EATON UNDER HEYWOOD & HOPE BOWDLER PARISH COUNCIL

**M I N U T E S**

# OF THE MEETING HELD AT HOPE BOWDLER VILLAGE HALL

**MONDAY 22nd FEBRUARY 2016 at 7.30pm**

**014/16 Present & Apologies for absence**

**Present**

Cllr. G Watts - Chairman

Cllr. M Young

Cllr. S Jones

Cllr. L Gray

Cllr. B Orme

Cllr. T Madeley

## Apologies for absence were received and accepted from

Cllr. C Pugh

## Unitary Cllr. C Motley

### In Attendance

Clerk, Mrs J de Rusett

**015/16: 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.

**016/16 - Public Question Time**

No members of the public attended.

**017/16 - Approval of the Minutes of the Meeting held on 18th January 2016**

The Minutes of the meeting of 18th January 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 the meeting.

**018/16: Matters arising from the Minutes of the of 18th January 2016 not dealt with elsewhere in the Agenda**

135/15/1: No one had driven by the culvert between New Hall and Harton so could not say whether it had been repaired. Cllr. Orme agreed to check it and report back to the next meeting.

**019/16 - Unitary Councillor's Report**

Due unfortunately to a puncture Cllr. Motley was unable to attend the meeting.

**020/16- Reports from Councillors**

 Councillor Gray gave a round-up of Church Stretton news. On 23rd March from 10am to 4pm there will be a hospital services review in the Jubilee Room at Mayfair.

The closure of the Library is under review. A new community police officer has been appointed in Church Stretton.

**021/16 - Minor Highway & Environmental Matters**

021/16/1 - Members noted that the new bench had been installed in Gaerstones lay-by. The plaque the Clerk had obtained was not on it. It was wondered whether it could be moved back a few feet as it was very adjacent to a large rock.

021/16/2 - The Clerk confirmed Kinch Parry have been asked to complete their JCB clearance around the parishes, with particular emphasis on gateways and lay-bys in Bull Lane, Hope Bowdler.

A schedule of works for the Highways Maintenance Officer could not be drawn up as at present the role is vacant, Mr Capleton having given up due to other commitments. The role was discussed at length, and advertising it in the Parish Magazine was suggested. However, Cllr. Orme knows of a likely candidate and will approach them. The Clerk will send Cllr. Orme the HMO job description and map of the parish. Cllr. Orme would be able to provide any new candidate with a high visibility jacket and road cones.

021/16/3 - Cllr. Madeley advised that the drain by the old railway bridge in Eaton was still blocked and causing flooding. The Clerk agreed to contact Highways Department to report it and ask for remedial action.

**022/16 - Correspondence and communications considered**

1. 05.01.16 - Letter NHS Commissioning Group, re NHS111 and GP Out of Hours Services - seeking consultation on their proposals.

2. Email response by Clerk to the above letter - 25.01.16: receipt of response acknowledged by Email on 25.01.16 from T Eggby-Jones.

3. 26.01.16 - email invitation to Road Safety Event on Thursday 3rd March 2016, 5.30pm to 7.30pm at Shirehall, Shrewsbury.

4. 28.01.16 email notification from Cllr. Cecilia Motley concerning the availability of Discretionary Housing Payments in Shropshire.

5. 18.01.16 - email from Kate Adams, Street Scene Manager, SC Highways Dept. re Chris Jackson, who is ill will not be back at work for some long while. Highways problems in the meantime to be reported to the Customer Services Centre on 0345 678 9006 or by email to SouthShropshireHiughways@shropshire.gov.uk.

6. 16.02.16 - letter from the Electoral Registration Officer, Shropshire Council, advising that parish councils elections expenses will no longer be subsidised by Shropshire Council.

7. email 22.02.16 from Ben Walker of Connecting Shropshire to advise that superfast Broadband had now been connected to the cabinet in Hope Bowdler is available to serve 100 properties in and around Hope Bowdler. People wishing to be connected are advised to contact their service provider.

Item 7: The Chairman has signed up and is due to get the new service from 1st March. He will report to the next meeting.

**023/16 - Finance reports for February 2016 and cheques authorised for payment**

023/16/1 - Finance Report

**Precept balance b/fwd. from 18th January 2016 £3,060.73**

ADD: Transparency Code Funding Grant rec'd 18.02.16 £2,004.20

 £5,064.93

LESS: cheques authorised for payment on 22nd February 2016

1. Clerk’s net salary for February 2016 £132.56

1. HMRC – PAYE on Clerk’s February 2016 salary £ 25.00

3. Expenses incurred by the Clerk in February

 2016 in connection with Parish Council business:

* Contribution to Broadband/telephone and

 office overheads - February 2016 £10.00

* 6 x 2nd class stamps £ 3.24
* Electricity for TVH & HBVH meetings £ 6.00
* Travelling expenses claimed at 30p per mile:

 22.02.16 - To Hope Bowdler Village Hall for PC

meeting - 44 miles

Total: 44 miles @ 30p per mile £13.20

Total of Clerk's expenses February 2016 £32.44 £ 32.44 £190.00 £ 190.00 **Balance of Precept and Transparency Code Grant as at 22.02.16 £4,874.93**

**Highways & Environmental Grant**

 **Balance of Highways & Environmental Grant b/fwd from Jan 2016 £1,674.73**

023/16/2 - Cash Book/Bank Statement reconciliation

HSBC Bank Statement numbered 52 and the Cash Book were

 presented to councillors for verification of cash book/bank statement reconciliation

and duly verified by Cllr. Jones.

023/16/3 - Transparency Code Grant funds

The Clerk enquired whether members wished to keep the Transparency Code Grant separate and ring fenced, or as part of the Precept funds. Members agreed unanimously that the Transparency Code funds should be ring fenced for website/allied equipment use only and thus shown as a separate item in the accounting records.

**024/16 - Consideration of matters pertaining to a new website, associated training and equipment**

As could be seen from the Finance Report, a grant of £2,004.20 has now been received. The Clerk has researched the various website providers. Those which do not have an annual maintenance charge (such as Word Press) have a number of disadvantages: users have very limited means of obtaining support and advice if the website crashes or malfunctions, plus a high level of input is required of the user in actually creating the website itself. Her preferred choice is a website design service offered by a Shrewsbury company, the Web Orchard.

For £200 they will design and create a dedicated website

For an additional £300 they will migrate onto the new website all the historical data on the existing website

For £186 they will come to the Clerk's home and train her to use the website

They have a £190 per annum maintenance and support service: so if assistance is needed, an email or a call to Shrewsbury will sort any problems.

Thus for £686 the parish council can get all the work involved in setting up a new website done, which leaves £1318.20 which can be used to fund the annual service charge for six years, and/or can be applied to new computer equipment and training.

The Clerk was unanimously authorised to arrange a contract with The Web Orchard.

**025/16 - Questions for the Chairman**

The Chairman reported he had been contacted by two Hope Bowdler residents who had been subjected to harassment and abuse over a long period of time by a neighbour. Confirmation of the police action taken is awaited.

 There being no further business to conduct, the Chairman closed the meeting at 8.25pm

 **Date & Venue of next Meeting:**

Monday 21st March 2016, 7.30pm at Ticklerton Village Hall

 **MINUTES SIGNED BY:**

 **DATED**