

MINUTES

OF THE MEETING HELD on MONDAY 20th MARCH 2023
7.30pm at HOPE BOWDLER VILLAGE HALL

025/23 - Present

Cllr. Graham Watts - Chairman
Cllr. P Jenkins
Cllr. S Jones
Cllr. L. Gray
Cllr. C Pugh

Apologies received and accepted from:

Cllr. Bruce Orme and Cllr. T Madeley

In Attendance

The Clerk, Unitary Councillor Motley and one member of the public.

026/23 - 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 of interest were made.

027/23 – Public question time

Mr J Gray asked what action was being taken about the breaches of planning at Oaklands Leisure camp ground. The parish council had lodged requests for enforcement action at least a year ago and nothing further had been heard. Local residents are concerned at the total lack action shown by Shropshire Council. The Chairman said he had heard nothing further from Mr Julian Beeston, the planning officer. It was agreed that the Parish Council would write to him again, urging action.

028/23 – Approval of the Minutes of the meeting held on 20th February 2023

The Minutes of the Parish Council meeting held on 20th February 2023 had been circulated and considered by the councillors. No objections were raised to the Minutes.

Cllr. Jenkins **proposed** that the Minutes of 20th February 2023 be approved by the members.

Proposal **seconded** by Cllr. Jones

Vote: Unanimously members present voted to approve the Minutes of 20th February 2023 and they were duly signed by the Chairman as being a true record of the meeting.

029/23 – Matters arising from the Minutes of 20th February 2023

.019/29: The proposed sub-division of Hope Bowdler Court – application 23/00297/FUL, was discussed. The Clerk had received a letter from the planning department confirming that the relevant notice advertising the proposed planning application had been sent to the applicant, and he had advised SC that it had been displayed as required. No one, even those living close to the property, had in fact seen the notice.

021/23: The broken window in the Hope Bowdler bus shelter has been boarded up whilst a replacement Perspex window is awaited.

030/23 – Report from Unitary Cllr. Motley

Cllr. Motley reported on her work with the Adult, Social Care and Public Health committees, and on issues raised by SALC involving SID's. She visited Acton Scott by invitation to learn what proposals are being developed for the continuance of the museum. SC has bought out the remaining 15 years of the lease, but will continue with financial support, such as an archive service.

The Local Plan is making very slow progress towards conclusion and adoption. Two of the many difficulties posed are first a request to make Shropshire land available for 1500 houses for Staffordshire residents, and secondly, it is being required to make provision for gypsy and traveller sites, including permanent sites, as more travellers are opting to settle permanently. A site has been opened at Battlefields in Shrewsbury, but is only a temporary site. There are fears that the traveller community will buy up agricultural land and set up unauthorised encampments unless SC can come forward with allocated land. She discussed whether the parish council should revise and update its Parish Plan. She is going on a course next week on Parish Plans so suggests we put the Parish Plan on the April agenda, when she will have more information. Church Stretton are opting to do a Neighbourhood Plan. If and when the Parish Plan is revised, she advised some parishes had encountered difficulties when they had agreed to accept "clusters" of up to 5 open market houses. The planners had in fact given permission for as many as 17 houses in one instance. The Chairman felt the safest way to go was not to agree to anything involving a quota but to deal with each individual application on its merits.

031/23 – Planning applications considered

No new applications had been received.

032/23 – Consideration of Correspondence and Communications

Correspondence/communications received in March 2023 to be considered at meeting on 20th March 2023

Notifications from Planning Department

1. re 23/00293/FUL – application for the erection of a two storey side extension and associated alterations following some demolition work at 12 Mount View, Hope Bowdler. Planning permission granted 3rd March 2023
- 2 re 22/04912/CPE – application for lawful development certificate in respect of existing glamping site camp site with units in semi-fixed positions., moveable shepherd's hut store (with connected services/utilities) and moveable log stores, septic tank and drainage field to service glamping site, at woodland to the west of Hatton Grove Farmhouse.

Certificate of law development granted 28th February 2023

General correspondence

3. Completed Parish Contact Contract, as submitted to West Mercia Police on 1st March 2023
4. Confirmation from Highways that large pothole in hollow by old railway bridge in Harton has been repaired,
5. Confirmation from ICO (Data Protection) that the parish council is a public authority under the Freedom of Information Act.

033/23 – Highways and Environmental matters

Cllr. Jones advised there is a tree dangerously overhanging the highway at Soudley. Cllr. Pugh agreed to go and speak about it to the householder on whose property it stands.

