Minutes of the **Annual Meeting of** **Kinnerley Parish Council** on **22nd May 2023** at Kinnerley **Parish Hall**.

**Present:** Cllrs Nick Barclay (Chairman), Mark Cuthbert-Brown, Charles Green, Mandy Chapman, Lorraine Jones, Maurice Jones, Alan Lewis, James Peto, Sharon Quayle.

**In attendance:** Cllr Vince Hunt (Shropshire Council), Ian Cruise-Taylor (Parish Clerk)

1. **Election of Chairman for 2023/24:** Cllr Nick Barclay was unanimously elected Chairman. Cllr Barclay advised Council that he intended to stand down as Chairman at the November Council meeting.
2. **Election of Vice Chairman for 2023/24:** Cllr Charles Green was unanimously elected Vice-Chairman
3. **Declarations of Acceptance of Office:** signed by the Chairman and Vice Chairman.
4. **To note Apologies for Absence:** Apologies were noted from Cllrs Richard Greening and Desmond Hudson
5. **Declarations of Interest and Dispensations:** none to note or consider.
6. **Minutes of Parish Council meeting –** Council unanimouslyapproved the minutes of the Parish Council meeting held on 24th April 2023.
7. **Public participation session**

No members of the public present

1. **Parish matters**
2. **Reports:** Cllr Vince Hunt (Shropshire Council) reported:

* that he had asked officers to consider referring planning application 23/01177/FUL to the Planning Committee
* he was continuing to press for a conclusion to the request for 20 mph restrictions near the school and village centre
* the Covid booster jab was now available to over 75s and other vulnerable groups

1. **Reports:** thePolice submitted a written report noting that there had been 1 report of criminal damage in the previous month
2. **Reports:** Flooding – Cllr Charles Green provided a brief verbal report – notes attached to these minutes
3. **Report from Clerk – To be taken as read, and agree any next steps:** the report was noted, and Council agreed to a further appeal for volunteers for the rescue boat in the Telescope
4. **To re-affirm Standing Orders, Financial Regulations and Risk Assessments:** Council unanimously re-affirmed SO, FR, and Risk Assessment, and the clerk will look through the documents for suitable pronouns
5. **To consider and determine proposal to request warning signs from Shropshire Council Highways regarding horses.** Council agreed that an item would be placed in the Telescope inviting comments on the proposal before pursuing with Shropshire Council. It was also noted that existing signs were not fully visible – clerk to raise with Shropshire Council. It was also noted that a locally organised ‘pass slow and wide’ campaign had been started with a ride planned for September
6. **Councillors to report any Highways or other Parish Matters:** Cllr James Peto raised concern over traffic management during recent roadworks on the Knockin Heath Road junction with B4396, which caused a lengthy detour. Cllr Alan Lewis remarked that the plastic bollard previously reported had yet to be repaired (Clerk to follow-up)

Council noted that the notice boards outside Kinnerley Parish Hall needed repair or replacement

1. **To consider and determine responses to planning applications – see appendix A**
2. **To consider and determine any matters relating to:**
3. **the Local Plan:** Council noted it will need to consider whether to pursue the matters previously raised at the next stage of the Examination of the Plan. This will be at Stage 2, which will consider the allocations to particular settlements, but that is unlikely to happen until the autumn at the earliest. Council had previously queried the allocation of houses – preferring no more than 50, rather than the proposed 60. There also needs to be an amendment to the development boundary to reinstate Lady Ida’s within it.
4. **Oswestry Place Plan**

Shropshire Council has asked parishes to consider future local infrastructure priorities and to provide information about what deliverable infrastructure projects the Council wishes to see included in the Place Plan for Oswestry area. As there is a 12 week window for providing this, (which expires on Monday 7th August) it was agreed to hold a meeting of the CIL sub-group to form proposals for Council.

