

## **MINUTES**

### **OF THE MEETING HELD AT HOPE BOWDLER VILLAGE HALL**

**on Monday 15<sup>th</sup> July 2019 at 7.30pm**

#### **074/19 - Present**

Cllr. B. Orme – Acting Chairman  
Cllr. C. Pugh  
Cllr. L Gray  
Cllr. T Madeley  
Cllr. S Jones  
Cllr. P Jenkins

#### **Apologies for absence were received and accepted from:**

Cllr. G. Watts and Unitary Cllr. Cecilia Motley

#### **In Attendance**

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

#### **075/19 - 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.

#### **076/19 – Public question time**

No matters were raised.

#### **077/19 - Approval of the Minutes of the meeting held on 17<sup>th</sup> June 2019**

The Minutes of the Parish Council meeting held on 17<sup>th</sup> June 2019, 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. Madeley

**Vote:** The members present voted to approve Minutes of 17<sup>th</sup> June 2019 and they were duly signed by the Acting Chairman as being a true record of the meeting.

#### **078/19 Matters arising from the Minutes of the meeting of 17<sup>th</sup> June 2019 not dealt with elsewhere on the Agenda**

There were no matters arising from the Minutes of 17<sup>th</sup> June 2019.

### **079/19 – Reports**

As Unitary Cllr. Motley was unable to attend the meeting, there were no reports.

### **080/19 – Consideration of whether or not to authorise Shropshire Council to conduct a Housing Needs Survey in the parish**

This matter had been deferred from the June meeting in the hope that Unitary Cllr. Motley would be able to attend this meeting to discuss with and advise the councillors on the proposed Survey in detail. Having seen the Survey document itself and having heard how Shropshire Council intended to collate the results county-wide, councillors had some doubts about the value of the Survey and the integrity of any data flowing from it, which Cllr. Motley had agreed to investigate and report back to this meeting on, but she has been unable to make this meeting.

In the meantime, both this parish council and Cardington Parish Council have been contacted by the Clerk of Rushbury Parish Council (Chris Maclean) advising that Rushbury Parish Council is proposing to initiate a Housing Needs Survey in October and having discussed the matter with Vicky Turner of Shropshire Council, he believes, if Eaton and Cardington are planning to have a Survey conducted, there is the opportunity to link the initiatives together. He advises Vicky Turner would be happy to discuss this proposal with the Parish Councils.

In the absence of the hoped-for guidance from Unitary Cllr. Motley, councillors were unsure how to proceed. They were also entirely unclear as to how linking with Rushbury and Cardington Parish Councils in this Housing Needs Survey venture would be of benefit to Eaton Under Heywood & Hope Bowdler Parish Council. Cllr. Jenkins felt no decision could be taken tonight in view of the lack of information and guidance surrounding the Survey. It was therefore agreed to defer the matter to the September meeting and consideration should be given to asking Vicky Turner to attend the meeting to address all the concerns and clarify issues for the councillors.

### **081/19 – Planning matters**

No new applications had been received. At the June meeting members had debated the (largely) retrospective application **19/02197/FUL** made under S. 73A of the Town & Country Planning Act 1990 for the change of use of area of pastureland and woodland, surrounding pools to camping for up to 50 tent pitches, 8 glamping units and retrospective permission for a shower and toilet block at Oaklands Leisure Campsite & Fishery, Harton, SY6 7DL After discussing the application thoroughly, the parish council had voted unanimously to advise Shropshire Council that the Parish Council objected to and did not support the application.

Subsequently the Clerk had received a letter from the Applicant's agent, Madeleys Chartered Surveyors, seeking a meeting with the Chairman, Clerk and councillors to explain their applicant's application in detail. This request was considered by the councillors. They concluded that as the Parish Council had lodged its detailed objections with the Planning Authority, the matter was now out of its hands and any decision rests with Shropshire Council's planning officers. No purpose could be seen in debating the matter with the applicant's agent at this juncture, so the Clerk was instructed to contact the agents and decline the proposed meeting.

## **082/19 – Minor Highway & Environmental matters**

The members welcomed the recent prompt responses from the Highways Department about the pot hole in Ticklerton (by Stonycroft) and the state of the road in Eaton. Cllr. Orme noted that a lot of work seemed to have been done on hedge cutting and drain clearance. It was noted that in future requests for road works should be submitted to: [customerfirst@shropshire.gov.uk](mailto:customerfirst@shropshire.gov.uk), telephone number 0345 678 9000.

The Clerk was requested to raise the following new and/or outstanding issues with Highways:

- Cllr. Pugh reported on a large pot hole right on the bend at Yules Bank: this was particularly dangerous for cyclists at this narrow part of the road.
- The pipe under the road near Whitefields Farm in Darby Lane needs replacing as every time it rains heavily, the pipe is overwhelmed and the road floods.
- The road drain by the old railway bridge in Eaton (as the junction with Darby Lane) continues to block every time it rains. It has been rodded and cleared innumerable times but soon becomes blocked again as the diameter of the pipe is inadequate.

## **083/19 – Consideration of Correspondence and Communications**

The councillors considered the following items and discussed any necessary responses.

