

**KINNERLEY PARISH COUNCIL**

**Minutes of the Meeting of the Council  
Held at Maesbrook Village Hall  
Monday 21<sup>st</sup> October 2019, at 7.00pm**

**PRESENT**

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

**APOLOGIES**

Cllr R Greening – work commitment

**CLERK**

Ms Marian Giles

**MEMBERS OF THE PUBLIC**

Three members of the public were in attendance

**70.19 DECLARATIONS OF INTEREST AND DISPENSATIONS**

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

**71.19 MINUTES OF COUNCIL MEETING DATED 23<sup>rd</sup> SEPTEMBER 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 a correct record of that meeting.**

**72.19 PUBLIC PARTICIPATION SESSION**

One member of the public spoke in relation to a lawful development certificate for the Royal Hill Inn at Edgerley.

**73.19 PARISH MATTERS**

**a) Reports**

- i) No report received from local community policing team.
- ii) No report had been received from Cllr Matt Lee.

**b) Report from Clerk**

A written report had been circulated with councillors' papers and was verbally updated by the Clerk. **It was AGREED (unanimously) that the Clerk should attend the SALC training course on web accessibility changes and the fee of £27 was APPROVED.** The report was duly **NOTED.**

**c) Update on Maesbrook VAS Units**

The latest data reports had been circulated with the papers showing that 23.54% of traffic were exceeding the speed limit as they approached the VAS unit. Clerk confirmed that instruction had been given to Environmental Maintenance team re: location of post for second unit. No confirmation received as to when this work would be completed.

#### **d) Halston Field Hedgerow Working Party**

Working party had not been required owing to the efforts of Cllr Peto and Steve Rolly who had cut the hedge. Cllr Barclay recorded his thanks on behalf of his colleagues for the excellent job.

#### **e) BT Payphone Consultation**

Clerk consulted councillors on whether they wished to comment on the potential removal of two neighbouring payphones at Llanymynech and Melverley. Councillors felt that the relevant Parish Councils could be relied upon to make their wishes known.

**(Cllr Chapman temporarily left the meeting at this point)**

#### **f) Community Speed Watch Scheme**

A letter from a local resident at Knockin Heath had been circulated with councillors' papers recording a number of 'near misses' in Chapel Lane for pedestrians involving cars driving at an inappropriate speed. The suggestion had been made that there was local interest in setting up a 'Community Speed watch' scheme. Councillors noted the requirements for setting up a local scheme including a minimum of 6 volunteers per scheme. It was **AGREED** that the Clerk should contact the Community Speed watch Officer to invite him to speak about the scheme at a meeting in the village. This might be a separate meeting from a Parish Council meeting (possibly preceding a meeting) to enable people to speak freely without restriction. Clerk will also include details of the scheme in the next edition of Telescope to canvass support.

#### **g) Remembrance Day Wreath**

Cllr Barclay reported that a wreath in the Parish Council's name had arrived at the Church. Clerk to check who had ordered the wreath on the Parish's behalf. Cllr Barclay also confirmed that the 'Silent Soldier' had been reinstated to the village green. It was suggested that the soldier might move to other locations in the Parish. **This matter was put to a vote and AGREED by 9:1.**

#### **h) To Report other Identified Parish Matters**

- Councillor Peto raised the issue of ivy covering the church wall and the need for it to be removed before it caused damage to the brickwork. The Clerk reminded councillors that it had been sprayed by the grounds maintenance contractor earlier in the year. It was **AGREED** that Councillor Peto could go ahead with removal by cutting the ivy off at the roots first, waiting for it to die back, and then gently removing from brickwork.

**(Cllr Chapman re-joined the meeting at this point)**

- Cllr Pinder reported back from the Helicopter Noise Liaison Group which he had attended recently. Complaints about noise continued to reduce with 150 recorded so far in 2019 compared to a high of 280 in 2015. Two of the complainants in the last 12 months were from Kinnerley Parish.  
Drones had been spotted in use in the airspace and a drone code was therefore being implemented.

#### **j) To Report any other identified Highways Matters**

- Cllr Chapman reported a drain with its access cover uncovered in Maesbrook
- Cllr Quayle (on behalf of Cllr Greening) raised concern about an overgrown hedge on the road from Knockin to Kinnerley which was obscuring a 'narrow road' sign.

**At the suggestion of the Chair, agenda item 7) was brought forward at this point to enable members of the public to hear the item.**

#### **74.19 PLANNING**

##### **a) Planning Applications for Information Only**

###### **19/03966/CPE – Holiday Caravan Park at Royal Hill Edgerley**

It was clarified that the Parish Council were not being formally consulted on this matter, but could ask the relevant Planning Officer to consider any comments they wished to make.

Cllr Jones declared a potential conflict of interest in the application, which was on land bounding that owned by her own family. She wished to abstain from any vote regarding the application.

Cllr Peto had no in principle objections to the development, but felt that the Parish Council should support applicants engaging with due process and not appear to condone unlawful development.