1. **Appointment of representatives:**
2. Council confirmed the appointment of representatives to serve on outside bodies.

|  |  |  |
| --- | --- | --- |
| **Name** | **Organised by** | **Existing Representative** |
| Oswestry Area Committee | SALC | Cllr Nick Barclay &/or Cllr Charles Green |
| Helicopter Noise Liaison Group | RAF Nesscliffe | Cllr James Peto |
| Kinnerley Parochial Charities | Robert Brown | Cllr Lorraine Jones |
| Maesbrook Village Hall Committee | Chair – Cathy Preston | Cllr Mandy Chapman |
| Kinnerley Parish Hall Committee | Chair – Jeremy Lee | Cllr Sharon Quayle |

1. Consider and agree any additional representations.
2. **Financial Matters:**
3. **To note bank reconciliation –** noted
4. **To approve payments as shown on appendix B –** Council unanimously approved the payments as listed and noted an invoice for a further c£900 for M&T Pritchard regarding additional grounds maintenance works, which the clerk was verifying before payment.
5. **To consider request for grant from neighbourhood fund by Kinnerley Parish Hall –** no application to consider – Council was reminded that applications for grants or donations would now be considered on the submission of a grant request form, and the Clerk would remind organisations previously in receipt of grants or donations of the process
6. **To agree Grounds Maintenance contract details and re-advertise –** Council noted that the Parish Hall Committee had submitted some suggested alterations to the contract which would be reviewed and brought back to the June meeting for sign-off before a re-tendering process.
7. **Dates and times of ordinary meetings -** To confirm the dates and times of ordinary meetings of the Council for 2023/2024 (Proposed list of dates enclosed – appendix C)
8. **Items for next meeting – not for debate or discussion:** Parochial Charities report, CIL working Group report, Grounds Maintenance update, boundary review considerations
9. **Date and time of next meeting –** 26th June 2023, 7pm – KPH (Apologies noted from Cllr Mandy Chapman)

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**Pursuant to Section 1(2) of the above Act and due to the confidential nature of the following business to be transacted it will be PROPOSED, SECONDED and RESOLVED that the public and press should not be present**

1. **Council to consider further planning related matters**

Council noted that while alleged/possible planning breaches could be raised in open session, once lodged with Shropshire Council no further discussion could take place other than in closed session.

**Appendix A**

* 1. **Planning Decisions for information:**

1. 23/01101/VAR: Corner House, Edgerley, SY10 8EP. Proposal: Variation of Conditions No.2 (approved plans) and No.3 (materials) attached to planning permission 22/04815/FUL

**Decision: Grant Permission**

1. 22/05562/FUL: Rose Cottage, The Wood Farm, Maesbrook. Proposal: Change of Use from holiday let to residential

**Decision: Grant Permission**

1. 23/00804/FUL: 2 Centenary Close, Kinnerley, SY10 8EQ. Proposal: Removal of garage and erection of 2 storey extension to side and rear pitch roof extension

**Decision: Grant Permission**

1. 23/00708/FUL: Mill Cottage, Farm Hall, Kinnerley, SY10 8EJ. Proposal: Extension and alterations to existing dwelling

**Decision: Grant Permission**

* 1. **Planning Applications/Appeals for consideration and decision:**

1. 23/01437/ADV: St Johns Church, Maesbrook,

Proposal: Replacement of dilapidated name sign and notice board

Council unanimous decision: support

1. 23/01177/FUL: Address: Darwin House, Dovaston, SY10 8DS

Proposal: Relocation and re-orientation of proposed garage, as of 3rd May 2023 (subsequent to proposal considered on 24th April 2023**)**

Council unanimous decision: no comment

**Appendix B**

1. **Receipts to note.** Noted

Shropshire Council – Precept (£24,600) and Neighbourhood Fund CIL payment (£5,857.81)

1. **Payments for Approval:** Council unanimously approved the payments as listed and noted an invoice for a further c£900 for M&T Pritchard regarding additional grounds maintenance works, which the clerk was verifying before payment.

|  |  |  |
| --- | --- | --- |
| Ray Parry | play area woodchip | 4,362.00 |
| Penny O'Hagan | locum | 75.00 |
| SALC | annual fee | 602.67 |
| Gallagher | Insurance | 697.55 |
| HMRC | payroll | 153.40 |
| Clerk | payroll | 613.60 |
|  |  | 6,504.22 |

