

KINNERLEY PARISH COUNCIL

Minutes of the Meeting of the Council

Held at Kinnerley Parish Hall

Monday 24th September 2018, at 7pm

PRESENT

Cllr Nick Barclay (Chair), Cllr Charles Green, Cllr Sheila Bruce, Cllr Alan Lewis, Cllr Mandy Chapman, Cllr Sharon Quayle, Cllr Lorraine Jones, Cllr Betton Cambridge, Cllr John Pinder, Cllr Maurice Jones, Cllr James Peto

IN ATTENDANCE

Four members of the public were present

CLERK

Ms Marian Giles

89.18 DECLARATIONS OF INTEREST AND DISPENSATIONS

- a) Cllr Jones declared a personal (non-pecuniary) interest in agenda item 7.c)i.
Cllr Cambridge declared an interest in agenda item 6.m)
Cllr Green declared a personal (non-pecuniary) interest in agenda item 7.c)i.
- b) No dispensations were required for this meeting. Cllr Green clarified that he had previously held a dispensation in relation to agenda item 6.l), this had now lapsed and was no longer required as his land was not affected.

90.18 MINUTES OF COUNCIL MEETING DATED 23rd July 2018

The Minutes were submitted and circulated as read. The names of Cllrs Cambridge, Jones and Pinder had been omitted from those present. **Subject to these amendments being made it was RESOLVED (unanimously) that the minutes of the Council meeting be approved and signed as an accurate record of that meeting.**

91.18 PUBLIC PARTICIPATION SESSION

John Lewis and Colin Lawrence both addressed the Parish Council in respect of land they had put forward to Shropshire Council for consideration in the Local Plan Review process.

Roy Jones spoke in relation to planning application listed at agenda item 7.c)i. His concerns were noted.

All contributors were thanked for their attendance.

92.18 PROPOSALS FOR A HOUSING NEEDS SURVEY – Tim Shrosbee of Shropshire Council Right Homes Right Places Initiative

Tim Shrosbree introduced the purpose of the Right Homes Right Place Initiative and its mission to build a more comprehensive picture of housing need. He explained how the on-line survey worked with an 'open' period of around a month. The survey can be completed by anyone who is interested in living in Kinnerley, not just local residents. He would hope to launch the Kinnerley survey around Christmas/January 2019. In response to questions, he explained that he would need support from the Parish Council to raise awareness of the survey, and would provide marketing materials that could be used for this purpose. There is no cost to the survey for the Parish.

Councillors were supportive of the proposed survey.

93.18 PARISH MATTERS

a) Reports

The Clerk read out a report on offences in the Parish during the period from PC Moth.

Apologies from Cllr Matt Lee were noted and his offer to assist with any matters referred from the meeting.

b) Management of Parish Assets – Report from Working Group

The report had been circulated prior to the meeting and the recommendations were discussed. Additional work was required particularly in respect of clarification of some of the legal/ownership issues. It was **AGREED** that the Clerk should report back to the October meeting on the options in relation to the lease on the Glebe Field as this was the most pressing issue. It was confirmed to the meeting by the Clerk that the current lease did not allow for either subletting or anything other than the prescribed 'permitted use', ie 'as a sports ground and playing fields', and that the Parish Council was responsible for maintenance of the field now that the football team had withdrawn from it.

Councillor Barclay thanked the Working Group for their work on the report and acknowledged that it had raised a number of issues that would need to be resolved.

c) Report from Meeting with Church Wardens

The Chair had arranged a meeting between the church wardens, himself and the Clerk. A number of issues relating to maintenance of the churchyard were discussed. The wardens had also identified that the paths to the church and into the churchyard itself required significant improvement and had agreed to provide a specification which could be utilised to secure indicative prices. The matter could then be discussed as part of the 2019/2020 budget setting exercise.

d) Report on RoSPA Inspections of Play Areas

A report outlining the outcomes of the July inspections had been circulated prior to the meeting by the Clerk. It was **NOTED** that no high risk issues had been identified, but a general pattern of deterioration was evident that needed to be addressed before further improvement or additions could be considered.

It was AGREED (unanimously) to accept the recommendations in the report, ie:-

- a) **Preparation of two schedules of work including all substantive items for repair/improvement, to be used in a formal procurement exercise. One schedule for mechanical works/improvements to physical assets, and one for groundworks/play surfaces.**
- b) **To include the identified ground works requiring improvement in the BMX track report into the relevant schedule of works prepared for the Play Area.**

e) Commissioning New Tree Survey

A short report was circulated by the Clerk outlining the need to update the last tree safety survey which was undertaken in 2013.

It was AGREED (unanimously) that the Parish Council should commission the Natural Environment Team of Shropshire Council to update its tree safety survey on the basis of the price quotation of £300 + VAT provided by Martin Sutton to the Clerk on 11th September 2018, as provided for by Financial Regulation 11.1.a.ii.

And further ..

