

Welshampton and Lyneal Parish Council

Minutes of the Annual Meeting of the Parish Council held on Wednesday 8 May 2019, at Welshampton Parish Hall, starting at 7pm

Formal Meeting

Present:

Councillors: Andrew Haydon (Chair), Michael Dinsdale, Lawrence Houghton MBE,
Guy Wellsbury and Martin Withington
Shropshire Councillor Brian Williams
Clerk: Carole Warner.
Members of the Public: None

67/19 To elect the Chair of the Council.

Cllr Haydon was unanimously elected as Chair.

68/19 Declaration of Acceptance of Office by Chair

Cllr Haydon signed the Declaration of Acceptance of Office.

69/19 To elect the Vice Chair of the Council.

Cllr Dinsdale was unanimously elected as Vice Chair.

70/19 Public Participation Period:

None

71/19 Apologies for absence:

Cllrs Sarah Jefferies, Sheila Stringer and Chris Symes (accepted)

72/19 Minutes

The minutes of the Meeting held on 10 April 2019 were approved and signed.

73/19 Disclosable Pecuniary Interests:

- a. Members were reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer.
- b. **To consider any requests for Dispensation**
None
- c. **Members were reminded that they are required to declare any acceptance of gifts and hospitality.**

74/19 Personnel Committee:

- a. **Review Terms of Reference**
The Terms of Reference were reviewed and adopted.
- b. **Receive nominations to the Committee**
It resolved to appoint Cllrs Haydon, Dinsdale, Jefferies and Stringer as members.

Clerk: Carole Warner,
Orchard Cottage,
Rowe Lane,
Welshampton,
Ellesmere, SY12 0QB
Tel. 01948 710672
email: clerk@welshamptonandlyneal-pc.gov.uk



- c. Appoint Chair of Committee*
Cllr Dinsdale was appointed Chair of the Committee.

75/19 To receive nominations to the Communications Task and Finish Group
It was resolved to appoint Cllrs Dinsdale, Haydon, Houghton MBE and the Clerk

76/19 Policy Review

- a. Standing Orders*
It was resolved to re-adopt the Standing Orders.
- b. Financial Regulations*
It was resolved to re-adopt the Financial Regulations.
- c. Procedures for Dispensation in relation to Disclosable Pecuniary Interests*
It was resolved to re-adopt the Procedures for Dispensation.
- d. Scheme of Delegation*
It was resolved to re-adopt the Scheme of Delegation
- e. Health & Safety Policy*
It was resolved to re-adopt the Health & Safety Policy

77/19 Appoint officers and representatives to the following outside bodies:

- a. Shropshire Association of Local Councils*
It was resolved to appoint Cllr Houghton MBE.
- b. Local Joint Committee*
It was resolved to appoint Cllr Haydon.
- c. Emergency Planning Officer*
It was resolved to appoint Cllr Withington
- d. Helicopter Noise Liaison Group*
It was resolved to appoint Cllr Jefferies
- e. Welshampton Parish Hall Management Committee (2 representatives)*
It was resolved to appoint Cllr Dinsdale and Mr Bob Richards.
- f. Wood Lane Quarry Liaison Group*
It was resolved to appoint Cllr Withington and the Clerk.

78/19 Shropshire Council Member's Report

Cllr Williams advised he would report on the Colemere Boardwalk at the appropriate agenda item.

79/19 Planning

- a. Decisions Received:*
 - i. 18/05580/FUL Proposed Barn Conversion At Brook Mill Farm, Northwood, Ellesmere
Conversion of traditional agricultural outbuildings to 1No dwelling, installation of septic tank and associated works
Decision: Refuse
- b. Applications Received:*
 - i. 19/01507/FUL Proposed Dwelling Plot 2 SE Of Brownlow Cottage, Welshampton
Erection of dwelling with garage and access
It was resolved there were no objections to the application.

80/19 Parish Clerk's Report

- a. Complaints – annual report*
The Clerk confirmed no complaints had been received during the municipal year.
- b. Health & Safety – annual report*
The Clerk confirmed no issues had been raised had been received during the municipal year.

c. Newsletter (June edition) and Annual Report – to agree content

Topics were agreed.

81/19 Financial Matters:

a. Balances for information

Noted and it was resolved to re-print the 5 Welshampton Walks leaflets

b. Outstanding accounts

The following account was approved:

C Warner	837.18
Kensington House Tax Solutions	87.00
Alan Russon	£305.00

c. Neighbourhood Funds

The Clerk advised she was seeking quotes from a local builder for a replacement bus shelter

d. 2018/19 Year End Accounts

The Accounts were approved

e. Internal Audit Report

The Internal Audit report was received and noted. No issues had been reported by the Auditor.

f. Effectiveness of Internal Control

The Checklist was completed with no areas of development identified

g. Statement of Internal Control

The prepared Statement was approved.

h. Annual Governance and Accountability Return 2017/18 Part 3

i. to consider the Annual Governance Statement (Section 1), complete and sign

The responses to the Annual Governance Statement were considered, agreed, completed and signed

ii. to consider Accounting Statements 2017/18 (Section 2) and sign

The Accounting Statements 2017/18 were approved and signed.

i. Renewal of Insurance Policy

It was resolved to renew with Inspire as it provided greater cover for the premium than Ecclesiastical.

j. Parishioner request for support.

It was resolved not to provide financial support to the parishioner but to offer the opportunity to fund raise in the summer newsletter.

82/19 Parish Action Plan

a. AEDs

The Clerk advised Community Heartbeat Trust had quoted for a defibrillator in the phone box along The Balmer. This would be included in the Lottery application.

b. Heritage projects

The Clerk updated Councillors on the progress of Our Gallant 35 book. It was agreed to the lack of information on soldiers who returned home after the war, the book would focus on the 2018 event.

c. Colemere boardwalk and general maintenance

Shropshire Cllr Williams reported that as part of the Wood Lane Quarry extension an S106 Agreement had been signed. Grahame French, Shropshire Council planning officer, had been asked to advise on the purpose of the S106 Agreement

d. Calming measures/gates into Welshampton

It was resolved to place an order for 6 white village gates with JACS (UK) Ltd for £4,453.

e. Emergency Planning – to identify key locations in Parish and access route

Cllr Withington had circulated the updated map. Councillors were asked for comment within 2 days.

f. A495/A528 Ellesmere junction

The Clerk advised this was part of the Road Safety Policy, which was currently on hold with Shropshire Council.

g. Parish Council Performance Review

The Clerk advised the review was due in June.

83/19 Councillor Reports

Cllr Houghton MBE reported on the Ellesmere Place Plan review meeting.

Cllr Wellsbury reported on Welshampton Plant Fayre.

84/19 Parish Matters

a. Shropshire Rural Bus Services

Cllr Withington drew Councillors' attention to a report which compared Shropshire Rural Bus Services to those 2 similar rural areas, one in Germany the other in Switzerland.

85/19 Highways

a. Traffic Incident Welshampton 17 April 2019

The Clerk advised the Police had confirmed that speed was not the cause of the accident. The Clerk agreed to respond to the resident who had raised this as the cause. Cllr Wellsbury offered to survey the condition of the 30mph signs within Welshampton.

86/19 Date of future meeting and to consider agenda items: 12 June 2019

87/19 Resolved: That under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting for the item of business numbered 21 and 22 as publicity would be prejudicial to the public interest by reason of the inclusion of legal, personal or commercial nature in the business to be transacted.

88/19 To consider planning enforcement issues

The Clerk updated Councillors on latest developments

89/19 To consider employment matters

Decisions relating to employment matters were made.

The Chair, Cllr Andrew Haydon, declared the meeting closed at 8.50pm.

Signed.....

Date.....