

Sheriffhales Parish Council

*Including the communities of Sheriffhales, Lilyhurst, Burlington, Heath Hill,
Weston Heath, Redhill and Chadwell*

Minutes of a the Parish Council Meeting held in the Village Hall, Sheriffhales on the
Date 8 May 2014 following the Annual Parish Meeting

Present: Cllrs **Peter Bonsall** (Chairman); Mrs Anne Jackson; Mrs Janet Jones; Richard Maddocks;
Neil Pulker; Gordon Tonkinson; John Webb and Peter Young.

In attendance: Anne Chalkley – Clerk. Shropshire Councillor – Kevin Turley Public 1

1/14 **ELECTION OF CHAIRMAN –**

- a) It was **PROPOSED** by Cllr Young and **SECONDED** by Cllr Maddocks that Cllr Bonsall continue as Chairman of the Council. **ALL AGREED.**
- b) Cllr Bonsall signed the Declaration of Office.

2/14 **ELECTION OF VICE CHAIRMAN –**

- a) It was **PROPOSED** by Cllr Bonsall and **SECONDED** by Cllr Webb that Cllr Young continue as Vice Chairman of the Council. **ALL AGREED.**
- b) Cllr Young signed the Declaration of Office.

3/14 **CHAIRMAN'S WELCOME AND ANNOUNCEMENTS** – The Chairman welcomed all present to the meeting.

4/14 **APOLOGIES** – Cllr Horne (Unwell)

5/14 **DISCLOSABLE PECUNIARY INTERESTS** – There were no Pecuniary Interests.

6/14 **DISPENSATION** – There were no dispensations.

7/14 **PUBLIC PARTICIPATION SESSION** – There were no questions asked.

8/14 **MINUTES** – It was **RESOLVED** to approve and sign the minutes dated the 13 March 2014.

9/14 **MATTERS ARISING** - There were no matters arising.

10/14 **STANDING ORDERS AND FINANCIAL REGULATIONS** – It was **RESOLVED** to adopt the Standing Orders, but to postpone adopting the Financial Regulations until the Clerk had attended the training course on the 18 June.

11/14 **REVIEW OF THE COUNCIL'S REPRESENTATION ON EXTERNAL BODIES** – After discussion it was **AGREED** that the following members are representatives of the Council:

Organisation/Committee	Current Representative/s
Planning	Any 5 Councillors
Community Council	Cllr John Horne
Highways Liaison	Cllr Gordon Tonkinson
Joint Local Committee	Cllrs Peter Young and Janet Jones
Parish Footpaths	Cllr Peter Young
Press Contacts	Cllr Peter Bonsall and Clerk
Public Transport Contacts	Liaison through Brian Waters

Signed:..... Date:.....

Road safety Committee	Cllr Gordon Tonkinson
Tree Warden	Cllr Peter Young
Village Hall Committee	Neil Pulker
Website Liaison	Cllr Peter Bonsall and Clerk
Young People and Children Officer	Neil Pulker

12/14 **GENERAL POWER OF COMPETENCE** – It was **RESOLVED** to adopt the General Power of Competence.

13/14 **PLANNING APPLICATIONS** – There were no planning applications.

14/14 **PLANNING APPLICATIONS** – No planning applications had been received after the agenda had been sent out and the meeting.

15/14 **PLANNING APPLICATIONS DECISIONS** –

- a) **Reference: 13/02476/FUL** - Laburnum Farm, 68 Heath Hill, Sherifffhales -
Erection of an affordable dwelling and detached garage – **Pending Decision**
The Clerk was asked to find out why this application has still not been granted permission.
- a) **Reference: 14/00373/FUL**
Proposed: Renovation and alterations to replace existing defective roof covering; extension to first floor; remodel front elevation; installation of front and rear dormer windows and associated improvements in thermal efficiency to include integrated solar PV panels.
Location: Woodlands, Kettlemore Lane, Sherifffhales, Shifnal, TF11 8RG – **Grant Permission.**
- b) **Reference: 14/00788/FUL**
Proposed: Erection of single storey sun room on rear elevation; raise and extend rear first floor.
Location: 94 Damson Lane, Weston Heath, Sherifffhales, Shifnal, Shropshire – **Grant Permission.**