That a separate price quotation should be requested for a tree safety survey and report for Peel's Plantation Trust, and subject to their agreement in writing of the price, the survey to be commissioned on their behalf by the Parish Council.

f) CIL Priorities – Update on VAS for Maesbrook

Cllr Green reported on a site visit attended by himself and Cllr Barclay with Dave Gradwell of Shropshire Council to identify suitable locations for VAS units in Maesbrook. These had to be 100 metres inside the speed limit. As a decision had already been taken by councillors to prioritise purchase of VAS units as part of prioritising CIL spend, it only remained to identify the type of units councillors wished to purchase. Most were programmable with a range of colours, symbols and functions. **AGREED** that the Clerk should secure prices for solar/battery operated units, and this information be circulated with papers for the October meeting, to enable a final decision on purchase to be made at that meeting.

g) Replacement of Goal Posts

Councillors suggested that the issue of whether to replace the missing goalpost be deferred until the February meeting, and the remaining goal be dismantled until then. **This was AGREED.** Cllr Quayle suggested that local young people be asked to organise some kind of fundraising event to contribute to the cost.

h) Overhanging Trees – open graveyard

It had been established that the trees were ones belonging to the Parish Council overhanging from the play area side (and therefore in the Conservation Area). **AGREED** that they should be added to the schedule of work developed from the newly commissioned tree survey.

i) Heathwaen Lane Hedge

Cllr Bruce had been approached by a local resident of Heathwaen Lane in respect of responsibility for a portion of the hedge which belongs to the Parish Council. The Clerk confirmed that an invoice for £10 contribution to the cut had been received and was included in the payments list.

j) Gate from Halston Field to Churchyard

Closure mechanism requires attention. Cllr Maurice Jones agreed to inspect/repair subject to cost.

k) WW1 Centenary – Update on Silent Soldier

The Clerk confirmed that the silhouette had been ordered and that she had been notified that there was a four week delay in delivery. This means the silhouette is unlikely to be available until early October.

l) National Grid – Mid Wales Connection

Cllr Green reported that the threat of a pylon line through the Parish had not quite gone away. National Grid's plans for this have been in hibernation since September 2015, when four mid-Wales windfarms were refused permission. Two of them have appealed, and their plans were subject to a redetermination process which ended in October 2016. Since then a decision from the Ministry has been awaited. The two windfarms have now been asked for an update on the possible impact of their sites on protected birds of the neighbouring Berwyn SPA. Representations about this have to be submitted by 1st October 2018.

m) Complaint about Chartland Site/Development

The Clerk outlined a complaint received from a neighbour to the site. Site work was being carried on from 6am in the morning to 7pm at night, sometimes 7 days per week. Lorries making deliveries regularly blocked their drive, and the 'security staff' living on site in a caravan were creating noise nuisance in the evenings with loud music. In addition one of the brick built units had been let to a panel beater who was causing nuisance with fumes and noise. Chartland management on site had been approached, and an officer from Shropshire Council's Environmental Health (Regulatory Services) Team had also visited the site. All to no avail. Other councillors had received similar complaints. It was therefore **AGREED** that two letters should be drafted; the first to Toby Pierce of Shropshire Council who had visited the site, and the second to Chartland raising concerns about site management.

n) To Report other Identified Parish Matters

Cllr Cambridge raised the issue of the overgrown hedge by the village shop and asked if the letter agreed at the July meeting had been sent to the owner. Cllr Quayle responded that the letter had been drafted, but in liaison with the Chair she had taken a decision to defer handing the letter to the owner of the shop owing to concerns about his health. Cllr Cambridge felt it was important that something was done as the hedge represented a hazard to road users, particularly those driving tractors or other high sided vehicles.

It was therefore **AGREED** that the matter did need to be addressed, albeit with some sensitivity.

o) To Report other Identified Highways Matters

- Cllr Pinder reported a pothole outside the Firs, Edgerley, Pentre
- Cllrs Quayle and Bruce reported that the Highways mirror outside the village shop had been damaged and was facing the wrong way.
- Cllr Quayle queried whether it was lawful for a resident of Centenary Close to install bollards in the road at the end of the close outside his house. Cllr Green said that as the developer had not required Shropshire Council to adopt the road, all residents therefore owned a plot taking in half of the road. In this context, these actions were not unlawful, even though they might impede emergency vehicles access.

- Cllr Quayle also reported that a local resident had approached her about removal of the hedge in Centenary Close – it was felt that the Parish Council has no standing in the matter to comment of refuse.
- Cllr Lewis reported that all damaged/missing bollards in Maesbrook had now been attended to.

