

**MINUTES OF
CARDINGTON PARISH COUNCIL
MEETING
HELD ON
Tuesday 6th November 2018**

Present : C’Ilr C Tonks (Chairman); C’Ilr A Seabury (Vice Chairman); C’Ilr S Pennington; C’Ilr J Norris;
C’Ilr Maydew, C’Ilr McMillan

C’Ilr Dan Morris arrived for item 10 as he had a prior meeting. Item 8 was deferred until C’Ilr Morris arrived at the meeting.

A member of the public attended the meeting and Standing Orders were lifted to allow him to speak regarding the request that the Parish Council consider Cardington Moor as a Settlement. (As discussed in Item 8)

1. Public Session. Limited to 15 minutes

The member of the public attending the meeting did not speak at this stage

2. Acceptance of Apologies

Apologies had been received and accepted from C’Ilr Rogers, C’Ilr Davies and C’Ilr Roberts

3. Declarations of Interest

No declarations of interest were received.

4. Minutes of the meeting held on Tuesday 4th September 2018

The Clerk confirmed that she had written to the Village Hall Committee asking them to confirm that an annual inspection of the defibrillator was carried out and also asking if further training sessions in the use of the defibrillator would be arranged. To date she has not received a reply. It was agreed that the Parish Council would arrange a presentation by a member of the St. Johns Ambulance. The Clerk was given names to contact.

It was proposed by C’Ilr McMillan, seconded by C’Ilr Pennington and unanimously agreed that the Minutes of the Meeting held on 4th September provided a true and accurate record of the meeting.

5. Phone Kiosk update

The Clerk confirmed that she had written to Mr and Mrs Noblet to express the Parish Council’s gratitude for the work they have carried out refurbishing the telephone kiosk.

The Clerk had obtained a map showing the Rights of Way in the Parish as requested at the September meeting. This was forwarded to C’Ilr McMillan.

C’Ilr McMillan told the meeting that he had spoken to a local artist who would illustrate some of the literature to make it look more interesting. He would visit the company at Craven Arms to obtain a quote for encapsulating the information boards.

6. Churchyard – Update

(a) Churchyard clean up

The Clerk had placed posters on notice boards, in the Parish Magazine, on the village and the Parish Council web sites asking for volunteers to help clean the churchyard ahead of the armistice service on 11th November. This had resulted in a good turn out. The Clerk was asked to place a note a thanks in the next Parish Magazine. C’Ilr Norris told the meeting a further clean up would take place on Saturday 10th November.

As discussed at the September meeting the clerk had written to the Parochial Church Council who had confirmed that the welcomed the opportunity to dedicate the church wall repairs to the Fallen and those who served in the First World War. .

As agreed at the September meeting the Clerk confirmed that she had written to Stretton memorials to inform them that the Parish Council had discussed the erection of a memorial in Cardington Churchyard and it had

been agreed that as this was an untraditional gravestone it was inconsistent with the rules of the diocese and as the burial ground is within the precincts of an ancient church, this memorial was not considered appropriate.

(b) Plan of churchyard

The Clerk was handed the plan of the burial ground which had been prepared by the church warden. Three copies had been prepared. One was held by the church warden, one by the PCC and the other handed to the Clerk. Only the Church Warden would update the plans and would circulate new copies when updates were done.

The Clerk was asked to write to the Parochial Church Council asking them to pass on a vote of thanks to the Church Warden and the person who assisted in preparing the plan. It was proposed by C’lrr Norris, seconded by C’lrr Pennington and agreed that the Parish Council would purchase a small gift for the Church Warden and the person who assisted him. C’lrr Norris agreed to purchase something appropriate for each of them up to a total value of £40.

7. Shropshire Council Local Joint Committee

A further meeting has not been arranged.

8. Planning:

a. Decisions on previously discussed applications:

- 18/02730/FUL Cruck Barn, Gretton - : Erection of three bay garage with study, bedroom and en suite above following removal of existing steel portal frame, roof and cladding (also LB application) Forwarded to all councillors 20.6.18.- Shown as Pending a Decision
- 18/03208/FUL Upper Farm, Wilstone – construction of an agricultural slurry lagoon. Forwarded to Councillors 24.7.18. Parish Council had no objection. Permission granted 2.11.18.
- 18/03661/FUL Barn Conversion, NE of Chatwall Lawn. Forwarded to all Councillors 14.8.18. Parish Council had no objection. Shown as Pending Consideration.
- 18/03859/FUL Upper Farm, Wilstone – construction of building to cover agricultural yard existing. Forwarded to all Councillors 29.8.18. The Parish Council had no objection. Application Granted 24.10.18

b. Any other planning matters including any new planning applications received just before the meeting.

- Local Needs exception site dwelling enquiry Single Plot Exception Site – Request for confirmation of local connection. Shropshire Council, Rural Housing Enabling Officer had contacted the Parish Council to confirm the applicants “Strong Local Connection”. To help her consider if the applicant becomes eligible for the “Build Your Own Affordable House”. At this stage no planning application has been made, The Policy criteria includes nine descriptions to demonstrate a “Strong Local Connection” too the parish area within which the suitable plot of land lies. It was unanimously agreed that the applicant met at least five of the criteria descriptions. The Clerk will respond to the Housing Enabling Officer.
- Single Plot exception site – enquiry asking Parish Council to consider if, in their opinion, Cardington Moor constitutes “a recognisable named settlement” The applicant explained the background to his request. The Clerk explained that this request had been received after the Agenda had been circulated and as this was not on the published Agenda, and therefore any interested parties were not given the opportunity to attend the meeting, this could not be discussed in detail and votes could not be taken. . An informal discussion took place when it was noted that Cardington Moor had 7 properties, one a holiday letting and one a second home. On this basis Cardington Moor may well be regarded as a settlement. This would be placed on the agenda for a future meeting and discussed further if Shropshire Council asked for the Parish Council’s opinion.

