

## KINNERLEY PARISH COUNCIL

**Minutes of the Meeting of the Council  
Monday 23<sup>rd</sup> November 2020 at 7.00pm**

**Held Remotely by ZOOM**

### **PRESENT**

Cllrs Nick Barclay (Chair), Charles Green, Sharon Quayle, Peter Clarke, James Peto, Mandy Chapman, Alan Lewis, Lorraine Jones, Lorna Baker, Richard Greening

### **APOLOGIES**

Cllr Maurice Jones

### **MEMBERS OF THE PUBLIC**

Thirteen members of the public attended the meeting

### **CLERK**

Ms Marian Giles

### **75.20 DECLARATIONS OF INTEREST AND DISPENSATIONS**

a) No declarations of interest were made or identified.

b) **Councillors formally RESOLVED to grant Councillor Maurice Jones a dispensation from the 6 month absence rule, in view of his continuing technical difficulties in accessing the meeting remotely, resulting in him not being able to 'attend' Parish Council meetings during Covid restrictions.**

### **76.20 MINUTES OF COUNCIL MEETING DATED 26<sup>th</sup> OCTOBER 2020**

The Minutes were submitted and circulated as read. **It was RESOLVED (unanimously) that the minutes of the meeting be approved. Minutes to be subsequently signed by the Chair (once Covid 19 restrictions permit) as a correct record of that meeting.**

### **77.20 PUBLIC PARTICIPATION SESSION**

Cllr Barclay asked if there were any members of the public attending to raise non SNWRR related issues. There were not. It was therefore agreed to move to agenda item 5) and to allow for questions to follow by suspending standing orders.

### **78.20 SHREWSBURY NORTH WEST RELIEF ROAD PROPOSALS (SNWRR)**

Cllr Peter Nutting apologised for the absence of Cllr Matt Lee, unitary councillor for the Parish. He confirmed that an alternative candidate had been selected to stand as a representative for the Conservative Party at the May 2021 elections.

Cllr Nutting spoke to the issue of the Shrewsbury North West Relief Road Proposals (SNWRR), confirming that the project was one he was keen to see delivered in terms of the socio-economic benefits it delivers. For this reason, he had come to the view that the road project would be better separated from the flood defence proposals being put forward by the Severn Partnership and the Environment Agency. He felt the flood defence proposals were still at the 'high concept' stage and

would take considerably longer to resolve. A lot of detail needed to be worked through before definitive answers could be provided to people's questions. His understanding was that the Environment Agency proposed employing a person full time to deal with community relations in relation to the proposals.

Cllr Barclay thanked Cllr Nutting for this information and invited questions from councillors. Following councillor questions **it was proposed and AGREED that standing orders should be suspended to allow for further questions from members of public in attendance.** Concern was expressed that officers attending other public meetings related to the issue were still talking of a combined scheme. Cllr Nutting underlined the point that councillors are responsible for decision making, and not officers.

Councillor Barclay thanked Councillor Nutting and all attendees for their interest and proposed standing orders be resumed. **It was AGREED that standing orders be resumed at this point.**

## **79.20 REPORTS**

a) No apologies or report had been received from Cllr Lee. Cllr Nutting confirmed that a new candidate would be put forward in the May elections by the Conservative group within Shropshire Council. In the meantime, Cllr Nutting was happy to attend meetings and to assist with any queries or concerns. Cllr Nutting reported on a number of issues relating to Covid response, Adult Social Care Planning and budget pressures for Shropshire Council going forward. He proposed that information relating to the longstanding Highways issues where the Parish Council had been waiting for a response be sent to him to see how he could assist in clarifying/progressing matters. Cllr Green raised the issue of the proposed 7 week consultation period for the Local Plan Review which fell over the Christmas period. Cllr Nutting was clear that the consultation period would not be extended, and he objected to the characterisation of the decision as being 'cynical'.

b) Apologies had been received from the community policing team, who had provided a report on recent issues arising in the Parish. This was read out by the Clerk and included only one 'suspicious vehicle' report and information on recent distribution to older residents in the village of 'no cold caller' stickers.

c) The Parish Clerk made a verbal report on the new Mountside light which was now on order, and on the request for HGV related signage at Long Lane, where no further response had been received following initial agreement to survey location.

## **80.20 PARISH MATTERS**

### **a. VAS Locations/Speed Control in Knockin Heath**

The Parish Clerk had a long list of 19 companies who provided traffic survey work. A short list of the most local would be prepared, and contact made to request proposals for a phased traffic survey in the Parish, ie Knockin Heath through to village centre, village centre to Willow Grove development, and Pentre/Edgerley. An application would also be made to the Police Commissioners Safer Roads fund for match funding to facilitate this work. A report would be available for councillors at the January meeting, to enable a suitable contractor to be chosen. The Clerk had also spoken to Cllr David Spicer from Ruyton XI Towns about their traffic calming/speed control scheme which had recently been awarded £225,000 Local Fund CIL. The

scheme was particularly interesting because it was seeking to place the emphasis on designing out speed rather than relying on enforcement methods. With the benefit of independently verified data from a traffic survey, a LF fund bid for the Parish might become a feasible option. Councillors **NOTED** progress.

