

**MINUTES OF THE SHERIFFHALES PARISH COUNCIL MEETING HELD ON THE
11TH JULY 2019 AT SHERIFFHALES VILLAGE HALL**

Present: Councillors: Dr Alan MacWhannell (Chairman); Mr Neil Pulker; Mr John Horne; Mr Gordon Tonkinson; Mr Kevin Turley, Miss Sarah Barratt, Mr James Bubb.

In attendance Clerk to the Council – Miss Jennifer Cree

73/19. Apologies for Absence.

Apologies of absence were received from Councillors Edwards and Edmondson.

74/19. Public Participation – a maximum of 15 minutes for members of the public to address the Council

For note: The public participation is for the public to address the Parish Council on matters that they wish to raise. The Parish Council cannot comment or resolve action on any points raised at this time. If the item requires information being sent from the Council, the Clerk will do this following the meeting. If it is a matter for further discussion it may be added to a future agenda.

Standing orders were raised to enable members of the public to speak.

Mrs Lorraine Edwards addressed the Council on development of a Community Orchard on the Playing Field.

Mr Peter Bonsall and Mr Neil Harley addressed the Council on a development proposal for new housing comprising approximately 50 homes in the Parish.

Mr Anton Gunter addressed the Council over concern on road surface deterioration at the Church Lane Evergreens Junction and Poor visibility on the Church Lane and Rock junctions with the B4379.

Members of the public were thanked for taking the time to attend the meeting.

Standing orders were reinstated.

75/19. Declaration of Councillors' Pecuniary Interests.
None were declared.

76/19. To receive for confirmation and adoption and agree the Minutes of the Parish Council meeting held on 9th and 23rd May 2019.

The Minutes of the meeting held on 9th and 23rd May 2019, having been circulated in advance of the current meeting, were agreed and signed as a true record of the proceedings at that meeting with the following exception: -

The minutes of the 23rd May 2019 the words "Annual General" should be deleted.

Councillor Horne attended the meeting held on the 9th May.

77/19. Report of the Clerk

Community Based Defib training is being investigated again.

Update on Bank signatories – forms completed and returned to the bank

VE Day 8th May 2020 – defer until the next meeting with ideas for the celebration.

Update on Neat N Tidy works – full breakdown of works completed to be circulated to all members

Woodcote Matters: Shropshire council asked for clarification on Status of Road improvements and Quarry Working

Outstanding Shropshire Highways Matters:

(Kettlemore Lane, Church Verge path, The Evergreens, traffic calming report at centre of the village and A5 junction) The Clerk has re requested reports and information on progress on the above items and where necessary further information supplied.

Action: Clerk to progress further for the next meeting

Culvert update. The officer dealing with this matter has advised that the culvert is completely replaced and that the Report relating to this assessment will be circulated to the Council. The work required is not scheduled by Shropshire council at present. Confirmation on timescale awaited from Officer.

Action: Clerk to progress further for the next meeting

To set a date for Councillor Nutting to attend the Parish Council: agreement to attend the meeting on the 12th September 2019 has been received. In light of this it was proposed by Councillor Horne and seconded by Councillor Tonkinson that Mr Nutting be asked to attend at 7.00 p.m. prior to the meeting starting at 7.30 and that the Public be invited to attend. On a vote this was carried.

Action: Clerk to inform Mr Nutting of suggested time to attend.

To discuss appointment of lead on Christmas Light Display – this was deferred until a future meeting

Highways and Transport Briefing Note

Shropshire Local Plan Review - 'Strategic Sites' Consultation

The above were noted with no formal Parish Council response.

78/19. Appeals, Planning applications and decisions

Reference: 19/02560/FUL (validated: 10/06/2019)

Address: Barn At, Village Farm, Sheriffhales, Shifnal, Shropshire, TF11 8RD

Proposal: Conversion and erection of two storey extension to form one residential dwelling; erection of garage; to include some demolition of outbuildings (amended scheme to previously approved 17/01145/FUL)

Recommend Approve subject to complying with relevant policies

Reference: 19/02805/TCA (validated: 21/06/2019)

Address: Walnut Tree Cottage, Church Lane, Sheriffhales, Shifnal, TF11 8RD

Proposal: Works to trees (See Report) within Sheriffhales Conservation Area

Recommend Approve subject to complying with Shropshire Councils Conservation policies.

Action: Clerk to send comments to Shropshire Planning

79/19. 80/19. To receive the quote against specification for Field works. / To discuss Playing field matters

(Playing Field access, Bench requirements for the Play Area, Community Orchard, update members on the Annual Inspection)

The quote for the works to clear scrub, trees etc at the top of the playing fields is £3500.

