

MINUTES

OF THE MEETING HELD REMOTELY VIA ZOOM

on MONDAY 23rd NOVEMBER 2020 at 7.30pm

049/20 - 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 Rusett

050/20 - 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.

051/20 – Public question time

No members of the public joined the meeting.

052/20 – Approval of the Minutes of the meeting held on 20th July 2020 and to deal with matters arising

The Minutes of the Parish Council meeting held on 20th July 2020 had been circulated and considered by the councillors. No objections were raised to the Minutes.

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

Proposal **seconded** by Cllr. Gray

Vote: The members present voted unanimously to approve Minutes of 20th July 2020 and they were duly signed by the Chairman as being a true record of the meeting.

There were no matters arising from the Minutes of 20th July 2020.

053/20 - To record in these Minutes all the actions taken by the Parish Council since 20th July 2020 using the delegated powers granted on 16th March 2020, including planning decisions and financial matters.

Actions taken by the Parish Council pursuant to the delegated powers granted to the Clerk on 16th March 2020 (see Item 035/20 in the Minutes of 16.03.20) are now recorded in the Minutes of 23rd November 2020 for publication purposes.

053/20/1 – Planning decisions

Re: 20/03751/FUL – application for the erection of an agricultural implement storage building at The Bungalow, Ragdon, SY6 7EZ

A meeting could not be held on 19th October 2020, therefore the application was dealt as a Chairman’s Action under Standing Order 27 (f) - (n). which enables the council to deal with planning applications without calling a physical meeting. The Chairman contacted all members of the council and invited their responses to the application. By a majority, members voted to object to the application and the Clerk duly notified the Planning Officer of the parish council’s decision.

053/20/2 – Finance Report for August/September 2020

1. **Precept Fund:** balance b/fwd from July 2020 **£6,039.86**

Cheques to be authorised for payment in September 2020

1. Clerk’s net salary for August & September 2020	£307.86	
2. HMRC – PAYE on Clerk’s August & Sept. salary	£ 76.80	
3. <u>Administrative expenses paid by Clerk in August & Sept..</u> <u>2020 on behalf of parish council and reclaimed by her</u>		
• Contribution towards telephone/Broadband provision for August & Sept.2020 @ £20 p.m.	£40.00	
• Ink cartridges	£12.98	
• Travelling expenses claimed at 45p per mile 22,09.20 -Travelling to Hope Bowdler to get cheques signed & bank reconciliation approved 34 miles @ 45p	<u>£15.30</u>	
Total of Clerk’s August/September 2020 admin. expenses	<u>£68.28</u>	<u>£ 68.28</u>
		<u>£452.94</u>
Balance of Precept Fund c/fwd to October 2020		<u>£ 452.94</u>
		<u>£5,586.92</u>

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

<u>Environmental Grant:</u> balance b/fwd from July 2020	£543.43	
Less: EMO’s invoice for work between 13.07.20 and 10.08.20: includes strimming verges & cleaning road signs in Eaton, Ticklerton, Soudley, Chelmick and Hope Bowdler: repairing and applying wood-preserver to Hope Bowdler bus shelter. Claims 22 miles @ 45p (£9.90) and 20 hours @ £12 per hour (£240)		
	<u>£249.90</u>	
	<u>£293.53</u>	<u>£ 293.53</u>

Transparency Code grant: - bal. b/fwd from July 2020 **£ 296.17**

Neighbourhood Fund grant/CIL received 26.04.19

£3,145.35

The Finance Report was circulated to all members for their approval. The Chairman **proposed** that the cheques listed for payment in the Finance Report be approved for payment.

Proposal **seconded** by Cllr. P Jenkins

Vote: The proposal was carried unanimously by the six councillors who responded.

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

• Precept Fund	£5,586.92
• Environmental Grant Fund	£ 293.53
• Transparency Code grant	£ 296.17
• Neighbourhood Fund	<u>£3,145.35</u>
	<u>£ 9,321.97</u>

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

HSBC Bank Statements numbered 106 & 107 presented to members to verify the Clerk's reconciliation between the bank statements and the parish council's Cash Book was verified by Cllr. Jenkins.

054/20 – Planning applications

054/20/1 – 20/04417/FUL – application for installation of ground mounted 4.96 kw of solar pv to the existing photo voltaic installation at Clemcroft, Ragdon, Church Stretton.

The members had examined this application on the planning portal. It was noted there were no public or statutory undertaking objections to the application.

The members discussed the application.

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

Proposal **seconded** by Cllr. Gray

Vote: Members unanimously supported the application.

054/20/2 - 20/04379/FUL – application for the erection of a single storey side extension following removal of existing conservatory and erection of a detached two bay open fronted garage, following demolition of existing garage, at Croxton. Hope Bowdler, SY6 7DD

The members had examined this application on the planning portal. It was noted there were no public or statutory undertaking objections to the application.

The members discussed the application. Cllr. Jenkins was of the view the proposed development is an improvement on the existing building.

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

Proposal **seconded** by Cllr. Jones

Vote: Members unanimously supported the application.

