

## KINNERLEY PARISH COUNCIL

### Minutes of the Meeting of the Council

Held at Kinnerley Village Hall

Monday 29<sup>th</sup> April 2019, at 7.00pm

#### PRESENT

Cllr Nick Barclay (Chair), Cllr Charles Green, Cllr Alan Lewis, Cllr Mandy Chapman, Cllr Maurice Jones, Cllr James Peto, Cllr John Pinder, Cllr Sharon Quayle, Cllr Richard Greening, Cllr Lorraine Jones

#### APOLOGIES

None

#### CLERK

Ms Marian Giles

#### MEMBERS OF THE PUBLIC

Two people in attendance

#### 27.19 OPENING REMARKS FROM CHAIR

Cllr Barclay spoke of the unexpected resignation of Cllr Betton Cambridge.

It was unanimously **AGREED** that the Chair should write to Mr Cambridge on behalf of the full Parish Council recording formally their thanks for his exemplary 27 years' of service to the Parish.

#### 28.19 DECLARATIONS OF INTEREST AND DISPENSATIONS

- a) Cllr Green declared a potential conflict of interest in item 6 b) i) where he had previously used the applicant to undertake work on his own house.
- b) No dispensations were required

#### 29.19 MINUTES OF COUNCIL MEETING DATED 25<sup>th</sup> MARCH 2019

The Minutes were submitted and circulated as read. It was proposed by Cllr M Jones and seconded by Cllr Pinder that they should be accepted as an accurate record of the meeting. **It was RESOLVED (unanimously) that the minutes of the Council meeting be approved and signed as an accurate record of that meeting.**

#### 30.19 PUBLIC PARTICIPATION SESSION

Councillors heard from the applicant in respect of item 6 b) iii) on the agenda – a planning matter.

#### 31.19 PARISH MATTERS

##### a) Reports

- i) The Clerk was able to confirm that PC Moth had not left his post and had simply been on holiday at the time of the March meeting. PC Moth had approached Inspector Tracey Ryan in respect of the crime/incident data provided for meetings, but she had confirmed that the format would remain unchanged. The Clerk had downloaded data from the West Mercia Police website which was from February 2019, but was more useful for councillors. It was therefore **AGREED** that the parish Clerk would in future provide data for the meeting direct from the West Mercia website.
- b) Cllr Matt Lee had provided the Clerk with an e-mail report updating on his attempts to clarify the position in relation to flooding alleviation work on the Royal Hill to Pentre stretch. He had received a response from Steve Brown the Interim Head of Infrastructure and Communities stating that he would ask the consultants WSP to contact Cllr Lee to review the proposed scheme and better understand the issues concerned. The Clerk also reminded councillors of Cllr Lee's earlier e-mail in respect of TNS Foundation activities.

**c) Argoed Ward Vacancy**

The Clerk reported that the Returning Officer from Shropshire Council had confirmed that the vacancy could be filled by process of co-option. It had been advertised on the Parish Council website and local noticeboards, and two potential candidates had already shown interest.

**d) Report from Clerk**

A written report had been circulated with councillors' papers and was taken as read. The Clerk verbally updated councillors in relation to the installation of the mounting poles for the VAS units at Maesbrook. A date of 7<sup>th</sup> May had been confirmed for installation by David Gradwell from Shropshire Council. The report was duly **NOTED**.

**e) Procurement of Fencing Works to Glebe Field**

Councillors discussed the procurement report provided by the Clerk, and **AGREED** that it was necessary to try to secure one further price for comparison with the one quote received. A further named contractor was suggested and the Clerk instructed to seek a further quote with some urgency. Given that there would not be time for the matter to be referred to the May meeting for decision **it was further RESOLVED (unanimously) that the decision as to price quote be delegated to the Clerk, Cllr Barclay, Cllr Greening and Cllr Quayle.**

**f) Schedule of Works for Play Areas**

The prioritised Schedule of Works had been provided by Paul Butter but too late in the day to pre-circulate. It was therefore circulated to councillors at the meeting. The Clerk summarised the steps that had been taken over the previous 11 months to find the best way forward in selecting a suitable contractor to undertake the identified maintenance and repair works identified originally by the Play Safety Report in June 2018. Given the difficulties that had been experienced in identifying a suitable contractor to undertake both the mechanical and groundworks related tasks, **councillors RESOLVED (unanimously) to ask Paul Butter of Shropshire Council's Environmental Maintenance Team to provide a price for the works, to be considered at the May meeting, on a preferred contractor basis.**

**g) Local Bus Service Consultation**

Councillors discussed the proposed reduction to the Shropshire Council Public Transport Budget, and the potential impact this could have on bus services serving Kinnerley Parish. **It was AGREED that the Clerk and Councillor Richard Greening should draft a response to the consultation integrating the points discussed at the meeting, and submit this by the deadline of 6<sup>th</sup> May.**

**h) To Report other Identified Parish Matters**

- **LEAF Initiative**

Cllr Green raised the issue of littering and the LEAF initiative (circulated previously to councillors on e-mail). No specific issues of problematic littering were raised, but it was **AGREED** that the issue should be included in the next parish bulletin for Telescope.

- **Pentre Garden**

Cllr Jones and Cllr Pinder had both been approached about the Pentre Garden project made up of a group of volunteers renovating and improving a garden that had been set up for the millennium celebrations. The group were looking for some funding support to pay for the capital items needed to restore the path, build raised beds etc. It was **AGREED** that the CIL Working Group should look to see if the project could be included in the review of the Place Plan, and that the Garden should also be considered alongside other potential projects for a donation at the May meeting.