Cllrs Green and Quayle felt that to support the applicant would not set a precedent. Following further discussion **it was RESOLVED (with one abstention) that the Clerk should write to the relevant Planning Officer outlining the Parish Council's support for a successful local business, endorsing the lawful development process, and indicating that should the development come forwards as a planning matter, it would likely be supported.**

**(All members of the public left at this point)**

With the matter now determined, Cllr Jones advocated for consistency in decision making and the need to treat each case on its own merit.

##### **b) To Receive Details of Planning Applications/Appeal decisions**

###### **19/03456/VAR – Plot 3, Land South of Chapel Lane, Knockin Heath**

Cllrs discussed the e-mail communication from the Planning Officer indicating that consent was likely to be given to the request for variation from a 3 to 4 bedroom home. Part of her reasoning was that the purchaser would be able to carry out such an alteration under permitted development rules.

Councillors discussed their frustration at not being able to deliver the desired mixed size/price of new housing in the Parish reflected in the Neighbourhood Plan. **It was therefore AGREED that the Clerk should write to the Planning Officer reflecting these concerns and restating the objections to the variation application.**

##### **c) Planning Applications/appeals for decision**

None received

##### **d) To Consider any Applications Received after the agenda sent out**

None received

##### **e) Local Development Plan**

Cllr Green spoke briefly – awaiting next stage of formal consultation process in March 2020.

#### **75.19 REPORT ON SMALLER INFRASTRUCTURE PROJECTS IDENTIFIED IN THE PARISH**

At Cllr Clarke's suggestion, the Clerk had compiled an extract of the longer Infrastructure Projects report presented at the September meeting. The shorter report included only those smaller projects that did not require (or qualify for) Shropshire Council Funding Support. It was **AGREED** that a meeting of the CIL Working Group should be convened before the November meeting to prioritise these projects, particularly those suitable for CIL funding which could be expedited. Cllr Clarke

agreed to join the working group. All councillors were asked to e-mail their views on priorities to Cllr Barclay.

## **76.19 FINANCE AND ACCOUNTS FOR PAYMENT**

### **a) Receipts**

None.

### **b) New Payments for Approval**

- i. Clerk's Salary for October 2019 - £708.24 (includes 3 months' backdated pay award)
- ii. Clerk's Expenses for September 2019 - £59.80
- iii. M.I. and TEM Pritchard – grounds maintenance for August - £604.99
- iv. S Lawrence & Sons – copying/stationery - £33.30
- v. Mr John Lewis – contribution to cutting of Heathwaen Lane hedge - £15
- vi. Kinnerley Parish Hall – room hire for Parish Council meetings - £40.00
- vii. Scottish Power – street lights - £106.97

### **d) Invoices received after the agenda has been sent out**

None received

**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) QUARTERLY ACCOUNTS FOR JULY-SEPTEMBER 2019 PERIOD**

Councillors considered the quarterly accounts which showed a number of overspends in relation to capital projects like the fencing of Glebe Field which had not been envisaged when the budget had been set, and an increase in grounds maintenance costs owing to change of contractor in March. Councillors raised no additional questions and the Quarterly Accounts were therefore duly **NOTED**.

### **f) AMENDMENTS TO FINANCIAL REGULATIONS 2016 – FOR ADOPTION**

These had been previously circulated at the September meeting, and the Clerk tabled a short report highlighting the main area of change from the existing Financial Regulations. These related to recognition of the use of electronic banking transactions. Councillors noted that 6.11 of the regulations required a sealed envelope containing all the PIN information for signatories to be held by the Chairman. The Clerk felt that this would put the Parish in conflict with advice from its bank in relation to cyber security. **Councillors therefore RESOLVED (unanimously) to adopt the new financial regulations with the exception of proposed clause 6.11. This would be substituted with a clause providing a sealed envelope of the bank account administrator log in details to the Chair.** (The administrator of the account is the Clerk who cannot authorise any transactions on the account).

Councillors also **NOTED** that the new Financial Regulations would supersede the Parish Council's own 'Electronic and on-line Banking Procedure'.

The Clerk would finalise copies of the new Regulations with all adjustments and amendments and circulate to councillors when completed.

## **77.19 CORRESPONDENCE – See list below**

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

NALC	Regional Conference info
SALC	News in brief circular AGM & SALC's 70 <sup>th</sup> Celebration Raffle tickets to sell
Shrewsbury and Telford Hospital	Media Release on decision to move forward with NHS Future Fit Plans
Public Health	Shropshire DAAT newsletter
Shropshire CCG	Shropshire Care Closer to Home newsletter
Healthwatch	Access to General Practice Services poster
Shropshire, T&W Patient Focus Group	Help Shape new Musculoskeletal Service
Anti-Slavery Partnership Shropshire	Flier about anti-slavery event at Christ Church, Bayston Hill
My Neighbourhood Plan	Complimentary Neighbourhood Planning Services Flier
Shropshire Rural Community Council	Information on vacancies for grant panel
Housing Plus Group	Launch of new merged housing group flier
Environment Agency	Update on previously exempt water abstraction activities
Impetus	Community Development Finance
Kinnerley Parish Hall	Notification of rise in fee hire charges

**78.19 DATE AND TIME OF NEXT MEETING**

**Monday 25<sup>th</sup> November 2019 at Kinnerley Parish Hall at 7pm.**

**Meeting ended 8.50pm.**

**Signed by Chair .....**

**Date .....**