

KINNERLEY PARISH COUNCIL

Minutes of the Meeting of the Council

Held at Kinnerley Village Hall

Monday 25th March 2019, at 7.40pm

PRESENT

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

APOLOGIES

Cllr Lorraine Jones (work commitments)

CLERK

Ms Marian Giles

UNITARY MEMBER

Cllr Matt Lee

MEMBERS OF THE PUBLIC

Two people in attendance

19.19 DECLARATIONS OF INTEREST AND DISPENSATIONS

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

20.19 MINUTES OF COUNCIL MEETING DATED 25th FEBRUARY 2019

The Minutes were submitted and circulated as read. It was proposed by Cllr Pinder and seconded by Cllr Green that they should be accepted as an accurate record of the meeting. **It was RESOLVED (unanimously) that the minutes of the Council meeting be approved and signed as an accurate record of that meeting.**

21.19 PUBLIC PARTICIPATION SESSION

Dr Peter Clarke asked whether it was possible for the Clerk to put minutes of meetings on to the website as a draft after the relevant meeting, without having to wait for them to be approved at the next available Parish Council Meeting. His concern was that members of the public were unable to access decisions made by the Parish Council for at least 5 weeks. The Clerk stated that the Transparency Code for Smaller Authorities recommended that draft minutes be available no later than 4 weeks after a meeting had occurred. She therefore had no personal objection to publishing draft minutes of meetings as soon as they were completed. The Chair canvassed his colleagues for their view. With some reservations it was **AGREED (unanimously)** that the Clerk would put draft minutes on to the Parish Council website at the earliest practical opportunity.

22.19 PARISH MATTERS

a) Reports

- i) PC Moth had not provided a written report for the meeting and it was suggested that he may have left his post and been replaced. Clerk to clarify before next meeting.
- ii) Cllr Matt Lee had provided his report earlier in the Annual Parish Meeting in which he confirmed that he had managed to secure a replacement goal post for the playing field as promised.

b) Report from Clerk

A written report had been circulated with councillors' papers and was taken as read. The Clerk verbally updated councillors in relation to item 2c) where a confirmation of terms for surrender of the lease had been received from Mr Michael Watney of Balfours since the report had been written. The only additions to the list in the report, were the requirement for a householder on the right hand side of the entrance to the field to re-instate a post and rail fence he had removed, and a requirement to pay £250 plus VAT towards Balfours fees in the matter. Cllrs Green and Quayle had attended the site meeting with the Clerk and Mr Watney, and felt that his

terms were not unreasonable. The Clerk also pointed out that Mr Watney had taken the 24th March to be the date for surrender of the lease, giving until the 24th June for all the necessary actions to be carried out. Cllr Quayle volunteered to take a generic notice letter round to local residents, and to work with Cllr Greening to remove the abandoned benches and post from the field. The report was duly **NOTED**.

c) Street Lighting Condition Survey

The report on bracket and lantern condition for each light provided by Highline Electrical Ltd had been circulated with papers for the meeting by the Clerk. This provided a risk rating for each lantern/column with a risk factor of 4 or 5 recommended for replacement within the next few months on a health and safety basis. Cllr Greening asked when the remainder of the lights would be changed to LED. The Clerk responded that the action plan had initially anticipated a first phase of LED replacement in financial year 2018/19. As this phase had been delayed it was likely that the first phase of lights identified with a risk factor would be undertaken in the first quarter of 2019/20 financial year, and the small number of lights remaining completed in a second phase as and when they required repair, and definitely before the end of the 2019/20 financial year. After further consideration of the dimming period proposed, **Councillors considered the recommendations within the report and RESOLVED (unanimously) as follows:**

- i. **To commission a replacement plan based on the Highline Electrical Ltd condition survey for those brackets/lanterns in a risk category of 4 or 5**
- ii. **Replacement of SOX fittings with Holophane S-line fittings**
- iii. **A factory set dimming of 50% from midnight to 5.30am**

d) Tree Safety Report

A report summarising the feedback from the full Tree Safety Report and proposing next key actions was circulated by the Clerk at the meeting. The recommended key actions within the report were as follows:-

- i. Prepare a specification with the information provided for all remedial work falling within the three month timeframe. Prepare a list of at least three suitable specialist contractors and ask them for price quotations for the work in line with the requirements within the Financial Regulations for works between £3,000 and £30,000 (11.1h).
- ii. At the same time, make application to Shropshire Council for permission to undertake tree work in a Conservation Area for all priority works of any significance identified.
- iii. Arrange a meeting with the Church Wardens from St Mary's Church to discuss the report's findings, and in particular, the recommendation to develop a management plan for the two ancient yew trees in the churchyard.
- iv. Liaise with Mr Blessington in relation to recommendations for a tree replacement/replanting policy for the Parish.