**To RESOLVE that the above payments are approved for payment.** Council so resolved

1. Bank reconciliation - noted

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Financial year ending 31st March 2024 | | | | | |
|  |  |  |  |  |  |
| Prepared: |  |  | Date: | 15/05/2023 |  |
|  |  |  |  |  |  |
|  |  |  |  |  | **£** |
| **CASH BOOK** |  |  |  |  |  |
| Opening balance 1 April 2023 |  |  |  |  | 58,382.54 |
| Add: Receipts to end Apl 23 |  |  |  |  | 24,600.00 |
| Less: Payments to end Apl 23 |  |  |  |  | 1,129.51 |
|  |  |  |  |  |  |
| Closing balance per accounts as at 30/04/23 |  |  |  |  | **81,853.03** |
|  |  |  |  |  |  |
| Balance per Unity Trust bank statement as at 30/04/23 |  |  |  |  | 82,103.03 |
|  |  |  |  |  |  |
| Less: any unpresented cheques/payments |  | Cheque number | |  |  |
| Peels Plantation |  |  |  |  | 250.00 |
|  |  |  |  |  | 0.00 |
| Add: any un-banked cheques |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  | 0.00 |
| Total reconciled balances |  |  |  |  | **81,853.03** |

**Appendix C**

**Fourth Monday each month. Current agreed start time is 7pm.**

26th June 2023 – KPH

24th July 2023 – KPH

August – No Meeting

25th September 2023 – KPH

23rd October 2023– MVH

27th November 2023 – KPH

December – no meeting

22nd January 2024 – KPH

26th February 2024 – MVH

25th March 2024 – Annual Parish Meeting followed by Parish Council Meeting – KPH

22nd April 2024 – MVH

20th May 2024 - KPH

**Please note that the venues for meetings may change subject to their availability and other factors.**

**8iii: Flooding report**

1. **Clerk’s report** gives an update on the purchase of the flood rescue boat (another appeal through the Telescope) and the flood groupings meeting (where a further meeting will be offered)
2. **Liaison with EA/SVWMS 1st arm:** SVWMS’s April update gave news of what they are calling a new SVWMS Flood Action Group Forum which is composed of Flood Action Groups which have formed over recent years across the Upper Severn catchment and which met for the first time in February 2023. This Forum will be chaired by Mike Morris who has significant experience of the Severn catchment, having lived in the area, and operated as the CEO of the Severn Rivers Trust up until 2021.

The stated intention of this new Forum is to provide “on the ground” input into the SVWMS as it develops; providing a critical link with communities impacted by flooding. It was said to have met again in early May and there was to have been an update given to SALC’s JWG on 24 May, but that meeting has now been postponed until 22 June. Parish Councils, through SALC, will be updated on the long-term strategy development for the Upper Severn catchment and how support can be provided in the meantime to build community resilience. So this does look to be a helpful move and maybe an opportunity for engagement through the parish council, though I’m not holding my breath.

1. **Liaison with EA/SVWMS 2nd arm:**

The FoI request I submitted on 22 March, which under the rules should have been answered by 24 April, was finally answered last week, on 16 May, some 15 working days late. This was because it seems it had to be answered by Mike Adams, who was the very guy who had stalled on giving me the information before, and it was because he had a family emergency. The answer was disappointingly unsatisfactory.

The answer seemed to show that:

1. their models are limited, and that they hadn’t yet been calibrated, or ground truthed, against the last bad floods in February 2022.
2. the rainfalls over the course of 9 days and three successive storms, that caused the February 2022 floods, appeared to be 2-3 times greater than the figures quoted by EA for a 1% event storm
3. they don’t have the rainfall data that I requested for the two catchments, I think because (a) they haven’t used those particular areas in a model and (b) because the rainfall data is held by NRW. This generally gives the lie to the claimed degree of co-operation between EA and NRW.

It is all rather puzzling and disappointing, and generally reduces confidence in EA’s capabilities.

1. **Website**: I have yet to find the time to redo the Flooding page on our KPC website that mysteriously disappeared a while back.