1. 19.06.19 - Email from PKF Littlejohn LLP acknowledging safe receipt of AGAR documents including notification of exempt status.
2. 01.07.19 – Notification of Shropshire Local Plan Review – Strategic Sites consultation.
3. 05.07.19 – acknowledgment of enforcement complaint form from SC.
4. 05.07.19 – Update on the Community Infrastructure Levy (CIL) from SC.
5. Email Clerk to South Shropshire Highways Dept, asking for pothole by Stoneyhurst, Ticklerton, to be repaired as soon as possible. Subsequent notification from Heidi Steele of Highways that she has visited the site and authorised the work. The work has been logged under ref. 4321583.
6. Email from Highways Dept. advising that in future requests for highways repairs are to go to: [customerfirst@shropshire.gov.uk](mailto:customerfirst@shropshire.gov.uk), telephone number 0345 678 9000, The previous South Shropshire Highways email address is no longer to be used.
7. Email Clerk to Highways Dept. asking for potholes between the Eaton railway bridge and the church to be repaired. Response received 11.07.19 that the work has been inspected and logged for action, log number 362155.
8. 11.07.19 – email from Chris Maclean, Clerk to Rushbury Parish Council asking whether Eaton Under Heywood & Hope Bowdler Parish Council wishes to link in with Rushbury’s proposal to commence a Housing Needs Survey in October 2019.

9. Notification from SC re 19/02210/FUL, planning application for the erection of a detached workshop/outbuilding at Eaton Cottage, Eaton Under Heywood dated 9<sup>th</sup> July 2019. Planning permission granted.
10. Email dated 12<sup>th</sup> July 2019 warning landowners that as land in Shropshire is drying out and ancient building marks are being exposed, there has been a rash of unauthorised metal detectorists at work. If any land is at immediate risk call the Police on 999 otherwise report incidents on 101.
11. 3 page email from Steve Brown, Assistant Director of Infrastructure & Communities at SC reporting on the restructuring of the Highways & Transport department. Andy Keyland remains at Craven Arms.
12. Email 12<sup>th</sup> July 2019 from Madeleys Chartered Surveyors seeking a meeting with the parish council re 19/02197/FUL – Oaklands Leisure Campsite & Fishery at Harton.

### **084/19 – Finance Report for July 2019**

<b>1. Precept Fund:</b> balance b/fwd from June 2019		<b>£5,224.30</b>
Less: Cheques to be authorised for payment on 15 <sup>th</sup> July 2019		
1. Clerk's net July 2019 salary	£149.33	
2. HMRC – PAYE on Clerk's July salary	£ 37.40	
3. <u>Administrative expenses paid by Clerk in July 2019 on behalf of parish council and reclaimed by her</u>		
• Contribution towards telephone/Broadband provision for July 2019 @ £20 p.m.	£20.00	
• 6 x 2 <sup>nd</sup> class stamps	£ 3.66	
• Travelling expenses claimed at 45p per mile 15.07.19 to Hope Bowdler Village Hall for meeting		
Total mileage: 44 miles @ 45p	<u>£19.80</u>	
Total of Clerk's July 2019 expenses	<u>£43.46</u>	£ 43.46
	<u>£230.19</u>	<u>£ 230.19</u>
<b>Balance of Precept Fund c/fwd to September 2019</b>		<b><u>£4,994.11</u></b>
<b>2. <u>Ring-fenced sums held by Eaton Under Heywood &amp; Hope Bowdler Parish Council</u></b>		
• <b>Environmental Grant:</b> balance b/fwd from June 2019		<b><u>£1,659.68</u></b>
<b>2, Transparency Code grant:</b>		<b><u>£ 629.17</u></b>
<b>3. Neighbourhood Fund grant/CIL received 26.04.19</b>		<b><u>£3,145.35</u></b>

**Cllr. Jones Proposed** that the cheques listed above be authorised for payment

**Proposal seconded** by Cllr. Madeley

**Vote on proposal:** Unanimously supported by the members.

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

- **Precept Fund** **£4,994.11**

• <b>Environmental Grant Fund</b>	<b>£1,659.68</b>
• <b>Transparency Code grant</b>	<b>£ 629.17</b>
• <b>Neighbourhood Fund</b>	<b><u>£3,145.35</u></b>
	<b><u>£10,428.31</u></b>

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

HSBC Bank Statement number 93 was presented to members to verify the Clerk's reconciliation between the bank statement and the parish council's Cash Book. Cllr. Jones duly carried out the verification.

Cllr. Jones reported that he had recently attended at a Branch of the HSBC and completed the process necessary to have him added to the Parish Council's bank mandate. He had been advised by the bank clerk that the forms were in order so is now an authorised additional signatory to parish council cheques.

#### **085/19 - Questions for the Chairman**

The members present felt it would be good policy for the Clerk to automatically invite planning applicants to attend the parish council meeting at which their application is to be heard, as they can often assist the councillors' understanding of the application and respond to any queries raised. The Clerk advised all planning applicants are entitled as a matter of law to attend the meetings and remain in the hall whilst their application is discussed and voted upon. It was agreed to discuss this policy issue further at the next meeting.

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

**Date & Venue of the next Parish Council meeting**  
**Monday 16<sup>th</sup> September 2019 at Ticklerton Village Hall – 7.30pm**  
**(No meeting in August unless urgent business arises)**

**SIGNED** \_\_\_\_\_ *Peter Jenkins* \_\_\_\_\_

**DATED:** \_\_\_\_\_ **16<sup>th</sup> September 2019** \_\_\_\_\_