

MINUTES

OF THE MEETING HELD AT HOPE BOWDLER VILLAGE HALL

on Monday 19th November 2018 at 7.30pm

091/18 - Present

Cllr. G Watts - Chairman
Cllr. S Jones
Cllr. C PugH
Cllr. P Jenkins
Cllr. T Madeley

Apologies for absence were accepted from:

Cllr. B. Orme, Cllr. L Gray and Unitary Councillor Motley

In Attendance

Clerk, Mrs J de Rusett, and one member of the public.

092/18 - 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.

No declarations were made.

093/18 – Public question time

No matters were raised.

094/18 - Approval of the Minutes of the meeting held on 17th September 2018

The Minutes of the parish council meeting held on 17th September 2018 had been circulated and considered by the councillors. No objections were raised to them.

Cllr. Jenkins **proposed** that the Minutes be approved by the members.

Proposal **seconded** by Cllr. Jones

Vote: by a unanimous vote the members present approved the Minutes and they were duly signed by the Chairman as being a true record of the meeting.

095/18: Matters arising from the Minutes of the meeting on 19th September 2018 not dealt with elsewhere on the Agenda

090/18: At the September meeting the Clerk had been asked to investigate the cost of speed awareness signs. She had done this, but suggested the matter be dealt with under Agenda item 10 – consideration of the draft Precept Budget for 2019/2020.

096/18 – Reports

096/18/1: Unitary Councillor's Report

Cllr. Motley was unable to attend the meeting, but had sent the following report:

- The revised Local Plan Site Allocations for development in the market towns and large villages has recently been passed through cabinet and there has also been much discussion about the distribution of the Community Infrastructure Levy allocations amongst the towns and parishes. Councillors in the south are particularly concerned about the way this is being dealt with and have requested an urgent meeting with the Leader to state our concerns and insist on a fair distribution of CIL funds.
- We have also had confirmation that the funding for the Community Enablement team is being completely cut, but the new Director of Place, Mark Barrow, has found funding hopefully to re-deploy a number of the team with new roles developing the Local Place Plans. I hope I will be at your January meeting and will be able to give you more details of this then.
- The parish council should by now have received details of the new, much reduced Environmental Maintenance Grant which will be allocated on a first come first served basis and this time needs to be match funded and also accounted for rather more stringently than in the past.
- Whilst still on the matter of roads, Shropshire Council has been awarded more money from Government to deal with potholes. This funding will need to be spent by April 2019. I am having a real battle with our Highways people over the deplorable state of the lanes, particularly around Beambridge and Baucott/Tugford. They have promised they will sort the potholes out, but to date there has been no sign of this, so I am keeping after them.

096/18/2 – Chairman's Report

The Chairman reported on a meeting he had attended in Church Stretton called by the Highways Department to address local concerns about the state of the highways. Of significance to this parish is the fact that the B4371 will be closed between the traffic lights in Sandford Avenue and Easthope for three weeks, commencing on 3rd January 2019, between 9.30am and 4.30pm Monday to Friday, for Highways repairs. A new gas main is also due to be laid and it is hoped the works will be co-ordinated.

Mr Keyland of Highways also advised that in future Highways will be inspecting the road surfaces every two weeks rather than every month as at present.

097/18 – Planning applications

18/04560/FUL – application for a proposed timber stable block to house camelids (alpacas) at Mount Flint Farm, Common Lane, Soudley, Church Stretton SY6 7HQ

The plans and supporting documents were considered by the councillors. The applicant, Mr Head, attended to assist councillors. He advised he has 87 alpacas which need to be housed. It was noted that Shropshire Council's Ecology report raised a number of concerns about, inter alia, newts and bats, which need to be addressed before the application can be considered. The applicant stated that he was working with the ecologist to meet the concerns raised. In explaining the layout of the land and its existing buildings, the applicant advised that the height of the new stable block had been reduced so it matches the height of existing buildings on the holding. On the basis of these comments, the Chairman **Proposed** that the parish council will support this application, subject to the following caveats, namely (1) That the concerns raised in the report of SC's Ecologist are addressed

prior to the commencement of work, and (2) that the height of the new stable block will not exceed the height of the existing buildings on the site.

Proposal **Seconded** by Cllr. Jones

Vote: The members voted unanimously to support the proposal.

098/18 – Minor Highway & Environmental matters

The Clerk inquired whether the councillors wanted to instruct Kinch Parry Limited to tour the parish with a JCB, clearing drains, gullies, laybys etc. this winter, as usual. The councillors confirmed the JCB works should be carried out as normal.

Cllr. Pugh advised that no significant work had been done by Highways to the lane from Eaton to Harton, via New Hall, apart from putting some loose stones in the worst potholes, all of which have now been washed away. There are stretches of the lane with no tarmac surface at all and the potholes are a health and safety hazard. The Clerk was instructed to take the matter up with Highways again.

099/18 - Correspondence and Communications

The councillors considered the following items, none of which required a response.

1. 09.10.18 – email – Clerk to South Shropshire Highways reporting that Hope Bowdler entry sign (coming from Much Wenlock direction) has been damaged and is in hedge. Requesting a replacement sign.
2. Letter – SDH Accountancy & Audit Services advising that audit fee for 2018/2019 will be £110.
3. 5.11.18 – Letter from Shropshire Council being a Briefing Note on the current situation with the Community Infrastructure Levy and Place Plans. In essence Shropshire Council wishes to retain the CIL payments which were originally promised to town and parish councils in return for them agreeing to development in their communities. SC proposes to divert the CIL monies to infrastructure schemes such as building new classrooms, as the cost of providing infrastructure exceeds amounts available from developer's contributions. Thus CIL payments which would have been available to rural areas may instead be used largely in urban areas. Additionally, those parish which are eligible for CIL payments will now have to meet stringent criteria in order to access CIL payments. A series of workshops are being set up to explain to parishes precisely what infrastructure schemes might be eligible for a CIL grant payment, and which will definitely be rejected.
4. 9.11.18 – letter from Cllr. Joyce Barlow, portfolio holder for Communities, Waste and Licensing explaining why the Community Enablement Team (of which Lisa Bedford was a member) has been disbanded and the post holders made redundant. SC are proposing instead to employ a cohort of offices who can “interface across various departments of the Place Plan Directorate and other areas to synthesise our work as a council”.

100/18 – Initial Consideration of draft Precept Budget for 2019/2020

The Clerk had prepared and circulated a first draft of the 2019/2020 Precept Budget (a copy is annexed to these Minutes). The budget proposed a figure of £4,370.68 for the administration costs of the parish council. After considering the administrative costs in the budget Cllr. Madeley **proposed** that the Clerk's salary should be increased by 3%, taking the salary to £2,240.68 p.a. with effect from 1st April 2019

Proposal **seconded** by Cllr. Jones

Vote: The members voted unanimously to support the proposal.

The proposed 2019/2020 Precept to cover the council's administrative costs was therefore increased to **£4,435.68**.

Two new items were then considered:

- (a) The Environmental Maintenance Grant: The parish council has been claiming this grant for in excess of 12 years. It enables the council to pay for the cleaning of road signs, strimming of verges, keeping the bus shelters tidy and in repair, painting SC owned bridges, picking up litter and generally keeping the parish tidy. In addition a JCB and driver is hired each winter to tour the parish to keep ditches, gullies, laybys etc, cleared of mud and debris. SC are now proposing that parish councils must match fund the grant, via the Precept, on a 1.1 basis. Recently SC have paid the parish council sums in the order of £1500 per annum in grant funding: to match fund this figure would require the Precept budget to be increased by a quarter – e.g. this year to nearly £6,000. Additionally, the terms attaching to the Grant are considerably more onerous than previously, especially in terms of administration and accounting and include the threat of having to repay the Grant to SC if the works are subsequently deemed not to be within the Grant scheme. After much debate the Chairman **Proposed** that the parish council will apply for a Grant for 2019/2020 of just £250 and match fund it with an increase in the Precept of £250 and then review the situation next year. The Proposal was **seconded** by Cllr. Madeley and carried by a unanimous vote. This decision increased the Precept Budget to **£4,686.00**

- (b) Speed Awareness Sign

The councillors and many parishioners are concerned by the speed at which vehicles drive through those parts of the parish that have 30mph speed limits: it is particularly dangerous in Hope Bowdler due to the blind bend and lack, in areas, of a pavement. SC says they are unable to provide speed awareness signs (an adjoining parish has been waiting eight years for some) and the Police are unable to assist due to lack of manpower. The Clerk had learned that some councils are purchasing their own portable speed awareness signs and these were being set up at various points around their parishes or towns, manned by local volunteers and council members. She had obtained details of some portable speed awareness signs which are available to purchase, starting at £2450 plus VAT for a basic model.

The idea of purchasing a portable speed awareness sign was discussed at some length. Whilst it was generally acknowledged that a portable sign might be a good thing the Chairman feared it would be stolen or vandalised and that at present no group existed which would be willing to site, operate and maintain the sign. An adjoining parish is planning to obtain one. It was agreed that their progress and results will be monitored and maybe their machine could be hired for a trial run in this parish. It was agreed therefore that no action would be taken to purchase one in the budget for 2019/2020, but the scheme could be re-visited next year.

The Precept Budget for 2019/2020 will be considered further and finalised at the meeting on 21st January 2019.

101/18 – Consideration and adoption of revised Standing Orders.

The Clerk advised that eight recent pieces of legislation, including the data protection regulations, have had to be incorporated into a revised set of Standing Orders. She had circulated a revised set of the Standing Orders to all councillors for their consideration prior to this meeting. The councillors confirmed they had read and approved the revised Standing Orders as drafted.

Cllr. Jones **proposed** that the revised Standing Orders dated 19th November 2018 be duly adopted by the parish council.

Cllr. Jenkins **seconded the Proposal**

The councillors **voted** unanimously to adopted the revised Standing Orders.

102/18 – Finance Report for October/November 2018

1. Precept Fund: balance b/fwd from September 2018	£4,033.30
LESS Cheques authorised to be drawn on Precept funds on 19.11.18	

1. Clerk's October/November 2018 net salary	£264.72	
2. HMRC – PAYE on Clerk's Oct/Nov. salary	£ 50.40	
3. <u>Administrative expenses paid by Clerk in October/November 2018 on behalf of parish council and reclaimed by her</u>		
• Contribution towards telephone/Broadband provision for Oct/Nov. @ £15 per month	£30.00	
• 12 x 2 nd class postage stamps	£ 6.96	
• Stationery items	£ 6.23	
• Electricity for HBVH on 19.11.18	£ 5.00	
• Card for Cllr. L Gray	£ 1.50	
• Travelling expenses claimed at 45p per mile 19.11.18 – to HBVH – 45 miles	£20.20	
Total of Clerk's Oct./November 2018 expenses	£69.89	£ 69.89
		<u>£385.01</u>
Balance of Precept Fund c/fwd to January 2019		<u>£ 385.01</u>

2. Ring-fenced sums held by Eaton Under Heywood & Hope Bowdler Parish Council

• Environmental Grant: balance b/fwd from Sept.	£2,458.03	
Less: Nov. Invoice 18/259 from Oak Garden Services	£ 28.00	
Less: EMO's Invoice covering 9.10.18 to 9.11.18	£ 198.75	
Balance c/fwd to January 2019	£2,231.28	£2,231.18
• Transparency Code grant: balance b/fwd from Sept.	£1,007.17	
Less: Inv. No. 201810-431 Stretton Internet	£ 30.00	
Balance c/fwd to January 2019	£ 977.17	£ 977.17

Cllr. Pugh **Proposed** that the cheques listed above be duly authorised for payment
Proposal **Seconded** by Cllr. Jenkins
The councillors **voted** unanimously in support of the proposal.

3. **Total funds held by parish council following this meeting:**

• Precept Fund	£3,648.29
• Environmental Grant Fund	£2,231.28
• Transparency Code grant	<u>£ 977.17</u>
	<u>£6,856.74</u>

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

HSBC Bank Statements numbered 84 and 85 were presented to members to verify the Clerk's reconciliation between the bank statements and the parish council's Cash Book. Cllr. Jones checked the records and verified the reconciliation.

103/18 - Questions for the Chairman

No questions were raised. The councillors sent their best wishes to Cllr. Gray and wished her a speedy recovery.

There being no further business to conduct, the Chairman closed the meeting at 8.30pm

Date & Venue of the next Parish Council meeting,

Monday 21st January 2019 at Ticklerton Village Hall – 7.30pm

SIGNED _____ *Peter Jenkins*

DATED: 21st January 2019