

Stottesdon and Sidbury Parish Council

Parish Council meeting held in Chorley Village Hall on Monday 23rd June 2014 at 7.30pm.

Present: Cllrs H Barratt (Chairman), R Abbiss, D Young, B Hamilton-Russell, T Casswell, S Steed and A Millington.

Unitary Councillor: Madge Shineton

Clerk: Mrs Freda Morris

Parishioners: 0

0) Public participation:

No public present.

1) Apologies for absence:

Cllr M Evans (work commitments). It was **RESOLVED to accept these apologies.**

2) Declaration of Interests

The Localism Act 2011, Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of member's interests maintained by the Monitoring Officer.

Cllr T Casswell declared a pecuniary interest in item 6 a – planning application at The Crest, Chorley as he is the applicant.

3) To confirm minutes of the meeting held on May 19th 2014:

An amendment to item e on page 880 should read 'money' not morning. With this amendment it was **RESOLVED to accept the minutes as a true record and were accordingly signed by the Chairman.**

4) Matters Arising from the minutes:

(a) Progress report:

Clerk's report as follows:

Internal audit:

All went well – report to read out later as this is an agenda item.

Lengthsman Scheme:

Matt Home from Willowdene is keen to carry on operating this scheme and confirmed that he has a man working there now who used to operate the scheme in the north of the county so he will pass on requests to him.

Clerk has requested that the grass verges are cut at junctions and on bends, any drains which are covered with leaves etc to be cleaned and also to trim and keep clean and tidy the bus shelter at Chorley.

The non expenditure on this was noted by the Internal Auditor as was the accounts should contain more information i.e. what work has been carried out for the hours claimed and is the work checked by anyone?

After discussions it was **RESOLVED that Councillors provide the Clerk with any problems which they feel need addressing through this scheme and these are sent to Willowdene as a 'task for jobs to be done' requesting that these jobs are completed within 3 months. If this work cannot be carried out in this time then the Parish Council will have to look at finding an alternative source to carry out this work. It was also agreed that the work carried out should be itemised on future accounts as per the Internal Auditor's request and reports should be sent to the Parish Council of work carried out on a regular basis.**

Potholes:

Graham Downes and Andy Oliver came out and looked at the Overton road following our last meeting and over 60 potholes were noted. SC contractors were due to come out the following day to repair the worst of these – no complaints that this has not been done so Clerk assumes that they have been filled.

Clerk has noticed that they have been carrying out some repairs on the roads but lots more work is needed.
Cllr Steed will look at this when she delivers the newsletters in this area and report back to the Clerk.

Newsletters:

Clerk has printed off 300 and the whole of Stottesdon has already been delivered. Could these be delivered a.s.a.p. due to coming events being advertised in it? Councillors took the remainder to delivery.

Training:

The Financial Regulations training event was well attended and Cllrs Barratt, Abbiss and Clerk attended this.

Cllr Barratt expressed concern that this session was too lengthy and could have been delivered in a morning and that the speaker did contradict himself numerous times.

Clerk pointed out that she was surprised that they were not aware of the £4 per week working from home allowance which has been in operation for numerous years.

Unitary Cllr Shineton took these comments on board and will investigate.

We now have to update our Financial Regulations and Clerk asked if anyone was interested in updating these. It was **RESOLVED that the Chairman and Clerk will update these and circulate before the next meeting.**

Insurance:

This was renewed with Came and Co although the policy was transferred to Hiscox which appeared to suit us better.

(b) Reply from SC re: Winterburn/Overton Road and Proposed works in parish:
This had been dealt with earlier in the Clerk's report.

(c) Reply from SC re: HGV sign:

Andy Oliver, SC reported: 'I have had a look at the HGV sign at the Sidbury junction and unfortunately I don't think it would be possible to move it any closer to the junction as I feel that it would not be visible from both directions without installing a second sign on the other side of the junction.

The other problem would be that if it were moved toward the junction it would be directly outside the property unless it was put right on the junction, at which point it would become unclear as to which road the sign is for.