- **Kinnerley Parish Hall Noticeboard Steps**

Cllr Barclay had noted that one of the tiled steps to the Parish noticeboard located in the Parish Hall car park had worked itself loose of its mortar and was broken. He had accordingly removed the broken pieces for safety. Cllr Jones offered to restore the missing tile as soon as possible.

- **Maesbrook Path Extensions**

Cllrs Lewis and Chapman had photographed an informal hazard sign that had been fixed to a telegraph pole in Maesbrook warning that there were no pavements and children were walking on the road. It was noted by councillors that the need for path extensions was already integrated into both the Place Plan and the Parish CIL Plan but not prioritised. This would be reviewed by the CIL Working Group.

**i) To Report other Identified Highways Matters**

Cllr Pinder raised the issue of the absence of Edgerley signs which had been missing for some time. The Clerk confirmed that all Highways related matters were reported to Shropshire Council after each meeting, but she had no way of knowing where they were in the Shropshire Council system once reported.

**32.19 PLANNING**

**a) To Receive details of Planning Applications/Appeal Decisions**

None received.

**b) Current Applications/Appeals for Decision**

Agenda item 6) b) iii) was brought forward at this point

**iii. 19/01517/FUL – White House, Turfmoor, Edgerley, Kinnerley, SY10 8PD**

Erection of extension to rear of house.

Councillors considered the application and the comments made earlier by the applicant.

**It was RESOLVED (unanimously) to SUPPORT the application.**

**i. 19/01938/FUL – 7 Centenary Close, Kinnerley, Oswestry, SY10 8EQ**

Removal of garage to side of existing property and build 2 storey extension to side.

Councillors considered that the proposed extension was in proportion to the building and therefore

**RESOLVED (with one abstention) to offer NO OBJECTION to the application**

**ii. 19/01464/FUL – Meverley Hall, Meverley, Oswestry, SY10 8PD**

Insertion of renewable heat pumps (up to 4 no) into existing building to supply energy to farm

Councillors wanted to support the use of renewable energy resources and therefore **RESOLVED**

**(unanimously) to SUPPORT the application.**

**c) To Consider any Applications received after agenda sent out**

None received.

**d) Shropshire Local Plan Review**

Cllr Green gave a brief verbal update. The final Plan will be deposited late this year. There will then be another six week period for comments before the formal examination by the Planning Inspector.

**e) Place Plan Review – Feedback from Meeting held on 4/4/19**

Cllrs Barclay and Green gave feedback from the meeting they had attended organised by Shropshire Council to brief on the Place Plan 19-20 Review and how to respond with updates and amendments to sections relevant to the Parish. The deadline for responses was the 7<sup>th</sup> May which did not allow for further discussion at the May meeting. It was therefore AGREED that the CIL Working Group meeting on 2<sup>nd</sup> May, should undertake this task on behalf of the full Council.

**f) Results of Housing Survey**

It was noted that the final survey report was still not available on the Right Homes Right Place website.

**33.19 FINANCE AND ACCOUNTS FOR PAYMENT**

**a) Receipts**

£27,615.89 from Shropshire Council (£23,050 precept and £4,565.89 CiL)

**b) Payments made before meeting**

None

**c) Payments for Approval**

i. Clerk's salary April 2019 - £666.38

ii. Clerk's Expenses March 2019 - £107.28

iii. Lawrence Direct - £9.41

iv. Scottish Power - £104.71

v. SALC annual membership fee - £457.30

vi. Kinnerley Parish Hall - £20.00

**d) Invoices received after the Agenda has been sent out**

None

It was **RESOLVED** that the above payments are **APPROVED** for payment and the bank signatories **INSTRUCTED** to sign the cheques.

**e) Transfer to Unity Trust Bank**

The Clerk confirmed that the account was now open and viewable on-line. Signatories needed to log on as soon as possible so that they could view the account/authorise payments. The balance currently held in the Bank of Scotland account was £82,897.42. Following discussion it was **RESOLVED (unanimously) by councillors that a figure of £75,000.00 should be transferred to the new Unity Trust bank account**, with a view to closing the Bank of Scotland account as soon as practicable.

**f) Key Actions Timeline for Internal/External Audit 2018/19**

This was duly **NOTED** by councillors.

**34.19 PERSONNEL ISSUES**

A report had been circulated with councillor's papers outlining the National Joint Council negotiated pay award for 2019, effective from 1<sup>st</sup> April 2019.

**Councillors therefore RESOLVED (unanimously) to adopt the agreed pay award, backdated to 1<sup>st</sup> April 2019 in relation to the serving Parish Clerk**

**35.19 CORRESPONDENCE – See list below**

The following correspondence was received and **NOTED**.

**CORRESPONDENCE RECEIVED**

NALC	Chief Executive's Bulletin JPAG – update to Governance and Accountability Guidelines
SALC	Information of Transforming Team Communication workshop April Bulletins Fundraising and Governance Training AGAR Bulletin Planning and CiL Training GDPR/Data Protection Training
Shropshire Council	Introduction to Place Plan officers High Street Community Clean Up grant fund
Cllr Matt Lee	E mail re TNS Foundation activities
Police and Crime Commissioner	Newsletter
Healthwatch	Press release – what would you do on-line surveys/event
TESS	Telford education schools show flier
Calor Rural community Fund	Grant Funding deadline
Ian's Parish Services	Free services for Parish Councils
The Corbet News	April newsletter
MIND	Request for donation

**36.19 DATE AND TIME OF NEXT MEETING**

**Monday 20<sup>th</sup> May 2019 at Kinnerley Parish Hall at 7pm.**

**Meeting ended 8.55pm**

**Signed by Chair .....**

**Date .....**