

KINNERLEY PARISH COUNCIL

Minutes of the Meeting of the Council

Held Kinnerley Parish Hall

Monday 26th November 2018, at 7pm

PRESENT

Cllr Nick Barclay (Chair), Cllr Betton Cambidge, Cllr Alan Lewis, Cllr Mandy Chapman, Cllr Lorraine Jones, Cllr John Pinder, Cllr Maurice Jones, Cllr James Peto

APOLOGIES

Cllr Charles Green
Cllr Sheila Bruce (illness)
Cllr Sharon Quayle

IN ATTENDANCE

Two members of the public were present

CLERK

Ms Marian Giles

108.18 DECLARATIONS OF INTEREST AND DISPENSATIONS

- a) Cllr Jones declared an interest in agenda item 7 i) in her capacity as the Joint Secretary of Dovaston United Reform Church.
- b) No dispensations were required for this meeting.

109.18 MINUTES OF COUNCIL MEETING DATED 22nd OCTOBER 2018

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

110.18 PUBLIC PARTICIPATION SESSION

Mr Ed Nicholas and Mr Stuart Dix of Knockin and Kinnerley Cricket Club were in attendance, and presented an outline of their proposals to expand the existing pavilion on the cricket grounds in order to provide improved facilities and the ability to raise additional funds through catering and events. Cllr Barclay thanked them for attending and invited them to return in the New Year when their proposals were further forward.

111.18 PARISH MATTERS

a) Reports

The Clerk read out a short statistical report from PC Moth on offending data for the relevant period.

b) Report from Clerk

A written report had been circulated with councillors' papers and was taken as read. The report was duly **NOTED**. The need for more routine visual risk assessment inspections was discussed and Cllr Peto **agreed** to inspect the play area and BMX track – Clerk to provide a suitable recording template. Cllr Barclay **agreed** to inspect the Halston Field footbridge.

c) Request for Improved Lighting for Mountside

The Clerk reported on a number of concerns raised by Mountside residents in relation to faulty or inadequate lighting in their area. Repairs had already been carried out to one faulty light but it seemed logical to take the opportunity to install LED lantern where additional repairs were identified. The estimated costs per lantern was £280. These would be required under the SOX regulations in any event, and should also improve the lighting

level where installed. **It was therefore PROPOSED and Unanimously RESOLVED that LED lanterns should be installed where relevant repairs were identified.**

d) Play Area/BMX Track Repairs

A report had been circulated to councillors showing the outcome of a procurement exercise in relation to Play area and BMX track repairs. It was noted that only one contractor had submitted a price for groundworks, and one contractor had responded but was unable to commence work until Easter 2019. Both respondents had also identified deficiencies in the specification in relation to improvements to the drainage in the fenced play area, and the need to totally replace the timber structures for the slide. For these reasons it was recommended that a new procurement exercise be undertaken, with revised schedules of work/specifications. Contractors would also be asked to identify when they would be available to carry out the work, materials they plan to use and method statements. **This approach was AGREED.**

e) Vehicle Activated Signs for Maesbrook

A report had been circulated to councillors outlining three alternative models of VAS with prices based on the specification previously agreed. Cllr Cambridge noted that it would be vital to have at least three volunteers to assist in the operation of the units should they be installed. Unless these volunteers were forthcoming the project could not proceed. It was **AGREED** that a decision should be deferred until the January meeting to see if the necessary volunteers could be identified, and to seek further information from providers and users about the maintenance and management implications of installing the units.

f) To Report other Identified Parish Matters

No other matters were raised.

g) To Report other Identified Highways Matters

- Cllr Pinder reiterated his concerns about water running off the field between Brookhouse Farm and Penteg into the road which was likely to cause a hazard as the temperature dropped. Cllr Jones agreed to take a photo and send this to the Clerk so that the matter could be reported to Shropshire Council.

112.18 PLANNING

a) To receive details of planning applications/appeal decisions

- 18/04340/FUL – The Poplars, Argoed, Kinnerley – Erection of car port and garden wall.**
Permission Granted
- 18/01706/FUL – Church Lane, Kinnerley – Erection of single dwelling with associated highway improvements.**
Permission Refused

b) Planning Matter – for Notification Only

18/04750/PMBPA – Oakleigh Farm, Edgerley, Kinnerley

Application for prior approval under Part 3, Class Q of the Town and Country Planning (General Permitted Development) (England) Order 2015 for the change of use from agricultural building to dwelling.

Cllr Chapman informed councillors that the application had been refused and planning permission would therefore be required for the scheme to proceed.