9. Finance

a. Invoices to pay:

- Grass cutting churchyard. The final cut was carried out in October. Email agreement was received and the clerk paid this account in the sum of £230 on 11th October. Cheque No. 100273
- Clerk salary – Sept/Oct £330.06 plus postage £11.96 totalling £342.02. Cheque No. 100274
- HMRC Tax due on Clerk’s salary. £82.60. Cheque No. 100275.
- Cardington Village Hall Hire for meetings January – November 2018. 6 meetings @ £7.50. Total £45.00. Cheque No. 100276

The Clerk told the meeting that she had received confirmation from Shropshire Council that the fee payable for the uncontested election held on 12th July to fill the vacancy for a parish councillor would be £100. An invoice for this amount will be prepared by Shropshire Council in April 2019. This amount will be added to the 2019/20 precept.

b. Balance held at Bank

The Secretary had prepared the bank reconciliation showing a balance of £9,956.55. This included £1599.16 Balance CIL money; £2,262.96 Highways Maintenance Grant; £1720 burial fees; £1,038.03 Transparency fund; £2,079 carry forward at 1st April plus £1156.67 balance of 2018/19 precept. (the £1,156.67 includes the repayment of £108.26 VAT reclaimed for 2017/18 purchases repaid in this financial year) The Chairman signed the Bank reconciliation and the bank statements,

c. External Audit

PKF Littlejohn confirmed the completion of the limited assurance review for the year ending 31st March 2018 on 4th September, 2018.

The submission deadline for the return for the period to 31st March 2019 is 10th June, 2019. It is anticipated that instructions will be sent out during March 2019 in line with current practice.

10. Highways

a, Maintenance scheme: update.

C’lrr Norris told the meeting that work would commence shortly. To spend the £2,262.96 Highways Maintenance Grant. The Clerk told the meeting that she had been informed that the Environmental Maintenance Grants were available for 2018/19 and 1019/20 financial years. She had requested application forms to complete.

b. Highway Matters reported: update

C’lrr Dan Morris and the Clerk had recently attended a meeting with Steven Davenport, the portfolio holder for Highways in another Parish. This had proved a very fruitful meeting and action was now being taken on the most urgent issues in that parish. C’lrr Morris told the meeting that two new senior members of staff had been appointed in the Highways Department and it was hoped progress would soon be seen.

c. Any further highway matter to report

Two further highway matters were reported:-

The pipe had collapsed and drains were blocked under the road at Enchmarsh Bank (half way from Cardington to Enchmarsh).

A gully is blocked near Leys Hills Farm.

The clerk agreed to add these items to the spreadsheet of highway issues and also report these two items.

The Clerk had been asked by Steven Davenport to supply a list showing the position of all grit bins in the Parish. The Clerk was given a list which she would add to the spreadsheet and also forward the list to Steven Davenport.

11. Shropshire Council Report – C’lrr D Morris to report.

C’lrr Morris gave the following report:-

Shropshire Council is about to launch its Local Plan Review Consultation on Preferred Sites for development in Shropshire. It’s purpose is to identify the preferred housing and employment sites to deliver the Council’s preferred level and distribution of development across Shropshire during the period to 2036

National planning policy and regulations requires the Council to maintain an up to date Development Plan to help deliver the identified development needs of the County. The Local Plan Review will provide an up to date and deliverable plan for Shropshire and will help to maintain local control over planning decisions by ensuring that the adopted policies and proposals will be the primary consideration for decisions about development in Shropshire.

The consultation document identifies around 70 preferred sites across 56 separate settlements including Shrewsbury, the Principal and Key market towns and each proposed Community Hub in order to deliver the preferred scale and distribution of housing and employment growth during the period to 2036.

Between now and 2036 the review says that Shropshire needs another 1430 houses per year - the plan to deliver this will be an urban focused development plan with only 27.5% of that total to be found from rural areas. In our Division of Burnell, there is only one village, Dorrington, that has been identified as a community Hub, and thereby Dorrington will have some development.

Condover Parish Council, which includes Dorrington, is currently writing a Neighbourhood Plan, and this Plan in conjunction with Shropshire Council will provide policies on how development In Dorrington should be managed to support sustainable development. This could include identifying a development boundary for the village and specific site allocations.

The Consultation Period for the local plan review will be between Thursday 29 November 2018 – Thursday 31 January 2019. There will be a link to the Shropshire council Website to enable people to participate.

Parish Councils will receive an invitation to a meeting to discuss spending of CIL money.

12. Date of next scheduled meeting – Tuesday 8th January 2019 commencing at 8pm

13. 2019 Meetings: _

As C’lir Dan Morris has a meeting of Condover Parish Council on the same date as Cardington Parish Council meeting he was asked if he preferred Cardington to change the date of their meeting. C’lir Morris confirmed that he would always attend both meetings on the same night and the dates were not changed.

The dates for the remaining 2019 Meetings would be as follows:-

Tuesday 5th March (Annual Meeting); Tuesday 7th May (AGM); Tuesday 2nd July; Tuesday 3rd September; Tuesday 5th November.

There being no other business the meeting closed at 9.30pm