Following discussion, councillors **AGREED these key actions and RESOLVED (unanimously) that they should be undertaken on the basis outlined.**

e) Feedback from Helicopter Noise Liaison Group

Cllr John Pinder had attended a meeting of the Group at Shirehall with 18 Councils represented. Only 1 complaint had been received in the period from a Kinnerley resident, and there were a total of 5 per month against 23 per month in previous years. Flying hours will be increasing in the future as more students were to be trained at the base. Proposals for the crematorium proposed for Nesscliffe had been mentioned at the meeting. Cllr Barclay expressed regret that the Parish Council had not been included in the formal consultation. As the decision had been deferred and the application appeared to have stalled Cllr Quayle proposed that it simply be **NOTED** at this stage.

f) To Report other Identified Parish Matters

None were raised

g) To Report other Identified Highways Matters

A number of matters were raised by councillors:-

- The recent flooding had washed the bollards away at the Quabbs.
- The owner of the first house on Bankfields Lane appeared to have created an entrance on to the road from their drive, including the creation of a concrete slab on the road itself. This was a trip hazard to both pedestrians and cyclists

23.19 PLANNING

a) To Receive details of Planning Applications/Appeal Decisions

18/04866/FUL – Grange Farm, Edgerley, Kinnerley. Formation of vehicular access to serve barn conversion
Decision - Permission Granted

16/04719/FUL – residential development opposite Kinnerley School. Erection of residential development of 18 no dwellings, formation of vehicular access.

Decision – Permission Granted

Cllr Green noted that a number of conditions had been attached to the permission, including:-

- Taking care over badgers (work must cease two hours before sunset)
- Carrying out an archaeological investigation
- Not cutting back trees
- Putting in a footpath and a crossing point to the school
- Completing the car park for the school before any houses are occupied (plan shows 10 spaces)

Cllr Green felt residents local to the scheme might wish to monitor whether these conditions are adhered to.

19/00303/FUL – 1 Orchard Park, Maesbrook. Single storey extension (retrospective application).

Decision – Permission Granted

b) Current Applications/Appeals for Decision

None received

c) To Consider any Applications received after agenda sent out

None received.

d) Shropshire Local Plan Review

Cllr Green gave a brief verbal update noting that a decision had been taken at the Shropshire Council Cabinet Meeting on 20th March for officers to enter into talks with developers and neighbouring authorities over three 'Strategic' sites, Tern Hill, Buildwas Power Station and the Bradford Estate. There is expected to be another round of consultation on these sites and on policy in mid-June 2019, and then the final Plan will be deposited late this year. There will then be another six week period for comments before the formal examination by the Planning Inspector.

e) Results of Housing Survey

Cllrs Barclay, Green and Peto had met with officers at Shirehall on 5th March to receive a presentation of a draft report on the survey results. Cllr Green had subsequently sent a number of detailed observations and questions to the team. The draft report circulated to councillors at the meeting was therefore an evolution of the one originally presented, but not the finished article, and for this reason councillors had been asked not to circulate it beyond the meeting. The interpretation of the survey results had enabled Carol Clarke (Housing Enabling Officer for the North of the County) to make a statement in relation to the current planning application (19/00564/FUL) for the 5 affordable houses in Knockin Heath that "In addition to this we have just completed a housing needs survey for the parish which shows the need for 8 affordable rented homes, again all of these currently live in the Parish. The 5 units provided on this site will go some way to meeting this identified need for affordable rented homes in this area".

24.19 FINANCE AND ACCOUNTS FOR PAYMENT

a) Receipts

None

b) Payments made before meeting

None

c) Payments for Approval

- i. Clerk’s March 2019 - £666.38
- ii. Clerk’s Expenses February 2019 £88.34
- iii. Lawrence Direct - £59.00
- iv. Highline Electrical Ltd - £298.80
- v. Shropshire Council (Tree Survey fee) - £360.00

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) Transfer to Unity Trust Bank

The Clerk had received confirmation from Unity Trust Bank that the proof of identity documents had been safely received and that it would take approximately 5 days for the account to be formally opened. At the April meeting councillors would need to address the issue of how much of the balance held in the Bank of Scotland account to transfer to the Unity account. The precept and Neighbourhood Fund CiL would be received in the Bank of Scotland account on 26th April.

25.19 CORRESPONDENCE – See list below

The following correspondence was received and NOTED.

CORRESPONDENCE RECEIVED

NALC	Legal Update on GDPR and planning information
SALC	March Information Bulletin Information on Shropshire Council consultation on travel assistance for nursery/post 16 students
Shropshire Clinical Commissioning Group	Press release on appointment of new Accountable Officer
Shrewsbury and Telford Hospital NHS Trust	Press release on specialist team Press release about Cervical Screening
Shropshire Council	Information bulletin on new Place Plan officers Various notifications of road works
Cllr Matt Lee	Copy of Conservative Group Newsletter
Police and Crime Commissioner	Newsletter
Healthwatch	Launch of ‘What Would you Do?’ Campaign.

26.19 DATE AND TIME OF NEXT MEETING

Monday 29th April 2019 at Kinnerley Parish Hall at 7pm.

Meeting ended 8.55pm

Signed by Chair

Date