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

- 18/04866/FUL – Barn Conversion, Grange Farm, Edgerley, Kinnerley - Formation of vehicular access including improvement of farm access to serve barn conversion.**
It was noted by Councillors that Highways had expressed concerns that they wished to see resolved. Subject to these limitations **it was PROPOSED and AGREED (unanimously) to make no objection to the application**

d) Applications received after agenda sent out

i. 18/05400/TCA – removal of trees in Conservation Area

PROPOSED and AGREED (unanimously) to make no objection to the application

ii. 18/05137/OUT – Severn Moorhens, Edgerley - Demolition of workshop and replacement dwelling.

Councillors appreciated that this was an outline application and the detail of size and design could be considered if and when a full application was made. It was therefore **PROPOSED and AGREED (unanimously) to raise no objection at this stage, limiting comments to importance of the siting of the dwelling and ensuring that it is in keeping with surrounding building.**

e) **Resolution to Delegate Authority for Clerk, Chair and Vice Chair to respond to straightforward planning applications in the December period**

The **PROPOSAL** was (unanimously) **AGREED** and it was **RESOLVED** to delegate authority for the December period as outlined.

f) **Shropshire Local Plan Review**

- Councillors noted that a Working Group meeting had been arranged for the 14th December. The meeting would offer an opportunity for any interested members of the public to contribute. A draft response formulated by the Group would be on the agenda for discussion at the January meeting.
- Terms of Reference for the Working Group had been circulated. These were noted and unanimously **APPROVED**.

g) **CIL/Place Plans**

Correspondence from Shropshire Council in relation to the future of CIL payments was **NOTED**.

113.18 FINANCE AND ACCOUNTS FOR PAYMENT

a) **Receipts**

None

b) **Payments made before meeting**

None

c) **Payments for Approval**

- i. Clerk's Salary for November 2018 - £666.38
- ii. Clerk's Expenses for October 2018 - £47.21
- iii. Fastrack Maintenance Ltd (Trading as Groundforce Landscape) – £254.57
- iv. S Lawrence and Sons - £16.13
- v. Highline Electrical - £393.60

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) **Quarterly Figures to end of September**

These had been circulated in advance of the meeting. No queries were raised and they were duly **NOTED**.

f) **Bank of Scotland Account**

A report was tabled highlighting the practical difficulty created by the absence through illness of Cllr Bruce. (It was noted that the bank should be referred to as Bank of Scotland and not RBS). It was **PROPOSED and AGREED** that **Cllrs Barclay, Green, Cambridge, and Peto be the named signatories for the account**. These councillors were then asked to provide a specimen signature and to provide information as required for completion of the new mandate.

It was further **RESOLVED** that the Parish Council should change its **AUTHORITY** to Bank of Scotland and ask them to act on instructions received.

g) **On-line/Electronic Banking/Transfer of Bank Account**

Deferred to January meeting.

h) **Resolution to delegate authority for Parish Clerk to pay December Salary and contractual payments for December**

The **PROPOSAL** was (unanimously) **AGREED** and it was **RESOLVED** to delegate authority for the Parish Clerk to pay December salary and other contractual payments falling due in December.

i) 2018/2019 Budget Preparations

A report outlining potential areas for increase had been circulated and was discussed by councillors. It was noted with concern that a number of key voluntary organisations/charities in the village were under financial pressure. Clerk to prepare alternative budget options for discussion and consideration at the January meeting.

114.18 REVIEW OF BUSINESS CONTINUITY PLAN

The review of the Plan was **NOTED** and **APPROVED**.

115.18 CORRESPONDENCE – See list below

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

CORRESPONDENCE RECEIVED

SALC	October Bulletin Allotments Forum information Annual Report and Audited Accounts November Bulletin Lord Lieutenant of Shropshire announcement CIL single point of contact Speed stickers for wheelie bins
NALC	Funding Bulletin Request to complete survey on public toilets
Shropshire Council	Shropshire HR – Managing Absence Breakfast Briefing Business Leaders’ Breakfast invite Right Home Right Place newsletter Environmental Maintenance Grant information Briefing from Cllr Robert Macey on 7th November Cabinet agenda Shropshire Affordable Warmth Conference Information on future of Community Enablement Team
Shrewsbury/Telford Hospital NHS Trust	Letter re closure of A&E services overnight at Telford
Healthwatch	
Police and Crime Commissioner	November newsletter Town and Parish Council survey results
CAB	Invitation to AGM

116.18 DATE AND TIME OF NEXT MEETING

Monday 28TH January 2019, 7pm, at Kinnerley Parish Hall.

Meeting ended 8.50pm

Signed by Chair

Date