

KINNERLEY PARISH COUNCIL

Minutes of the Meeting of the Council

Held Kinnerley Parish Hall

Monday 22nd July 2019, at 7.00pm

PRESENT

Cllrs Nick Barclay (Chair), Charles Green, Alan Lewis, James Peto, John Pinder, Sharon Quayle, Richard Greening, Lorraine Jones, Peter Clarke, Maurice Jones

APOLOGIES

Cllr Mandy Chapman (holiday)

CLERK

Ms Marian Giles

MEMBERS OF THE PUBLIC

8 members of the public were in attendance

47.19 DECLARATIONS OF INTEREST AND DISPENSATIONS

- a) No declarations of interest were made
- b) No dispensations were required

48.19 MINUTES OF COUNCIL MEETING DATED 24th JUNE 2019

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

49.19 PUBLIC PARTICIPATION SESSION

Two Maesbrook residents spoke about the proposed location of the second Vehicle Activated Sign Unit (VAS), and their concerns about the lack of consultation by the Parish Council. Cllr Barclay apologised for not consulting the Orchard Park Residents' association as part of the wider implementation exercise, as he was unaware of their existence as a formal group.

One Knockin Heath resident appealed to the Parish Council to renew their concerns about the proposed development of 5 affordable homes in Knockin Heath, and emphasised his concerns about the sustainability of the site.

Three Edgerley residents spoke to confirm that they were attending in support of their planning application to be considered later on the agenda.

50.19 PARISH MATTERS

a) Relocation of Second VAS Unit in Maesbrook

Councillors considered a detailed letter of objection from the Orchard Park Residents' Association and noted their preference for location A for the second unit. Cllr Green felt that the data recently downloaded from the first VAS unit suggested very strongly that this location was too close to the de-regulated sign, and would not therefore have a significant impact on speed control. His preference was for location D.

At the invitation of the Chair, councillors agreed to suspend standing orders to allow a member of the Orchard Park Residents' Association to respond.

Standing Orders were then resumed.

Councillors debated various options, including holding a local meeting in Maesbrook to appraise local residents of the data now available from the first unit, and to seek their views on a way forward. The Clerk was also instructed to seek further technical guidance from David Gradwell of Shropshire Council in light of the new data.

Cllr Barclay concluded the debate by stating that there were a number of unanswered questions, and that the final decision would therefore be deferred until the September meeting.

b) Reports

- i) No direct report had been received from the local community policing team, but a newsletter had been received from the new local policing commander, Superintendent Mo Lansdale, who outlined local team priorities as:-
- Safer Homes
 - Safer Roads
 - Travelling Criminality
 - Disrupting Serious and Organised Crime
- ii) No report had been received from Cllr Matt Lee.

c) Report from Clerk

A written report had been circulated with councillors' papers and was taken as read. It was noted with thanks that Cllrs Greening and Quayle had cleared and seeded the bus stop area, and that Cllr Peto had emptied the bins in the play area. The Clerk confirmed that with the assistance of Corrie Davies, she had identified the person within Shropshire Council to speak to about paying for the bins to be emptied by their contractor. The report was duly **NOTED**.

d) Play area Repairs – for Update and Decision

Councillors considered a short report circulated at the meeting covering the four options in respect of an improvement of the landing area for the slide. **Following debate it was RESOLVED (unanimously) to choose Option 4 ie make no alteration to the landing area of the slide.**

e) Selection of Contractor for Tree Work

Councillors considered prices for the specified tree work from five contractors. The timing of the work was also debated with councillors agreeing that the first or second week of September would avoid clashing with playground repairs and the school holiday period.

Following debate councillors RESOLVED (unanimously) to accept the quote from Rowan Tree Care subject to them being able to complete the work in the weeks identified. If they were not able to meet this timeline, the contract for the work to be awarded to Woodpecker Tree Surgeons (same condition to apply).

f) To Report any other identified Parish Matters

It was **AGREED** that the grounds maintenance contractor should be asked to spray ivy on the church wall on their next visit to the churchyard at a price (agreed with them) of £25.00. This as a precursor to its safe removal.

g) To Report other Identified Highways Matters

No new matters were identified.