I think the current position is visible from both directions and makes it clear that it is the Sidbury road which is unsuitable for HGV's.

Sorry I could not assist further on this occasion'.

(d) Reply from SC re: Bagginswood road complaint/reply from Ms Wagner:

Email from Graham Downes, SC:

'Following receipt of your email I would comment as follows:

Obviously, there is little that I can do to educate motorists of the dangers of driving at high speeds along narrow country lanes and I have great sympathy with the situation faced by the lady concerned. However, I can look at providing some additional SLOW road markings to reinforce any existing lining.

Regarding the condition of the carriageway I would state that we have the section from Six Ashes to Baveney Lane in the programme for carriageway patching in this financial year. The remaining sections will be included for consideration in future years maintenance programme. In the meantime we will obviously undertake routine inspections in line with Shropshire Council's inspection policy and arrange for any defects to be repaired'.

Clerk also confirmed that Ms Wagner had thanked the SC and PC for listening to her concerns.

(e) Reply from SC re: Trees, Rosebank:

Email received from Mr Sutton, SC:

'Thank you for your email, the contents of which are noted. I am afraid there was no time to reconult your Parish Council on the amended application, which arose from my conversation with the applicants. However, I attach a copy of my officer's report, for your information. This explains my reasoning behind the decision.

At this stage I would rather not put a TPO on the tree. The owners have voluntarily amended their plans and kept the tree and I would prefer to work with their co-operation, rather than risk losing any goodwill at this stage by placing a legal charge on their property. I would point out that the tree is still protected by virtue of its location within the conservation area and a notice would need submitting in advance of any further pruning work to the tree'.

(f) Any other matters arising:
None.

5) Chancel Repair Liability update – letter from Rev Resch:

Cllr Hamilton-Russell pointed out that all concerned had now received letters confirming that applications for CRL had been withdrawn.

Clerk read out the following letter received from Rev Resch:

4 June 2014

Dear Freda

I have recently heard from the Land Registry that all of our applications to withdraw the Unilateral Notices and Cautions against First Registrations in respect of Chancel Repair Liabilities in the parish of Stottesdon have been completed. I'm sure this is news that the parish council has been waiting for. The Parochial Church Council have also received news that they have been waiting for. The Charity Commissioners have informed us that our decision to withdraw from the process to register land carrying liability is reasonable in the circumstances and within the range of decisions that a reasonable body of trustees could have made. The CRL records will now be carefully filed with clear instructions to future clergy and PCCs not to revisit this topic.

If you would like any further clarification, then please feel free to get in touch with me.

With every blessing,

Colin Resch

6) Planning applications:

a1) Reference: 14/01709/FUL (validated: 04/06/2014)

Address: The Crest, Chorley, Bridgnorth, Shropshire, WV16 6PP

Proposal: Erection of a single storey orangery to rear

Applicant: Mr Tom Casswell

Cllr Casswell declared a pecuniary interest as the applicant and left the room whilst this was discussed by Councillors.

Some Councillors had visited the site and it was felt that the already approved alterations had turned a small house into a family home and it was **RESOLVED to fully support these plans.**

Cllr Casswell was called back into the room.

a2) Reference: 14/02234/FUL (validated: 11/06/2014)

Address: 4 High Street, Stottesdon, Kidderminster, Shropshire, DY14 8TZ

Proposal: Demolition of damaged wall; re-building of 1.4m high boundary wall to front

Applicant: Mr David King

No site visit had been arranged as this application could easily be viewed from the roadside.

After discussions it was **RESOLVED to support these plans.**

b) Any others received after issue of agenda:

No further plans received.

c) Planning permissions/refusals:

Reference: 12/04279/FUL (validated: 26/10/2012)

Address: Upper Northwood Farm, Northwood Lane, Northwood, Stottesdon, Shropshire, WV16 6PT

Proposal: Conversion of 2 redundant farm buildings to 4 residential units; alterations to existing vehicular access; installation of foul drainage system

Decision: Grant Permission

Cllr Abbiss queried whether the planned drive was still through the field as she had been unable to access the plans online. Chairman confirmed that this was the case despite the PC asking for this to use existing driveway.