94.18 PLANNING

a) To receive details of planning applications/appeal decisions

- i. **18/02129/VAR – variation of condition attached to OS/09/15917/FUL – land adjacent to Severnside, Molverley Road.**
Granted
- ii. **18/00862/FUL – erection of one storey dwelling with 2 bay detached garage, stable block and feed store – land Site of the Hollies, Dovaston, SY10 8DS**
Refused
- iii. **18/00734/FUL – erection of double garage to front of approved dwelling – Briarsfield, Chapel Lane, Knockin Heath, SY10 8ED**
Refused
- iv. **18/03363/FUL – formation of vehicular access, hardstanding and dropped kerb – 8 Mayfields, Kinnerley, SY10 8DQ**
Granted

b) Planning Applications dealt with under delegated authority in August

- i) **18/03570/FUL – proposed alterations and extensions – Landscape, Chapel Lane, Knockin Heath, SSy10 8ED.**
No Objection
- ii) **18/03363/FUL – formation of vehicular access, hardstanding and dropped kerb – 8 Mayfields, Kinnerley, SY10 8DQ**
Support

c) **New planning applications/appeals for decision** - To consider submitting comments and/or objections on the following:

- i) **18/04133/FUL – conversion and extension of barn to one holiday let, formation of parking, installation of septic tank drainage – Barn East of White House, Kynaston, Kinnerley**
Councillors carefully considered comments from neighbouring farm, feedback from site visit by two councillors, and documents/drawings submitted with the application. Some of the information had not been available when councillors had made a decision to support a previous application to convert a barn on the same site. Whilst it was recognised that the scheme represented a considerable improvement to the property, councillors felt that the underlying issues in relation to access and adequate parking had to be resolved if the scheme was to be successful. It was understood that these issues had been contended between parties for some time.
It was PROPOSED and AGREED (by a majority) to submit only comments on the application in line with this discussion.

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

No applications had been received.

Councillors were advised at this point by the Clerk that it was 9pm, and they could choose to suspend the remainder of the meeting and deal with it in October, or suspend Standing Orders and continue until the agenda was completed. Councillors AGREED (unanimously) to suspend Standing Orders and continue.

e) Local Plan Review

Cllr Green commenced with a verbal report feeding back from his attendance at a recent Shropshire Council Full Council Meeting on related matters. Cllr Cambridge asked if the report was necessary given the hour. It was **AGREED** that the information was important and would therefore be circulated in written form to allow councillors to fully absorb it.

Cllr Pinder left at this point.

95.18 FINANCE AND ACCOUNTS FOR PAYMENT

a) Receipts

None

b) Payments made before meeting

- Clerk's Salary August 2018 (includes holiday pay for 2017/18) - £960.08
- Clerk's Expenses for July 2018 - £83.75
- Fastrack Maintenance Ltd (Trading as Groundforce Landscape) - £254.57
- S Lawrence & Sons - £14.04
- ROSPA - Play Safety - £159.60
- Royal British Legion Poppy Appeal - £250.00

c) Payments for Approval

- i. Clerk's Salary for September 2018 - £666.38
- ii. Clerk's Expenses for August 2018 - £44.36
- iii. Fastrack Maintenance Ltd (Trading as Groundforce Landscape) – £254.57
- iv. HMRC- £122.69
- v. John Lewis (Heathwaen Hedge) £10

d) Invoices received after the Agenda has been sent out

None received.

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

e) Requests for Donations

Knockin and Kinnerley Cricket Club – Cllr Barclay had received no further communication on the matter.

f) Quarterly Figures

Deferred to October meeting.

96.18 CORRESPONDENCE – See list below

97.18 FEEDBACK FROM MEETINGS ATTENDED ONBEHALF OF THE PARISH

a) Town and Parish Council Forum held on 3/9/18

Written notes to be circulated as per minute 94.18 e).

b) Stakeholder Consultation Event LTP4 – Local Transport Plan for Shropshire – held on 19/9/18

Written notes to be circulated as per minute 94.18 e).

98.18 REQUEST TO MAKE TRUSTEE APPOINTMENT – KINNERLEY PAROCHIAL CHARITIES

A request had been received to fill the Trustee position formerly held by Cllr Bill Jones. Cllr Lorraine Jones volunteered to join the Trust on behalf of the Parish Council. This was **AGREED**.

The following correspondence was received and NOTED.

NALC	Chief Executives Bulletin
SALC	June Bulletin July Bulletin Training information – Better Planning Outcomes, Chairmanship Information on Building Connections Fund August Bulletin Information on Business Growth Support from Dept BE&IS Cancellation of training course
Shropshire Council	Community Led event on affordable housing Consultation on Licensing Policy Planning Compliance Briefing Note Connecting Shropshire update Consultation on Council Risk Based Approach Right Home, Right Place Newsletter Cabinet Forward Plan Community Enablement Team Review Shropshire HR – training event on mentoring Business Rates – Discretionary Relief Review – copy of presentation
Corbet School	Newsletter
Shrewsbury/Telford Hospital NHS Trust	Media Release on maternity service pressures
Healthwatch	#StartsWithYou campaign New Parents Mental Health
Police and Crime Commissioner	Breaking the Cycle campaign 'We Don't Buy Crime' project
School for Public Health Research	Request for information on Neighbourhood Planning experiences
U3A	Promotion flyer
Royal British Legion	Press Release on centenary poppy sculpture

99.18 DATE AND TIME OF NEXT MEETING

Monday 22nd October, 7pm, at Maesbrook Village Hall.

Meeting ended 9.17pm

Signed by Chair

Date