

Welshampton and Lyneal Parish Council

Minutes of the Annual Council Meeting of the Parish Council held on Wednesday 25 May 2016, at Welshampton Parish Hall, starting at 7.30pm

Formal Meeting

Present

Councillors: Andrew Haydon (Chair), Bob Richards, Lawrence Houghton, Sarah Jefferies, Chris Symes, Jennifer Wright

Clerk: Rebecca Turner

Members of the Public: Shropshire Councillor, Brian Williams and Sue Thomas, LIC Officer

240/16 Election of Chairman

Nominations were invited and Cllr. Haydon was put forward. It was **RESOLVED** unanimously to elect him as Chair for the forthcoming year. He duly signed his declaration of acceptance of office.

241/16 Election of Vice Chairman

Nominations were invited and Cllr. Symes was put forward. It was **RESOLVED** unanimously to elect him as Chair for the forthcoming year. He duly signed his declaration of acceptance of office.

242/16 Public Participation Period

Sue Thomas and Cllr. Williams outlined the budgetary cuts Shropshire Council is facing. SC is asking parishes if they may be willing to take on or work in partnership with SC to deliver services. In the parish, this may minor highways/environmental maintenance and Colemere Country Park. Other services affected include subsidy to bus services and Ellesmere library.

243/16 Apologies for Absence

Received and accepted from Cllrs. Dinsdale, Standen and Cllr. Withington. Cllr. Symes left the meeting at this point and gave his apologies for the remainder of the meeting. It was further **RESOLVED** to give Cllr. Dinsdale until the next meeting to sign his declaration of acceptance of office.

244/16 Minutes of the meeting of 27th April 2016

It was **RESOLVED** to accept the minutes of 27th April 2016, subject to amending the paragraph numbering

245/16 Disclosable Pecuniary Interests & Dispensation Requests

None declared.

246/16 Shropshire Councillor's Report

Cllr. Williams shared the concerns of parishioners regarding the poor notification of the work at Newton bends. He advised that the works are essential and that he will seek to ensure that there is clear communication from highways officers going forward.

247/16 Policy Review

It was **RESOLVED** to adopt the following policies

- a. Standing Orders
- b. Financial Regulations
- c. Dispensation Procedure re Pecuniary Interests
- d. Complaints Policy
- e. FOI Policy
- f. Hospitality and Gifts Policy
- g. Media Policy
- h. Data Protection & Information Security Policy
- i. Record Management Policy
- j. Training Statement of Intent 2015

248/16 Appointment of representatives

It was **RESOLVED** to appoint the following representatives:

- a. SALC – Cllr. Houghton MBE
- b. LJC – Cllr. Wright (Cllr. Haydon reserve)
- c. Emergency Planning Officer – Cllr. Withington
- d. Helicopter Noise Liaison Group – Cllr. Jefferies
- e. Welshampton Parish Hall Management Committee – Cllrs. Richards and Wright
- f. Wood Lane Quarry Liaison Group – Cllr. Withington and Cllr. Symes

249/16 Planning

a. Decisions Received – to note

- i. 16/01208/FUL - Oakleigh Farm, Welshampton, Ellesmere, Shropshire, SY12 0PG
Formation of new access to serve existing dwelling

Decision: Grant Permission. It was NOTED that the footpath is being investigated by SC's Rights of Way Team

- ii. 16/00573/REM - Proposed Dwelling West Of Oakleigh Farm, Welshampton, Shropshire

Approval of Reserved Matters (appearance and landscaping) pursuant to permission 14/01721/OUT for the erection of a single detached dwelling

Decision: Grant Permission

b. New Applications Received – to consider response

None.

c. Applications previously reported – for update/comment, if required

i. 14/04589/MAW Ellesmere Sand And Gravel, Spunhill, SY12 0HY
Extension to Wood Lane Quarry – revised application

It was **RESOLVED** to maintain the council's previous objection as it remained unsatisfied about the potential environmental damage and adequacy of remediation measures.

d. Applications/decisions received after agenda was sent out – for comment/info

i. 15/02270/REF – land East of Village Hall, Welshampton

Outline application (access for approval) for mixed residential development (open market & affordable)

Decision: Appeal Dismissed

250/16 Clerk's Report

The clerk gave an update. It was agreed to defer the newsletter until July, pending further information on which services SC is asking the parish to contribute towards.