7) SALC report:

Cllr Abbiss reported the following:

- Bulletins sent out contain lots of information including CIL.
- Executive Committee Vice Chairman is no longer eligible to be part of the Committee as he is no longer a Parish Councillor.
- Kate Gardner attended last meeting and talked about LJC's.
- Transformation Challenge.

A brief report was also given on the Garden Party attended at Buckingham Palace.

8) Unitary Councillor's report:

Unitary Cllr Madge Shingleton reported on the following:

- Medical Centre at Cleobury Mortimer is now open and is a superb set up. This has been built to a very high spec. The Director of Public Health visited this with Cllr Shingleton and was very impressed and went away wondering what else could be done in Cleobury Mortimer to make use of this excellent facility (screening/tele medicine could be options). An official opening by Philip Dunne, MP is planned for July 18th between 12.30pm and 1.30pm and an invite has been extended to the local Parish Councils.
- The Chemist shop has moved into the new Medical Centre with varying views about this.
- 292 bus which affects Ludlow and Kidderminster College – times have been re-jigged and sent back to SC from Worcester Council but no firm answers have yet been given regarding this service.
- Lengthsman Scheme – Evidence of work carried out needs to be provided monthly/2 monthly/quarterly otherwise money will be stopped.
- LJC at Cleobury Mortimer – Committee agreed that they wanted to 'stay together' and hold meetings to discuss any local issues/change of legislation which will give an opportunity to bring Officers in for updates. It is hoped that there will be an update on the libraries once the report from the portfolio holder, Gwilym Butler, has been through full Council.
- SALC confirmed that the Chief Executive from the Clinical Group will attend the AGM in November.
- Highways – Cllr Shingleton met with SC and Ringway and they explained in detail how the system works regarding highway repairs and the permit scheme that is in operation. Once a problem is reported it could take 3-5 months to go through this system. Road closures were also explained. SC cannot put in plan of work until April when they have the money and Cllr Shingleton will be taking up these problems with the portfolio holder.
Cllr Shingleton confirmed that she also asked if they had a system in place which indicates that when a temporary pothole filling has taken place that this is flagged up that a permanent repair needs carrying out at a later date – this does not happen.
Highways officer meets with Ringway once a week and go through work which is required.
It was **RESOLVED that a letter is sent to Chris Edwards and Clare Wild expressing concern that the system in place takes such a long time to get repairs carried out and highlight Rays Farm road and Overton road.**

9) Financial matters:

a) Outstanding payments:

Mrs F Morris - £88.76 expenses – this includes £26 half yearly working from home contribution as Clerk had only claimed £3 per week when it is in fact £4 per week.

Mrs F Morris – salary - £xxx

HMRC PAYE - £119.35

Viking Direct - £100.04 (paper and ink cartridges)

It was **RESOLVED to pay these accounts and signatories instructed to sign cheques.**

b) Income since last meeting:

£0.39 interest

£447.81 VAT return

c) Bank statement:

Produced and initialled by Chairman.

d) Year end Accounts/Internal Audit report/Annual Return completion:

Annual return:

Clerk provided copies to Councillors and read out the questions which needed answering in section 2 (Annual Governance statement) and also section 2 (Accounting statements). Councillors confirmed both sections and it was **RESOLVED that the Chairman and Clerk sign the Annual Return.**

Internal Audit report:

Clerk read out the report which was accepted by Councillors and the Chairman thanked the Clerk for all her work. Clerk pointed out that this had arisen at the Financial Regulation training and the Internal Auditor felt that this was a good idea and would be happy to assist with this. It was **RESOLVED that a letter of thanks be sent to Mrs Val Hill and also to ask her to submit an account for her time/expenses or perhaps nominate a Charity the PC could make a donation to. It was felt that if a payment is made then this shows the PC to be 'open and transparent'. Clerk was asked to check this out first.**

10) Parish matters/problems:

a) Parish problems:

- Deep pothole on Bagginswood/Six Ashes road just before Overwood Farm. Clerk confirmed that she had been reported to SC and it had also been reported by Cllr Shineton.
- Street Name signs – Clerk will write to SC for an update. It was also suggested that the PC offer to pay for these.
- Seeding motorists – registration details required but legally they can drive on most of our roads at 60mph.

b) Parish Watch:

Cllr Hamilton-Russell had nothing to report.

