of Precept Fund c/fwd to February 2021</b>		<b><u>£ 449.68</u></b>

2. **Ring-fenced sums held by Parish Council**

<b><u>Environmental Grant:</u></b> balance b/fwd from Nov/Dec. 2020 2020		<b>£293.53</b>
No Claims submitted by EMO for Dec.’20 or Jan. 2021		
<b><u>Transparency Code grant:</u></b> - bal. b/fwd from Nov/Dec. 2020	£296.17	
Less: Andy Holmes invoice for installing 2021 Kaspersky Internet security and computer maintenance	<u>£ 25.00</u>	
	£271.17	<b><u>£271.17</u></b>

**Neighbourhood Fund grant/CIL** received 26.04.19 **£3,145.35**

Cllr. Jenkins **proposed** that the cheques listed above be authorised for payment.

Cllr. Jones **seconded** the proposal

**Vote:** Members voted unanimously in support of the proposal.

**3. Total funds held by parish council following presentation of the above cheques:**

• Precept Fund	£4,670.33
• Environmental Grant Fund	£ 293.53
• Transparency Code grant	£ 271.17
• Neighbourhood Fund	<u>£3,145.35</u>
	<u>£ 8,380.38</u>

**4. Bank Statement/Cash Book Reconciliation**

HSBC Bank Statements numbered 110 & 111 were presented to members to verify the Clerk's reconciliation between the bank statements and the parish council's Cash Book. Cllr. Madeley carried out the verification.

**010/21 - Consideration and adoption of the Precept Budget for the financial year 2021 – 2022**

Prior to the meeting the Clerk had circulated to members a further draft of the Precept budget for the forthcoming financial year, the first draft having been considered at the meeting held on Monday 23<sup>rd</sup> November 2020. The only issues to be agreed on tonight were Items 11 (S.137 donations) and 12 – a possible reserve fund for the forthcoming election expenses. After much discussion it was agreed to leave donations at £400 as per previous years, and not to claim any sum towards election costs this year. A total Precept Requirement of £5,098 was needed to administer the parish council next year, but it was agreed to claim £5,252 as per 2020-2021. The figure is made up thus:

1. Clerk's salary and PAYE	£2,398.24 w.e.f. 01.04.21
2. Administrative expenses	£600.00
3. Insurance	£360.00
4. Hall hire	£120.00
5. Payroll admin.	£ 95.00
6. Audit fees	£135.00
7. Contingency fund	£200.00
8. SALC subscription	£250.00
9. Data Protection reg, fee	£ 40.00
10. Environmental maintenance and asset management	£750.00
11. S.137 donations fund	£400.00

Cllr. Jenkins **proposed** that the parish council submits a 2021 – 2022 Precept Requirement to SC in the sum of £5,252.00

Proposal **seconded** by Cllr. Gray

**Vote:** Members voted unanimously in favour of the proposal.

The Chairman and the Clerk duly signed the Precept Requirement Form in the sum of £5,252,00. A copy of the budget will be uploaded onto the website.

**011/21 - Questions for the Chairman**

It was agreed that the 15th February 2021 meeting of the parish council should be held via Zoom due to the ongoing pandemic restrictions on meetings.

There being no further business to conduct, the Chairman closed the meeting at 8.40pm

**Date & Venue of the next Parish Council meeting**  
**Monday 15<sup>th</sup> February 2021 – 7.30pm via Zoom: joining instructions will be included**  
**in the Agenda.**

**SIGNED** Graham Watts

**DATED:** 15<sup>th</sup> February 2021