Members discussed the future of the site and it was proposed by Councillor Pulker that an integrated development is looked at for the area. With a professional design be drawn to show the options for the site, then to take this out to the Community for consultation. Whichever scheme is agreed would be installed in a phased manor. This was seconded by Councillor Turley and on a vote carried.

In addition, it was proposed by Councillor MacWhannell and seconded by Councillor Turley to set a budget of £500 for the preparation of scheme drawings and distribution to the residents of the Parish. On a vote this was agreed.

Action: Clerk to progress further for the next meeting

To re-subscribe to Playing Fields Association £30-£50 requested. It was proposed by Councillor Tonkinson and seconded by Councillor Turley to re-subscribe to the Playing Fields Association. On a vote this was carried.

Action: Clerk to raise a cheque for the membership

Clarification from Insurance over coverage for liability to the playing fields

Email from Sarah Musgrove re playing field access

Action: Clerk/ Chairman to progress further for the next meeting

Review of Polling Districts, Polling Places and Polling Stations Consultation

The above were noted with no Parish Council action required

81/19. To Agree a policy for Grant Applications

It was proposed by Councillor Pulker and seconded by Councillor Horne that the policy set out in appendix d to the Agenda papers be accepted. It was noted that

applications would be considered twice a year and a ceiling of £500 per application introduced. On a vote this was carried.

82/19. To discuss grant applications received (from the PTFA, Crucial Crew and Sheriffhales Primary School) (appendix e)

The grant applications as detailed on the agenda papers were discussed:

It was proposed by Councillor Horne and seconded by Councillor MacWhannell that the grant request for Crucial Crew (£170), be declined for this year the event already having taken place. On a vote this was agreed.

It was proposed by Councillor Turley and seconded by Councillor Pulker that the PTFA request for shortfall funding of £360 to enable purchase of Laptops for School use be supported. On a vote this was carried.

It was noted that the request for support (£960) to enable tree works at Sheriffhales Primary School to be undertaken did not meet the Parish Grant Policy or relevant LEA Guidance and was not considered further.

83/19. To agree an alternative website supplier

The Papers relating to this previously circulated as appendix f in the agenda having been considered it was Proposed by Councillor MacWhannell and seconded by Councillor Horne to engage Town and Country Websites to prepare a new website subject to confirmation that file uploading is straightforward.

Action: Clerk to proceed with the new web site provider.

84/19. To agree local training at Sheriffhales for Councillors

It was proposed by Councillor MacWhannell and seconded by Councillor Turley to have a training day at Sheriffhales subject to Councillors identified requirements being clarified. On a vote this was carried.

Action: Members to confirm what topics they would like covered and identify dates.

85/19. Agree arrangements for the Civic Service and Village event

It was noted that the Civic Service and Community day has been set for the 29th September. The Chairman asked all members to come forward with ideas for the day for the next meeting.

Action : Members to respond to Clerk.

86/19. To agree / discuss next steps of Neighbourhood / Parish Plan

The Council were informed that the Neighbourhood Plan Boundary having been agreed previously as the civil parish boundary has now been circulated with a closing date for this stage of consultation being at the end of August. It was noted that a group

to take forward further development of the Neighbourhood plan would be required
Councillor Pulker and Councillor Tonkinson expressed interest in sitting on this group.
No Action at this time.

87/19. To ratify and agree accounts for Payment as set out in appendix g
It was proposed by Councillor Turley and seconded by Councillor Horne to accept these accounts. On a vote this was carried.

88/19. To receive and agree the year end accounts as set out in appendix h and Internal Auditors Report if available
It was proposed by Councillor Turley and seconded by Councillor Horne to accept the year end accounts as set out in appendix h and Internal Auditors report tabled at the meeting. On a vote this was carried.

89/19. To note accounts up to 31st May 2019
It was proposed by Councillor Horne and seconded by Councillor Turley to accept the accounts as set out on the agenda papers under appendix I, up to 31st May. On a vote this was carried.

90/19. Review and agree Councillor representation on outside bodies and internal responsibilities and lead roles (e.g. footpaths, trees warden, village hall representative, Traffic and Highways matters, Environmental Maintenance)
It was noted that lead roles for Councillors had not been reviewed for sometime and members were asked to put their names forward for areas they would be prepared to cover and where necessary lead on. Any member interested in putting their name forward for the remaining positions and these will be taken at the next meeting.
Action : Members to put names forward for vacant areas of responsibility.

91/19. Items for future Meetings
To agree war memorial policy;
To discuss the General Power of Competence;
VE Day;
Community Day;
Grant Budget;
Potential development plan for Sheriffhales;

92/19. Dates of Next Meetings –
12th September 2019
14th November 2019