Clerk confirmed that emails received had been forwarded to Cllrs and Parishioners.

Clerk also pointed out that a man from Road Tek had been in Chorley offering to sell left over tarmac to some residents following work being carried out in the area. SC is unaware of any work but it could be for Severn Trent or one of the Utility Companies but advised to refuse the offer – this had been done by 2 businesses being offered this.

11) Co-option – new Councillor:

No volunteer but Clerk had put an item in the newsletter again.

12) Standing Orders/Financial Regulations update following training session 16/6/14:

It was **RESOLVED that Chairman and clerk look through these documents and discussed as an agenda item next month.**

13) Correspondence:

All noted as received unless comments made:

Emails forwarded include:

SALC Bulletins

RSN newsletters

Shropshire Rural Hub newsletter

SC – alterations to electoral roll

Insurance Policy/receipt

SALC – response from Nick Boles, Planning Minister

Mr Kelsey – blocked drain at The Square/reply from SC. This had been dealt with under Clerk's report.

Chorley Show sign request for information/SC reply

SALC – Connecting Shropshire Broadband update

Report on the Bus User's meeting in Bridgnorth

SALC – Chairmanship training – 15th July 6.30pm-9pm, Shirehall. Cllrs Barratt, Steed and Abbiss will attend and will confirm this to Clerk a.s.a.p.

Any others received after issue of the agenda

RSN newsletter

HMRC information Bulletin
SALC – Questionnaire for Rural Housing Policy – completed at meeting.
Rural Revitalization Planning for climate change conference 4th December in London
Local Works Campaign for Parish Councils to sell electricity.
MP update
SALC – Woodlands Trust information
SC – Polling Districts and Polling Places reviews – completed at meeting.

14) Planning site visits:

Chairman had asked the Clerk to investigate any criteria regarding this and SALC had provided a document. Chairman read out some points and it was **RESOLVED that a document could be produced for use by the PC and Chairman and Clerk agreed to do this for next meeting.**

15) Community litterpick:

Clerk had been approached by a resident whose daughter needed to carry out 'Community' work for her Duke of Edinburgh Award and Clerk suggested a litter pick. An item has been placed in the newsletter and the Chairman and Clerk confirmed that they would happily help with this. Cllr Steed confirmed that she regularly litter picks around Wrickton. It was **RESOLVED that the Clerk looks into the purchase of some litter pickers.**

16) Date of next meeting:

July 28th 2014.

17) Update: Car parking/playing field **::

***Due to the confidential nature of the business to be discussed under item 17 the public and press shall be excluded under s1 (2) Public Bodies (Admission to Meetings) Act 1960 as amended*

No public or press were in attendance.

Clerk reported that she had contacted Matt Home regarding the provision of a playing field and he promised to speak to the landowner over the weekend but he knew that the first question would be 'what does the Church want out of this?'

Cllr Barratt had sent for details of the covenants on this land from the Land Registry and would provide the Clerk with a copy as soon as these are received.

Clerk was asked to chase Matt to see if he had spoken to the landowner and also if he was prepared to speak to a couple of Councillors.

There being no other business the meeting closed at 9.40pm.

Cheques written:

Mrs F Morris - £88.76 expenses

Mrs F Morris – salary - £xxx

HMRC PAYE - £119.35

Viking Direct - £100.04 (paper and ink cartridges)

Signed: Chairman

Date:

These minutes were approved at the Parish Council meeting on July 28th 2014.