51.19 PLANNING

a) To receive details of planning application/appeal decisions

- **Application for Lawful Development Certificate – for information only**

19/02827/CPE – Application for Lawful Development Certificate for the existing use of property known as Tir-y-Coed, Melverley, Shropshire

Duly Noted

b) Planning Applications/appeals for decision

19/02965/FUL – Oakleigh Farm, Edgerley, Kinnerley, Oswestry, Shropshire

Conversion of agricultural building to a single dwelling

Councillors debated this application and RESOLVED (unanimously) to offer it their full SUPPORT.

c) To consider any planning applications received after the agenda was sent out

19/03173/AMP – Relating to Application **17/03448/FUL**

Cllr Green had spotted this amendment to an existing permission which appeared to be proposing substantive changes to one dwelling, including alteration of the roofline and creation of a fourth bedroom. The Clerk confirmed that no re-consultation letter or formal notification of the application had been received from Shropshire Council. The Clerk was therefore **INSTRUCTED** to write to the relevant Planning Officer asking why the Parish Council had not received prior notification and requesting the opportunity to make a further response to the amended application.

d) **19/00564/FUL – Land to South of Knockin Heath Shropshire**

Councillors considered the additional submissions made by the applicant in respect of this application. The relevant Planning Officer had confirmed that the applicant had been asked to carry out sequential testing. Once he had received all the information from the applicant, the Parish Council would be formally re-consulted on the application.

e) **Arrangements for Dealing with Urgent Planning Matters in the August period**

It was **AGREED** by councillors that any routine planning matters be delegated to the Clerk, Chair and Vice Chair for response in the August period. Any substantive matters would be circulated to all councillors for comment.

f) **Local Development Plan**

Cllr Green updated the meeting on the current consultation on the large strategic housing sites in the County. It was proposed and **AGREED** that the Parish Council did not need to become involved in this part of the consultation.

Cllr Green also referred to the Draft Oswestry Local Economic Growth Strategy 2017-2021 which had been circulated to councillors via e-mail. A formal public consultation period of 6 weeks formed part of the wider consultation exercise for the document. Cllr Green suggested that any further consideration of the document and response to it be delegated to the Local Plan Review Group. This was **AGREED**.

52.19 FINANCE AND ACCOUNTS FOR PAYMENT

a) **Receipts**

None received.

b) **Payments made before meeting**

None.

c) **Payments for Approval**

- Clerk's Salary for July 2019 - £683.80
- Clerk's Expenses for June 2019 - £93.11
- Lawrence Direct – £10.30
- M.I. and TEM Pritchard – grounds maintenance for June - £604.99
- Information Solutions – web hosting- £228.00
- Scottish Power – electricity charges for street lights - £105.84
- SALC – training course Cllr Greening - £27.00

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

- Richard Greening – expense claim - £10.00
- Kinnerley Parish Hall – room hire - £30.00

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

e) **Delegated Authority for the Clerk to pay August salary/expenses and urgent payments in August period**

It was **AGREED** by councillors that the Clerk should make the August salary/expenses payment and any other urgent payments in the period with the usual dual authorisation arrangements in place.

f) **Quarterly Accounts for Period to End of June**

The first quarter accounts were considered and discussed by councillors. No concerns or questions were raised, and they were therefore duly **NOTED**.

g) **Donation to CAB**

The Clerk reported that there appeared to be some anomaly with the CAB donation which had been refused by their bank. A letter had been written to the Chief Executive asking for clarification.

h) External Audit 2018/19

The Clerk reported that PKF Littlejohn (external auditors) had written to say that the Parish Council was £42 within the £25k limit for exemption from further scrutiny. They recommended that an Exemption Certificate be signed (particularly as no substantive matters had been raised by the internal audit). This would also save £200 on the audit fee. The Clerk had consulted with the Chair and Vice Chair and submitted the Exemption Certificate duly signed. This had to be done by the 16th July. The audit process was therefore at an end for 2018/19 year. This was duly **NOTED** by councillors.

53.19 PENSION ENROLMENT REVIEW AND REDECLARATION

Councillors **NOTED** the content of the report and that the review had now been concluded.

54.19 CORRESPONDENCE – See list below

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

CORRESPONDENCE RECEIVED

NALC	
SALC	Recruitment and Selection Breakfast Briefing #Love Parks Briefing June Information Bulletin
Shropshire Council	Consultation advice on Review of 'A' Board policy Review of polling districts and places Affordable Housing Newsletter Review of Banners, Bunting and Christmas Lighting Policy
Shropshire RCC	Article on Working with Village Halls
OPCC	Info sought on community newsletter contacts
VCSA	Newsletter

55.19 DATE AND TIME OF NEXT MEETING

Monday 23rd September 2019 at Kinnerley Parish Hall at 7pm.

Relevant councillors were also reminded that the CIL Working Group meeting was on Thursday 8th August, starting at 2pm. The CIL meeting would be immediately followed by the re-scheduled HR Sub Committee.

Meeting ended 8.20pm

Signed by Chair

Date