

## KINNERLEY PARISH COUNCIL

### Minutes of the Meeting of the Council Held Kinnerley Parish Hall Monday 28<sup>th</sup> January 2019, at 7pm

#### PRESENT

Cllr Nick Barclay (Chair), Cllr Charles Green, Cllr Betton Cambidge, Cllr Alan Lewis, Cllr Mandy Chapman, Cllr Lorraine Jones, Cllr Maurice Jones, Cllr James Peto, Cllr Sharon Quayle

#### APOLOGIES

Cllr J Pinder

Cllr Barclay reflected that this was the first formal meeting where Cllr Bruce's absence was due to her resignation from the Parish Council. He felt that her contribution to parish life should be recognised by a formal vote of thanks from the Parish Council and this was **AGREED**. Clerk to draft a letter for Cllr Barclay to personalise for Mrs Bruce recording the grateful thanks and recognition of the Parish Council.

#### CLERK

Ms Marian Giles

#### 1.19 DECLARATIONS OF INTEREST AND DISPENSATIONS

a) Cllr Green declared a non-pecuniary interest in agenda item 6h) as he serves on the Management Committee of CPRE in Shropshire.

b) All councillors present had completed dispensation forms to allow them to participate in setting the precept for the Parish for 2019/20.

#### 2.19 MINUTES OF COUNCIL MEETING DATED 26<sup>th</sup> NOVEMBER 2018

The Minutes were submitted and circulated as read. **It was RESOLVED (with two abstentions) that the minutes of the Council meeting be approved and signed as an accurate record of that meeting.**

#### 3.19 PUBLIC PARTICIPATION SESSION

No members of the public were present.

#### 4.19 PARISH MATTERS

##### a) Reports

- i) The Clerk read out a short statistical report from PC Moth on offending data for the relevant period.
- ii) Cllr Matt Lee had provided a short update on his current priorities which was read out by the Clerk

##### b) Report from Clerk

A written report had been circulated with councillors' papers and was taken as read. The report was duly **NOTED**. An update on Highways related matters had been received from Chris Fisher of Shropshire Council, noting that the mirror outside Kinnerley shop had been realigned, and that the road by Brookhouse Farm had been jetted, but no further investigation on the water ingress would be undertaken until the Summer. Cllr Jones had further information from the farmer on likely causes of the flooding which she would e-mail to the Clerk once she had confirmed the detail.

At the request of Cllr Cambidge, the Clerk had also asked Chris Fisher for clarification on the status of the longstanding plans to alleviate flooding on the stretch of road from Royal Hill to Pentre. Chris Fisher had confirmed that the scale of the project was beyond his divisional budget and would have to be 'prioritised against other schemes in the county wide programme'. It was **AGREED** that this matter should be referred to Cllr Lee so that he could identify how best the Parish Council could lobby for the scheme to be prioritised.

##### c) Update on Casual Vacancy for Argoed Ward

Permission had now been given by the elections office to fill the vacancy by a process of co-option. A notice to this effect was on the website and on the Parish noticeboard with a closing date of Monday 18<sup>th</sup> February.

Candidates would be invited to attend the February meeting to discuss their reasons for applying with councillors.

**d) BMX Track and Play Area Repairs**

A short report had been circulated prior to the meeting recommending that Shropshire Council's Outdoor Service be commissioned to inspect the play areas and to prepare a detailed technical specification including prioritisation of works. This would then be utilised to undertake a new procurement exercise.

**It was therefore RESOLVED (unanimously) to commission the preparation of a technical specification on the basis outlined in the report at an estimated cost of £135.00.**

Cllrs Alan Lewis and James Peto agreed to meet on site with Paul Butter of the Outdoor Service at a time to be arranged by the Clerk.

**e) Vehicle Activated Signs for Maesbrook**

An updating report had been circulated prior to the meeting by the Parish Clerk. Councillors considered the additional information and pricing provided, and determined that a solar powered unit would be the best option. Cllr Quayle raised concerns about whether such an expensive measure was a good use of parish resources. Following further debate, it was **AGREED** that the location identified in Maesbrook had been the site of two speed related accidents in recent months, and that further measures on speed control within the Parish could be informed by the data collected on these units. **It was therefore RESOLVED (unanimously) that two solar powered VAS Units from Morelock Signs be purchased in the sum of £5988.**

Concerns were raised about whether proposed changes to use of (Local Fund) CIL would impact on the proposed use of Neighbourhood Fund CIL for the project. The Clerk confirmed that she would be completing the necessary paperwork and submitting it to Shropshire Council, but did not anticipate any problems given that the project had been discussed with Shropshire Council over a 12 month period, with no indication that it was not a suitable use of CIL.

**f) Commissioning SOX Replacement Work**

A short report had been circulated prior to the meeting outlining the first stage of the planned SOX replacement exercise ie commissioning a condition survey of existing brackets and fittings. Once this had been completed a full procurement exercise would be undertaken to identify the contractor to carry out the replacement lantern work. **It was therefore RESOLVED (unanimously) to commission Highline Electrical Ltd to undertake the condition survey at an indicative cost of £143.00 as an extension to their existing contract with the Parish Council.**

Councillors also **AGREED** that a representative from Highline should be invited to the February meeting to demonstrate the LED lights which would be replacing existing SOX fittings. This would provide a chance for any parishioners with concerns to raise them directly.

**g) Glebe Land Options Report**

Councillors considered an update on the report considered at the October meeting and noted that with the exception of the rounders team, no further views or interests had been expressed in relation to the field and its potential future uses. Councillors considered the two options remaining open to them, **and RESOLVED (by a majority 7:2) to surrender the lease.** The Clerk would accordingly contact Balfours the land agents to open negotiations on financial terms for the surrender.