16/14 **FINANCE** -

- a) It was **RESOLVED** to approve and sign the following payments:

Cheque No	Payment to	Description	Net	VAT	Gross
981	Anne Chalkley	Salary April - May	415.48	0.00	415.48
982	Anne Chalkley	Expenses	4.30	0.00	4.30

- b) It was **RESOLVED** to approve and sign the following payments after the agenda had been sent out:

Cheque No	Payment to	Description	Net	VAT	Gross
983	Account Ability	Internal Audit	120.00	0.00	120.00
984	Alan Harding	4 cuts of grass	240.00	48.00	288.00
985	SALC	SALC/NALC Affiliation fees	267.62	0.00	267.62

The members asked the Clerk if she would contact Alan Harding and ask him to put the dates of the grassing cutting on all future invoices.

- c) To sign the End of Year – It was **RESOLVED** to approve and sign the following:
- Reconciliation and Bank Statements for the month of March 2014.
 - Receipts and Payments including income and expenditure spreadsheets .
 - Annual Return Section 1 - Statement and Section 2 Annual Governance Statement 2013/14.
 - To note the comments of the Internal Auditor.

Signed:..... Date:.....

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- d) On-Line Banking – The Clerk asked if she could access on-line banking to download the Bank Statements. It was **RESOLVED** the Clerk could have on-line banking to download the Bank Statements. Two signatories signed the document to allow this process.
- 17/14 **SHERIFFHALES PLAYING FIELD** – The e-mail from the consultant, Bob Oakes, was noted. The Clerk to contact Bob Oakes and ask him to continue the negotiations with the Trustees.
- 18/14 **RoSPA INSPECTION** – It was **AGREED** that the RoSPA inspection should continue to be carried out via Shropshire Council.
- 19/14 **PUBLIC LIABILITY INSURANCE** – Cllr Pulker asked if a sign could be put up at the Sports/Playing Field informing all that use the play equipment that they use it at their own risk. After discussion it was **AGREED** the Clerk contact Shropshire Council to see if they have any examples of these types of signs.
- 20/14 **V FESTIVAL 2014 UPDATE** - Cllr Pulker asked if there had been any response to the letter sent to the V Festival. The Clerk reported that she had received no response. It was **AGREED** to review this again at the next meeting.
- 21/15 **CIVIC SERVICE 8 June 2014 at 3pm** – The Clerk was asked to contact the Minister of the Church regarding the programme of the Civic Service and invite the surrounding Parish Councils to the ceremony.
- 22/14 **BARN DANCE 2014** – On-going.
- 23/14 **GARDEN COMPETITION 2014** – Cllr Mrs Jones reported that she had given the Clerk information to put into the Newsletter for the next two months. The winners of the Garden Competition will be invited to the September Parish Council meeting for tea and cake and to accept their awards.
- 24/14 **POST OFFICE/SHOP PROVISION FOR SHERIFFHALES** – *On-going.*
- 25/14 **VILLAGE TRAFFIC CONCERNS/ROADWORKS** –
- a) Pot holes on Kettlemore Lane, the road to Ted’s Farm Shop, Sheriffhales. The road is in a very poor state.
 - b) Broken roadside safety mirror opposite The Pinfold – I have reported this to Highways who are looking into it. It was **AGREED** the Clerk obtain quotations for two replacement mirrors.
 - c) Work was carried out on the 24 April to replace the damaged culvert under Lillyhurst Road. From Graham Downes Highway Manager – Noted.
 - d) Birlington Junction onto A5 Road Improvements –The Clerk was asked to contact Highways to ask when the work will be carried out before there is another fatality.
 - e) There is still a very large pothole on the road that goes past both Chadwell Court Farm and Chadwell Grange Farm on the way to Chadwell Mill. Cllr Maddocks reported that although the pothole had been repaired, it is back in the same state as it was before it had been repaired. Clerk to contact Highways regarding this issue.
- 26/14 **REPORT FROM MOST RECENT SCHOOL GOVERNORS MEETING** – Cllr Tonkinson reported that reports go out to parents and there were eight schools involved in the partnership.
- 27/14 **DELEGATES REPORTS** – There were no reports from delegates.
- 28/14 **VILLAGE TIDYNESS** – Cllr Pulker reported that Brian Brown has been tidying the village voluntarily for some years now and he suggested a plaque ‘recognising the work and dedication of Brian Brown in keeping Sheriffhales such a picturesque village’. He also suggested a gift of £25 to be presented to him at the September Parish Council meeting. It was **AGREED** to purchase the plaque and present him with a gift of £25 at the September Parish Council meeting.
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It was reported that the Cycling Club keep the public spaces looking tidy and beautiful. It was **AGREED** the Clerk write to the Cycling Club informing them how much the Parish Council appreciate what they do for the village.

29/14 **TRAVELLERS** – Illegal Traveller Encampment on the grass verge on the road from Shifnal through to the A5 and beyond to Sheriffhales – Suggestion have been made to plough the verge to stop the travellers from settling on the field in Shifnal.

30/14 **BEN WALKER PRESENTATION ON FIBRE BROADBAND** – Shropshire Council, Ben Walker gave a presentation to the members on the new Fibre Broadband project. He agreed to send some information regarding the fibre Broadband project to be put into the Parish Magazine to alert all the residents to what is coming to their area and how to access it. When he knows more about when the broadband will be arriving in this area, he will arrange to speak at another Parish Council meeting.

31/14 **CORRESPONDENCE – e-mailed to Councillors since last meeting**

- a) Alerts
- b) Rural Services Network
- c) SALC Bulletin 11 April
- d) PACT Dates
- e) Future Fit Engagement Events Invitation
- f) Post 16 Student Transport Consultation
- g) SALC – Meeting with Planning Minister 09/04/14
- h) Weekly Email News Digest – 14 April 2014
- i) Shropshire Health & Poverty report 2012-13
- j) Rural Vulnerability Service – Fuel Poverty – April 2014
- k) Shropshire Council Newsroom – Changes to waste and recycling collections over Easter.
- l) Shropshire Council Newsroom: Shropshire Local Flood Risk Management Strategy
- m) Shropshire Rural Hub April 2014 Newsletter
- n) Rural Opportunities Bulletin
- o) RSN Seminar - Neighbourhood and the Broader Planning
- p) Shaping your Outdoors - the Newsletter of Shropshire Council's Outdoor Recreation
- q) Broadband - a new man at the helm.
- r) Rural Services Network spotlight on Disability
- s) Fieldwork: Latest campaigning news and ideas from CPRE
- t) Funding Central Newsletter – 23 April 2014
- u) SALC Bulletin 25 April 2014

32/14 **CORRESPONDANCE RECEIVED SINCE LAST MEETING –**

- a) Shropshire Council - Precept
- b) Account Ability – Derrick Rigby – Internal Auditor
- c) Mr R W L Oakes – Consultant for Barbers Rural Consultancy LLP
- d) House of Commons – Mark Pritchard MP – Development Policy
- e) House of Commons – Mark Pritchard MP – Changes to Planning Policy
- f) Strutt & Parker – Neighbourhood Planning Services
- g) Contryside Voice – to be circulated at meeting

32314 **EXCLUSION OF THE PRESS AND PUBLIC** - It was **RESOLVED** to pass a resolution to exclude the press and public under Public Bodies (Admission to Meetings) Act 1960 so as to discuss the following confidential matters.

34/14 **CLERKS CONTRACT AND SALARY** – It was **AGREED** to update the Clerks Contract and send it to her for signature. The Clerk left the room for the members to discuss her salary review. On her return to the meeting, she was informed that it had been **AGREED** to award her a salary increase. The Clerk thanked the members.

35/14 **Next Meeting:** 10 July 2014 at 7.30pm in Sheriffhales Village Hall.

The meeting closed at 9.30pm.