055/20 – Consideration of Correspondence and Communications

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

1. 21.8.20 – email Clerk to Highways asking for them to take action over the Japanese knotweed and Himalayan Balsam growing in Eaton and Ticklerton verges and watercourses. Request was acknowledged.
2. September 2020: Shropshire Bus Project Summary Report. Shows funding for bus services has been halved since 2010, 3000 bus routes have been withdrawn, altered or reduced between 2010 – 2018. Report details a number of bus routes which need improvement, with costings given, including a direct bus service from Craven Arms to Princess Royal hospital in Telford – cost £335,000. Report can be found on line at www.shropshireruralbuses.org/
3. 27.10.20 - Enforcement Notice 20/07523/ENF
4. 10.11.20 – details from SALC of the 2021/2022 Environmental Maintenance Grant Scheme..
5. 15.11.20 – email advising of the availability of free trees for Shropshire parish council projects.
6. 16.11.20 – email from Economic Growth & Planning Policy, Shropshire Council outlining those highway projects considered eligible for CIL local funding in Church Stretton.
7. 17.11.20 email from Cllr Madeley raising safety concerns about a boundary fence in Ticklerton which has been moved and now encompasses the entire verge.
8. 16.11.20 – email from Natural Environment about the Community Tree Scheme – trees and hedging plants are still available but are going fast. Enquiries to tree.scheme@shropshire.gov.uk
9. 18.11.20 – circular about the Keep Shropshire Warm Update - winter 2020/2021. Visit www.mea.org.uk for details
10. 18.11.20 – email from the Community Reassurance Team, Shropshire Council with an update on what Covid 19 support is available. £222,766 community funding is available to voluntary organisations supporting NHS patients.
11. Consideration of further emails and documents on planning portal re 20/03751/FUL

056/20 – Financial Matters

056/20/1 - Finance Report for October/November 2020

Precept Fund: balance b/fwd from Aug/Sept. 2020 **£5,586.92**

Cheques to be authorised for payment on 23.11.20

- | | |
|---|---------|
| 1. Clerk's net salary for October & November 2020 | £307.66 |
| 2. HMRC – PAYE on Clerk's Oct.& Nov.2020 salary | £ 77.00 |

3. Administrative expenses paid by Clerk in October/ November 2020 on behalf of parish council and reclaimed by her

• Contribution towards telephone/Broadband provision for October & November 2020 @ £20 p.m.	£40.00		
• 12 x 2 nd class stamps	£ 7.80		
• A4 copy paper & roll of self adhesive labels	£ 3.85		
• Travelling expenses claimed at 45p per mile 23.11.20 -Travelling to Hope Bowdler to get cheques signed, bank reconciliation approved and to leave Minutes & correspondence with Chairman for Zoom meeting - 34 miles 25.11.20 – travelling to Hope Bowdler to collect Minute book, correspondence etc. – 34 miles Total mileage: 68 miles		£30.60	
Total of Clerk’s Oct/Nov 2020 admin. expenses	£82.25	£ 82.25	
		£466.91	£ 466.91
Balance of Precept Fund c/fwd to January 2021			£5,120.01

Ring-fenced sums held by Parish Council

<u>Environmental Grant:</u> balance b/fwd from Aug/Sept. 2020 No Claims submitted by EMO for Sept/Oct/Nov. 2020	£293.53
<u>Transparency Code grant:</u> - bal. b/fwd from Aug/Sept. 2020	£ 296.17
<u>Neighbourhood Fund grant/CIL</u> received 26.04.19	£3,145.35

The Chairman **proposed** that the cheques listed above be authorised for payment.

Proposal **seconded** by Cllr. Pugh

Vote: Unanimous vote in support of the proposal.

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

• Precept Fund	£5,120.01
• Environmental Grant Fund	£ 293.53
• Transparency Code grant	£ 296.17
• Neighbourhood Fund	£3,145.35
	£ 8,855.06

Bank Statement/Cash Book Reconciliation

HSBC Bank Statements numbered 108 & 109 was presented to members to verify the Clerk’s reconciliation between the bank statements and the parish council’s Cash Book and was duly verified by Cllr. Jenkins.

056/20/2 - Initial consideration of the draft Precept Budget for the financial year 2021 – 2022

Prior to the meeting the Clerk had circulated to members a draft proposed Precept budget for the forthcoming financial year. A further draft incorporating the various discussions and revisions which took place is annexed to these Minutes and the budget will be finalised at the meeting held on Monday 18th January 2021.

057/20 – Appointment of an auditor for the financial year 2020/2021

Cllr. Jones **proposed** that Mrs Sue Hackett be appointed as auditor to the parish council.
Proposal **seconded** by Cllr, Orme

Vote: members unanimously voted in favour of the proposal.

058/20 - Questions for the Chairman

No matters were raised.

There being no further business to conduct, the Chairman closed the meeting at 8.05pm

Date & Venue of the next Parish Council meeting

Monday 18th January 2021 at Ticklerton Village Hall – 7.30pm unless Coronavirus restrictions remain in place, in which case the meeting will be held remotely via Zoom, and joining instructions will be included in the Agenda..

Graham Watts

SIGNED

18th January 2021

DATED: