

**MINUTES FOR PARISH COUNCIL MEETING OF
CARDINGTON PARISH COUNCIL
HELD ON
Tuesday 30th October 2017 at 8pm**

Present : C’lir T Barker (Chairman); C’lir C Tonks (Vice Chairman); C’lir A Seabury; C’lir R Davies;
C’lir S Pennington; C’lir V Rogers; C’lir C Maydew; C’lir J Norris

Clerk Mrs J Griffiths
Shropshire C’lir D Morris
Member of the Public Present Mrs C Ball

The Chairman welcomed everyone to the meeting. He told the meeting that had two announcements to make.

Firstly he reported that repairs to the church yard gate post, which had been damaged by the bus, have been attempted. However, if this does not prove to be a successful repair a more permanent repair will be required.

Secondly, C’lir Barker reported that due to illness he would step down from the Chair but wished to remain as a Parish Councillor. He had been in hospital much of the day after suffering a fall that morning and left the meeting at this stage.

The Vice Chairman, C’lir Tonks, took the Chair for the remainder of the meeting. It was agreed that the Election of a Chairman and Vice Chairman would be added to the Agenda for the January meeting.

1. Public Session. Limited to 15 minutes.

Mrs Ball, the Member of the Public present did not wish to comment.

2. Acceptance of Apologies:

C’lir J McMillan

3. Declarations of Interest

No declarations of interest were received.

4. Minutes of the meeting held on Tuesday 5th September 2017

Under Item 15 of the Minutes held on 5th September the Clerk had recorded under Correspondence, bullet point 10 that “the beacon would mark the end of the second world war”. This was amended to read” first world war”. It was proposed by C’lir Norris, seconded by C’lir Seabury and unanimously agreed that the Minutes of the meeting held on 5th September provided a true and accurate record of the meeting. The Chairman then signed a copy of the Minutes and initialled the amendment.

5. Website update

The Clerk told the meeting that she continued to contact David Elliott and he had continued to update the Parish Council page on the village web site.

The Clerk and C’lir Barker had attended a discussion with Eileen Burgess to discuss the way forward on the Parish Council web site which is in the process of being constructed. However, no firm decision had been reached. It was agreed that C’lir Tonks and C’lir Rogers would arrange a meeting with Eileen Burgess and report to the January meeting.

The Clerk told the meeting that the balance held from the Transparency Funding for the web site is still £785.10 as reported to the September meeting. However, £300 was earmarked for the provision of a lap top and £100 for a scanner, leaving a balance of £385.10 for web site costs. The Clerk understood that when the web site was finalised whoever was to administer the web site would receive training on the administration of the site from ICT Vision and this was likely to cost £75 for one hour training. However, ICT Vision are situated in Devon so it is unclear when and where this training will be delivered.

The Clerk agreed to send the link to the web site to C’lir Rogers and C’lir Norris.

6. Phone Kiosk update

The Clerk told the meeting that the contract with BT was now complete and the ownership of the phone box has been transferred to the Parish Council. The Parish Council are now responsible of all support and maintenance of the phone box and any liability resulting from the phone box or its use. .

The Clerk had written to the Insurers, Came and Co, on 9th September to inform them that the Parish Council had now taken ownership of the telephone box. To date no reply has been received from the Insurers.

At the September meeting the Chairman asked all Councillors to consider the future use of the phone box and send suggestion to him for discussion at the October meeting. It was agreed that the future use of the box would be left until the Insurers respond.

7. Plaish Notice Board Update

Mr Secrett had sent an e-mail on 16th October to say that he had made the frame to the original specification he had been given but decided this was too large and had reduced the size although the actual supporting structure remained unchanged. There will be a slight saving in the size of the pin board and the cost will be reduced from £780 to £740. The Clerk had advised Mr Secrett that the Parish Council meeting was on 31st October if he wished to supply the invoice for the work. The invoice had not been received.

8. Repairs to Church Wall Update

The Clerk had contacted the contractor in August and he had advised that he was held up on a job and envisaged that work on the church wall would commence at the end of September. The repairs have not been started. The Clerk agreed to contact him again to ascertain when work would commence.

9. Shropshire Council Local Joint Committee.

The Local Joint Committee meeting was held on 19th October at Acton Scott. C’lir Barker and C’lir Seabury attended the meeting.

C’lir Seabury and Shropshire C’lir Morris report the following:-

- C’lir Nutting, the Leader of Shropshire Council, addressed the meeting, the main topic of which was budgets. C’lir Nutting gave his vision for the next four years and emphasised that savings would be made wherever possible.
- A review of Youth Funding Budgets will be carried out which may result in the Youth Budget available to Local Joint Committees would be cut.
- There is increased spending on adult social care year on year and as a result savings have to be made in non-essential services
- At this time capital budgets are having to be used for revenue expenditure.
- Peter Nutting told the meeting that the County Council are looking at investments to help generate more income.
- The police gave a presentation at the meeting and explained a WhatsApp service to notify farmers in south Shropshire of crimes in the area.
- Peter Nutting had been questioned on rural housing and the ability of Parish Council’s to spend CIL money.

10. Updates from Councillors: as per areas of interest.

No updates were received

11. Planning:

a. decisions on previously discussed applications:

- 17/03779/LBC Chatwall Home Farm, Enchmarsh – removal of section of garden wall within the curtilage of a listed property with the erection of new stone wall using stone removed affecting a Grade II Listed Building – Parish Council had no objection - granted on 27th September
- 17/02843/FUL Middle Hill Farm. Cardington Moor – erection of kennel block and application under Section 73A of the Town and Country Planning Act for the retrospective erection of office/kennel block and change of use of land to exercise area –Parish Council had no objection - shown as awaiting a decision

- 17/04088/FUL Proposed Barn Conversion NE of Chatwall Lawn – conversion of two barns into single dwelling to include infill, installation of septic tank and erection of triple bay garage/workshop – Parish Council had no objection - shown as awaiting a decision.

b. Considered between meetings using delegated powers:

- 17/04366/FUL Holly Cottage, Gully Green, Comley – erection of front and rear extension and removal of existing roof replaced with mono pitched sedum roof – Parish Council had no objection.
- 17/104284/FUL Malsters Tap, Cardington – erection of single storey extension replacing existing lean-to sun room and internal alterations – the Parish Council had no objections

c. Any other planning matters including any new planning applications received just before the Meeting.

No further applications have been received.

12. Finance:

a. Invoices to pay:

Clerk Salary – for the period 1st September – 31st October gross pay £333.33 less tax £66.60. Net £266.73 plus postage making a total of £277.35. Cheque No. 100244.

HMRC. Tax due on Clerk’s salary for the period 1st September – 31st October. £66.60. Cheque No 100245

Shropshire Council. A3 map of Parish Council boundary and A3 map of Conservation Area boundary £7 cheque No. 100246.

Clerk - The Clerk had taken 10 A3 copies of each map and these were circulated to all Councillors present. The Clerk will post copies to C’lrr McMillan. £16. Cheque No. 100247

Royal British Legion. £50 Donation. Cheque 100248

It was proposed by C’lrr Pennington, seconded by C’lrr Davies and unanimously agreed that the above accounts be paid.

b. Bank Reconciliation

The Clerk had prepared a bank reconciliation which she circulated to all councillors. After payment of the cheques agreed above this left a balance of £13,414.65. The Clerk told the meeting that of the £13,414.65 balance held at the bank £11,063.22 was ring fenced (CIL money of £2,339.16 from which £740 is earmarked for the Plaish Notice Board; £5,676 was earmarked for repairs to the Church Wall; £2,262.96 Highways Maintenance Grant 2017/18 and £785.10 Transparency Code funding as shown in item 6 above) this leaves an actual balance of £2,301.44 after payment of the cheques paid at the October meeting.

The Clerk told the meeting that the previous Clerk had prepared the VAT claim in the sum of £832.20 for expenditure in 2016/17. However, this had not been paid. The Clerk will contact HMRC to confirm that the claim was submitted.

c. Parish Council Election Costs May 2017

The Clerk told the meeting that she had received the breakdown of Parish Council Election Costs for the May 2017 Election which was contested. The costs amount to £765.46 and will be invoiced in April 2018. This sum should be added to the 2018/19 precept unless funded by any surplus held at the end of the 2017/18 financial year.

13. Shropshire Council report.

C’lrr D Morris reported the following:-

- The CIL Task and Finish Group was concluded on 25th October. C’lrr Morris will pass on any information he receives.
- Comments are required on the Local Plan Review by 22nd December. This was discussed under Item 16 of the Minutes.
- The North West Relief Road is now out for public consultation and is available on the County Council web site. The Business case will be concluded in January 2018 and the aim is to start work within three years.

- Consultation on A & E will be announced soon. The clinicians are pushing for A & E to remain at the Royal Shrewsbury Hospital. However, there is also likely to be pressure for A & E to be at the Princess royal Hospital in Telford. The closing date for members of the public to write in with their preference will be announced.

13. Cemetery:

The Clerk told the meeting that the following income from burial fees are shown in the Parish Council accounts:-

2008 £149

2009 £152

2010 £466

2011 £196

No burial fees are shown after 2011. It may be that no burials have taken place in the Parish Council part of the Churchyard. C’lr Tonks agreed to follow this up and report to the January meeting.

The Clerk confirmed that she had ordered 2 Wild Cherry trees for the Churchyard from Shropshire Council. These are provided free of charge. The trees will be in 10 litre containers and around 2m tall. They can be collected from the Discovery Centre, Craven Arms on Saturday 10th February 2018. It was agreed that collection would be agreed at the January meeting

C’lr Norris told the meeting that the church yard tidy up had been arranged to take place on Saturday 11th November commencing at 10.30am. He asked for Councillors and members of the public to join him.

14. Highways

The Highways Maintenance grant applied for 2017/18 amounted to £2,262.96 and has now been paid into the bank. C’lr Norris agreed to speak to the contractor, Mr Parry, and ask him to clear ditches again this year.

Highway Matters reported : update

The Clerk had reported the following highway matters:-

- The road at Comley (by the bend over the stream) - The Clerk had received a reply from Tim Sneddon which she reported to the September meeting in which Mr Sneddon said that it appears a bollard/verge marker is missing and will be replaced. However, in the longer term consideration will be given to a more substantial fence/restraint system as there is a significant drop off the side of the road. C’lr Seabury told the September meeting that if this had been inspected from underneath the edge of the roadway has no support underneath and is likely to collapse. The Clerk had contacted Tim Sneddon and his technician, Jonathon Ingolby, had attended a site meeting with C’lr Seabury and had agreed that this was dangerous and would be added to future work programmes when budgets allowed. However, as the parish Council considered this work to be urgent the Clerk agreed to contact Mr Sneddon again and copy C’lr Morris into the correspondence.
- It was reported to the September meeting that the hedge was overgrown and it was difficult to see the village sign as you approach Cardington from both sides. This had been attended to.
- C’lr Barker had attended a site visit with to discuss the repairs to the footbridge over the Ford. He did not accept that repairs were necessary but stressed that Parish Council could carry out repairs at their expenses but the repairs had to be approved by the County Council. The Parish Council consider that the footbridge is dangerous and for disabled access a wider footbridge with handrails is required. The Parish Council have around £1,500 of CIL money which could be used to help fund the repairs. C’lr Morris agreed to follow this up and report back to the Parish Council.

The following highway matters were reported at the October meeting:-

- The drain at the top of Botvyle Bank overflows summer and winter and is a hazard in icy conditions.
- The side of the highway opposite Gretton Lodge is eroded

The Clerk agreed to report these issues.

15. Correspondence.

The Clerk had circulated all correspondence by e-mail as it was received.

The Clerk reported the additional correspondence as follows:-

- Shropshire Council – Updating Place Plans – Questionnaire required to be completed by mid-December. It was agreed that the footbridge would be added as a priority.
- Shropshire Council Communities Scrutiny Committee – Environmental Maintenance Grant Task and Finish Group – Questionnaire on Highways Maintenance Grant.
- Shropshire Council – Public Guidance Note 2 – Stiles & Gates on Public Rights of Way – Landowners Guide – forwarded to C’lir Barker on 17th October at his request

16. Date of next scheduled meeting 9th January 2018.

The following dates were agreed for 2018 meetings:-

6th March

1st May

3rd July

4th September

6th November

There being no other business the meeting closed at 9.30pm