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

No other matters were raised.

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

Cllr Jones raised the issue of fly tipping of garden waste in a passing place on the right hand side of the Edgerley to Pentre Road. This would be reported on line to Shropshire Council by the Clerk.

## **5.19 PLANNING**

### **a) Matters dealt with in December Period by Delegated Authority**

#### **18/04035 – NewDev – Proposed Street Name Argoed Park**

Chair, Vice Chair and Ward Councillors had responded to this application to name the new housing development, and had suggested an alternative name based on the historical name of the site ie Willow Piece. The alternative name suggested was therefore either Willow Place or Willowfield.

**b) To receive details of planning applications/appeal decisions**

**18/04733/FUL – Land to the South of Chapel Lane, Knockin Heath**– formation of field access following consent for development of existing road frontage.

**Permission Granted**

**c) New planning applications/appeals for decision** - To consider submitting comments and/or objections  
No applications received.

**d) To Consider Applications received after agenda sent out**

**19/00303/FUL- 1 Orchard Park, Maesbrook, Oswestry** – erection of single story extension to south elevation.

**Following discussion councillors RESOLVED (unanimously) to make no objection.** Additional comment concerning retention of existing fencing to be included in response.

**(NB: Council were subsequently made aware that this was a retrospective planning application and the work had already been carried out.)**

**e) Feedback from Town and Parish Council Forum dated 29/11/18**

Cllr Barclay had attended the Forum and provided written notes which had been circulated prior to the meeting. These were **NOTED**.

**f) Feedback from Public Meeting on Local Plan Review Consultation 15/1/19**

Cllr Green had attended this public meeting and gave a verbal feed back to the meeting. Cllr Green has a copy of the Power Point presentation made by Adrian Cooper for anyone who would like a copy. Mr Cooper had stated that he wished to explore the needs of the housing needs survey and work with landowners and the Parish Council to find exception sites to deliver affordable housing. The Housing Enablement Team of 7 people would assist with this task.

**g) Shropshire Local Plan Review – Public Consultation**

A copy of the proposed draft response prepared by the Working Group had been circulated with papers. After debate it was **AGREED (by a majority 8:1)** that the response to question 4 should be amended to reflect a minimum target of 20% affordability, in line with the average for Shropshire.

**h) Membership of CPRE**

Cllr Green explained that he was unaware of the letter from CPRE Shropshire canvassing interest in membership, and had declared a conflict because of his active role on the management committee. He left the room at this point.

Councillors debated the opportunity to become a member of CPRE, but in view of its campaigning role felt it was inappropriate. Therefore **AGREED** (by a majority 8:1 abstention) to reject the opportunity.

**6.19 REVIEW OF ANNUAL WORK PROGRAMME**

A progress report on key areas of the Plan had been circulated with papers. Cllr Cambridge queried whether a Faculty would be required to carry out a monument check in the churchyard. The Report was **NOTED** with thanks.

**7.19 FINANCE AND ACCOUNTS FOR PAYMENT**

**a) Receipts**

None

**b) Payments made before meeting**

None

**c) Payments for Approval**

- i. Clerk's Salary November 2018 £666.38 (Replacement cheque required\*)
- ii. Clerk's Expenses for October 2018 £47.21 (Replacement cheque required\*)
- iii. Clerk's Salary December 2018 £666.38

- iv. Clerk's Expenses November 2018 £58.15
- v. Clerk's Salary January 2019 £666.38
- vi. Clerk's Expenses December 2018 £39.51
- vii. Highline Electrical Ltd - £76.80
- viii. Information Solutions (web host) - £228.00
- ix. Kinnerley Parish Hall - £24
- x. Scottish Power - £106.97
- xi. Lawrence Direct - £12.08

\*(Original Cheque 10875 returned by Bank of Scotland as 'not signed in accordance with mandate')

**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) Mandate Change for Bank of Scotland**

The Clerk had received written confirmation that the four new signatories were now in place on the account.

**f) Transfer to Unity Bank**

Owing to work pressures and priority given to Bank of Scotland issues, no further progress to report.

**g) Quarterly Figures to end of December 2018**

These had been circulated in advance of the meeting. The Clerk noted that they were in effect a 2 month period as no cheques had been cleared by the bank in December. The figures were duly **NOTED**.

**h) Proposed Budget for Financial Year 2019/20**

Councillor Green took councillors through the notes to the budget and the key highlights within it. Following debate councillors **RESOLVED (unanimously) to accept the proposed budget and to levy a precept of £23,050 to be formally requested from Shropshire Council. Councillor Barclay signed the Precept Request form accordingly.**

**8.19 CORRESPONDENCE – See list below**

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

**CORRESPONDENCE RECEIVED**

SALC	November Bulletin E mail re: funding available from PCC December Bulletin Nominations invited for Buckingham Palace Garden Party January Bulletin
NALC	Legal update
Shropshire Council	Update on CIL Outdoor Partnerships Newsletter Briefing Note on Place Plans
Shrewsbury and Telford Hospital	Press Release on CQC report Where to get advice over Christmas
PCC	Newsletter December Media Release on 115 Officers for West Mercia Newsletter January Town and Parish Council Survey Results Futurefit Press Release
Active Spaces	Promotion for Sunshine Gym
Corbet School	Newsletter

Crane Quality Counselling	Letter canvassing for funding
Les Lumsden	Bus project report

**9.19 DATE AND TIME OF NEXT MEETING**

**Monday 25<sup>th</sup> February 2019 at Maesbrook Village Hall.**

**Meeting ended 8.50pm**

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

**Date .....**