251/16 Shropshire Council reports on partnership approach to service delivery

The clerk had circulated reports from SC setting out an intention to consult with parishes on which services they may be able to work in partnership on. The indicative timeline for expressing an interest was September 2016; the clerk commented that this was a challenging timeline. It was resolved to ask SC for further information on what may be involved if the parish council were to assume any responsibilities in relation to Colemere Countryside Heritage Site.

252/16 NHS Future Fit Updates

Noted.

253/16 Grants Bulletin

Noted.

254/16 Welshampton Parish Hall Five Year Plan

It was resolved to defer this item until a future meeting.

255/16 Financial Matters

a. Risk Assessment, Assets Register and Review Insurance Arrangements – the Risk Assessment and Assets Register were approved and signed by the Clerk and Chairman. It was resolved to continue insurance with the current insurer.

b. Income received

- Shropshire Council - Precept - £15675.00
- TSB – compensation for error setting up standing order - £50.00
- TSB - Interest for April & May - £1.59 in total

c. Outstanding accounts– it was resolved to approve the following payments:

Payee	Item	Ref	Chq.	Net	VAT	Gross
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			no			
ICO	Registration	9	DD	£35.00	£0.00	£35.00
EON	Street light electricity	10	DD	£46.73	£2.34	£49.07
R Turner	Salary & Expenses	11	931	£346.89	£0.00	£346.89
Came and Company	Insurance	12	932	£656.73	£0.00	£656.73
VOID	VOID	N/A	933	NIL	NIL	NIL
Alan Russon	Grounds maintenance	13	934	£338.00	£0.00	£350.00
Clun Parish Council	Payroll software	14	935	£33.71	£0.00	£33.71
Welshampton Parish Hall	Room hire	15	936	£170.00	£0.00	£170.00

256/16 Councillors' Reports

None.

257/16 Parish Matters

a. Updates on matters previously reported

- i. Flooding in field opposite Mere View, Lyneal* – reported to highways – no response received
- ii. Dog fouling in Lyneal* – write to local businesses, Fernwood Caravan Park and the Lyneal Trust asking them to remind customers/visitors to clean up after their dogs.
- iii. Litter Welshampton to Newtown* – SC have agreed to clear it
- iv. The Hatch, Lyneal* – clerk to write to building control as no response has been received from the landowner
- v. Colemere Countryside Heritage site* – further info to be sought on what is involved in managing it and costs. A conference is to be scheduled for July to discuss the site with all interested parties.

b. New parish matters

- i. Phone box* – the request to use the box as a geocaching location was refused. It was resolved to seek alternative quotes for painting the box and repairing the glass as the preferred contractor was no longer able to do the work
- ii. Clay pigeon shoot* – Cllr. Houghton had received a complaint from a resident regarding a local clay pigeon shoot and the distance from properties. Item to be raised on the next agenda
- iii. Complaint re rifles firing into field in Lyneal* – council noted that a resident had reported a concern to Cllr. Wright about cars parking and firing rifles into a field in Lyneal
- iv. Colemere PCC* – council noted that the church warden had complained re lack of co-ordination of events to celebrate the Queen's 90th birthday
- v. Lyneal Lane to Welshampton* – overhanging tree needing to be cut back. Clerk to contact highways

258/16 Highways matters

a. A495, Newton Bends roadworks – notification of closure from 24th May for 4 weeks – council was concerned about the poor notification and disruption. Cllr. Williams had said he will ensure the parish council is kept updated.

259/16 Date of future meeting and agenda items

Council Meeting – 22nd June 2016, at 7pm at Welshampton Parish Hall

It was resolved to consider the following items with exclusion of press and public

260/16 Clerk's Probation Period and Contract - review of Clerk's probation period and contract terms and conditions, including application of NJC pay award 2016-17 and signing new standing order

It was **RESOLVED** to confirm the clerk had passed her probation period and to therefore confirm her employment as permanent. It was further **RESOLVED** to award her the NJC pay award, salary point to remain at SCP25. The clerk stated that she felt the hours of the post needed reviewing and it was agreed that this be discussed at the next meeting.

261/16 Pension staging date

A letter which complied with the pension staging date requirements was approved for issue to the clerk.

Signed (Chairman).....

Dated.....