034/23 - Finance Report for March 2023

Precept Funds – balance b/fwd from February 2023 **£5,288.38**

Less: Payments to be made on 20th March 2023 from Precept Fund

• HSBS bank charges to 03.02.2023	£ 7.00	
• Clerk's net salary for March 2023	£166.40	
• HMRC - PAYE on Clerk's March 2023 salary	£ 41.80	
• <u>Admin expenses incurred in March 2023</u> <u>paid by Clerk and reclaimed by her.</u>		
• Contribution towards telephone/internet provision for March 2023 @ £20 p.m.	£20.00	
○ Donation for Mrs J Madeley's funeral	£20.00	
○ Andy Holmes - Renewal of computer internet Security	£25.00	
○ 1 pkt A4 white copying paper	£ 4.75	
• Travelling expenses @ 45p per mile		
20.03.23 Hope Bowdler Village Hall – 34 miles	<u>£15.30</u>	
Total of admin. expenses	£85.05	<u>£ 85.05</u>
		£300.25
		<u>£ 300.25</u>
Balance of Precept fund c/fwd to April 2023		<u>£4,988.13</u>

Ring Fenced funds held by Parish Council

<u>Environmental/Maintenance Fund</u> bal. b/fwd from Feb. 2023	£1,036.83	
Less: Invoice from Mr Ray Hall for repairs to Hope Bowdler Bus shelter, painting railings in Eaton, including materials	<u>£ 125.05</u>	
Balance c/fwd to April 2023	£ 911.78	£911.78

Neighbourhood Fund – balance b/fwd from February 2023 **£451.59**

Cllr. Gray **proposed** that cheques/direct debits totalling £425.30 be approved for payment.

Cllr. Jones **seconded** the proposal.

Vote: Members voted unanimously to support the proposal.

Total funds held by Parish Council following authorisation & presentation of the above cheques.

•	Precept Fund	£4,988.13
•	Environmental/Asset Maintenance Fund	£ 911.78
•	Neighbourhood Fund grant	<u>£ 451.59</u>
		<u>£6,351.50</u>

2. Bank Statement/Cash Book reconciliation.

The Clerk's reconciliation between the Cash Book and Bank Statement 137 for March 2023 was verified by Councillor Jones.

035/23 – To consider a possible revised and up-dated version of the Eaton Under Heywood & Hope Bowdler Parish Plan: current version dated April 2013

Cllr. Motley had suggested the matter be deferred to the April 17th 2023 meeting. However, the Chairman pointed out there are no grants available for reviewing Parish Plans: the last one had cost £750 and the difficult work on statistical analysis had been done free of charge by Lisa Bedford, who is no longer employed by SC. The locals had shown no appetite for Vicky Turner's Housing Survey. Rushbury PC are planning to update their parish plan. As it is possible that Eaton and Rushbury PCs would be merging in due course, he felt it was best if we let Rushbury take the lead on a revised Parish Plan, incorporating Eaton Under Heywood & Hope Bowdler in it, and we will provide whatever information they request. Councillors agreed that this was the best course of action. If the proposed merger does not take place, we could review the Parish Plan next year. Cllr. Pugh advised many people had been unaware of the proposed merger and objected to it.

036/23 – To consider revisions/approval of documentation in preparation for the 2022/2023 Audit

036/23/1: Approval and adoption of the Register of Assets as at 31.03.23 – no changes needed.

036/23/2: Approval and adoption of the revised and updated 2023 Financial & Strategic Risk Assessment – minor changes proposed and agreed.

036/23/3: Review and Adoption of the Financial Regulations – no review needed.

The Chairman **proposed** that the adoption of items 1 – 3 above be approved by the council.

Proposal **seconded** by Cllr. Jenkins

Vote: councillors voted unanimously in favour of the above proposal.

036/23/4: To consider whether the parish council has an effective financial management system and accounting systems in place.

It was confirmed the Clerk supplies a finance report at each meeting which sets out fully the parish council's income, reserves and expenditure; at each meeting the bank statements

are reconciled by councillors against the Cash Book. All cheques are supported by appropriate vouchers and signed by two councillors.
The Cash Book and all financial records are available for inspection at each meeting. The Precept budget is considered initially in November and then revised and adopted in January. Audits are conducted properly and the public given information on how to view the records and/or challenge the audit.
Having reviewed the procedures, the Chairman **proposed** that having considered the effectiveness of their accounting and financial procedures, the council was satisfied with their effectiveness and clarity.
Proposal **seconded** by Cllr. Jones
Vote: Councillors voted unanimously in support of the proposal.

037/23 - Questions for the Chairman

No questions were raised.

There being no further business to conduct, the Chairman thanked everyone for their attendance and closed the meeting at 8.20pm

**Date & Venue of the next Parish Council meeting
Monday 17th April 2023, 7.30pm at Ticklerton Village Hall.**

SIGNED Graham Watts

DATED 17th April 2023