**b. Nomination of New Trustee for Appointment to Kinnerley Parochial Charities**

A background report to the circumstances of the vacancy for a Trustee had been provided by the Clerk (who corrected the name of the resigning Trustee to Ken Evans). Based on the report it was **proposed and formally RESOLVED (unanimously) that the Parish Council nominate Mrs Marilyn Hunt of Kinnerley Primary School to become a Trustee of Kinnerley Parochial Charities for a maximum terms of 4 years.**

**c. RoSPA Reports on Play Area**

The Parish Clerk reported verbally on preparation of a short action plan of issues identified as 'medium risk' by the RosPA report, with a view to procuring a suitable contractor to undertake the work. This to be agreed at the January meeting. Cllr Greening's recent inspections of the play area had revealed that one of the swing seats in the play area was showing signs of damage (possibly from abuse). Cost of replacement to be included provisionally in 2021 budget. Consultation on possibility of additional equipment (and whether this should be for adults or children) to be included in Telescope, website etc. Standing water in corner of fenced play area to be monitored.

**d. Reports of any Additional Parish Matters**

Cllr Quayle raised the issue of trees from the play area overhanging some graves in the burial ground. Cllr Quayle to send photos to the Clerk with a view to her negotiating with the tree team about a modest pruning exercise.

**e. Reports of any additional Highways Matter**

Cllr Clarke asked about a response to the issue of speeding raised by a Willow Grove resident. The Parish Clerk had already provided an initial response but would update with proposals in relation to phased traffic survey work.

**81.20 PROPOSAL TO FORM A WORKING GROUP FOR FLOOD/SNWRR RELATED ISSUES**

Cllrs considered draft Terms of Reference for the Group prepared by the Clerk. These were **AGREED** (unanimously) without amendment. It was further **AGREED** to establish a core group of councillors ie Cllrs Barclay, Green, Chapman, Jones, and Baker. All councillors would be circulated with the dates of planned meetings and were free to attend. An inaugural meeting via Zoom would be arranged by the Clerk in early December. First meeting to decide on chairing arrangements and extended membership/attendance by external interested parties.

**82.20 PLANNING**

**a. To receive details of planning applications/appeal decisions from Shropshire Council**

None received

**b. Planning applications for decision**

- **20/04372/TCA** – Crown reduction of 30/40% and pruning to top and sides of Copper Beech Tree within Kinnerley Conservation Area

Kinnerley Play Area, to rear of Parish Hall.

As this is a Parish Council application, **it was RESOLVED to support the application.**

- **20/04572/FUL** – Erection of two storey and single storey extensions to dwelling and double garage  
Station House, Maesbrook, Shropshire, SY10 8QG  
Following discussion councillors **RESOLVED to support the application subject to the extensions being ‘in keeping’ with the existing building, and the mitigation of any flood risks to the property.**
  
- c. **To consider any planning applications received after the agenda was sent out**  
**20/04659/FUL** – Erection of two storey side extension  
2 Brookside Cottages, Pentre  
Following discussion councillors **RESOLVED to continue to support this application, subject to appropriate flood risk management measures**
  
- d. **Delegated powers for December period**  
Councillors **RESOLVED to grant delegated powers to the Chair, Vice Chair and Clerk to respond to non-contentious planning matters directly in the December period.**

### **83.20 UPDATE ON CIL SPEND PRIORITIES FROM CIL WORKING GROUP**

Councillors considered an updated report on progress made on identified priorities prepared on behalf of the CIL Working Group. The recommendations within the report were duly **NOTED.**

### **84.20 FINANCE AND ACCOUNTS FOR PAYMENT**

#### **a. Receipts**

None

#### **b. Payments for Approval**

- i) Clerk's Salary for November 2020 (including honorarium of £107.28) - £794.82
- ii) Clerk's Expenses for November 2020 (includes diary/stationery) - £68.89
- iii) M.I. and TEM Pritchard – grounds maintenance for September - £633.00
- iv) HMRC - tax and NI on clerk's salary - £58.70
- v) Highline – Install shield to light outside 1 Mountside/Moorcoft - £85.80
- vi) Highline – inspect light outside Greenfields Farm - £26.50

#### **c. Invoices received after the agenda has been sent out**

PKF Littlejohn – External Audit Fee - £240.00

**Cllrs RESOLVED that the above payments be APPROVED for payment and bank signatories INSTRUCTED to sign cheques/authorise electronic payments where appropriate**

#### **d. Delegated powers for December period**

**Councillors RESOLVED to grant delegated powers to the Chair, Vice Chair and Clerk to pay invoices and payroll commitments in the December period**

**85.20 ANNUAL AUDIT – CONCLUSION OF AUDIT**

A letter had been received from PKF Littlejohn concluding the 2019/2020 audit and raising no issues of concern. This was formally **NOTED** by councillors.

**86.20 NJC SALARY AWARD – RELATED INCREASE IN LEAVE ENTITLEMENT**

Councillors considered NALC Employment Briefing EO2-20 outlining the award of an additional day's leave (or equivalent pro rata) from 21 to 22 days, backdated to April 2020. **Councillors formally NOTED the award and INSTRUCTED the Clerk to make the appropriate changes to holiday allowance within the Contract of Employment for the Clerk.**

**87.20 CORRESPONDENCE**

Correspondence received by the Clerk was duly **NOTED**.

**88.20 DATE AND TIME OF NEXT MEETING**

Next full Parish Council Meeting to be held on Monday 25<sup>th</sup> January 2021 by ZOOM.

**Meeting ended at 8.40 pm**

Signed by Chair .....

Date .....

DRAFT