

**MINUTES OF THE SHERIFFHALES PARISH MEETING HELD ON THE 11th JUNE 2024 AT 7.30PM AT
SHERIFFHALES VILLAGE HALL**

Present Councillors: Mr J Horne (Chairman), Mrs S Whittam, Mr Gordon Tonkinson, Mrs P Hodgetts, Mrs L Edwards, Mr N Pulker, Mr Alan Edwards and Unitary Cllr Mr K Turley.

Also, in attendance Clerk to the Council – Mrs Jennifer Cree.

80/24. Apologies for Absence .

Apologies of absence were received from Cllr Mrs A Sutcliffe.

81/24. Declaration of Councillors' Pecuniary Interests.

None were declared.

82/24. To receive for confirmation and adoption, and agree the Minutes of the Parish Council meeting held on 14th May 2024.(copy circulated)

The minutes of the above meeting were agreed as an accurate record of the meeting with the following amendment:-

The time started was 7.30pm not 7.00pm.

83/24. Public Participation

No members of the public present wished to speak.

84/24. Unitary Councillor feedback and questions

Cllr K Turley addressed the Council on the following points:-

- An issue was raised by Cllr G Tonkinson re a rat infestation in Kettlemore Lane – he will report it to Shropshire Environmental Health.
- A41 accident / fatality – has been reported to Shropshire Council and a study is being undertaken by Shropshire Highways. Speeding through the village is also of concern. It was noted that the policing at the incident was lacking as the road was closed for circa 19 hours, and there was not a clear diversion route for traffic, the Clerk to write to Amanda Cooper – based at Shifnal and copy in the PCC with the concerns of the Council.
- Stubb Lane, Highways need to cut the verges he will progress.
- He has a drive round with Graham Downs on Monday – any areas of concern to let him know.
- Pinfold – paperwork is being signed off for a new lease holder, and its their responsibility to clear and tidy the area in the contract.
- Kettlemore Lane is up as a planning application and he has requested it goes to the full planning committee and given a reason for this.
- There has been a further fatality on the A5 recently and a further 3 more on this road over recent years also, and the safety of this road was questioned also.

85/24. Planning applications received, Decisions and Enforcement matters made by Shropshire Council

New planning applications received

Reference: 24/01789/FUL (validated: 08/05/2024)

Address: 20 Back Road, Crackleybank, Sheriffhales, Shifnal, Shropshire, TF11 8QU

Proposal: Single storey rear extension, first floor rear roof alteration and part garage conversion

No objection

Reference: 24/01670/FUL (validated: 14/05/2024)

Address: Pumping Station, Kettlemore Lane, Sheriffhales, Shropshire

Proposal: Installation of a kiosk

No objection

Reference: 24/01874/FUL (validated: 14/05/2024)

Address: 95 Damson Lane, Weston Heath, Sheriffhales, Shifnal, Shropshire, TF11 8RU

Proposal: Porch extension

No objection

Reference: 24/01962/FUL (validated: 20/05/2024)

Address: 38 Kettlemore Lane, Sheriffhales, Shifnal, Shropshire, TF11 8RG

Proposal: Single storey side and rear extensions, two storey rear extension and detached garage

No objection

Decisions

Reference: 24/01268/FUL (validated: 28/03/2024)

Address: Teds Farm Caravan And Camping Site, Hunger Hill Farm, Sheriffhales, Shifnal,

Proposal: Shop, reception building and alterations to existing access

Decision: Grant Permission

Reference: 24/01558/TCA (validated: 13/04/2024)

Address: The Old House, The Rock, Sheriffhales, Shifnal, Shropshire, TF11 8RA

Proposal: Fell 1no Silver Birch within Sheriffhales Conservation Area

Decision: No Objection

The decisions were noted.

86/24. To receive an update on outstanding items from the list from the roles and responsibilities

Public Rights of Way / Bridle Paths

The following information was received from Cllr Mrs A Sutcliffe with the agenda papers:-

“If you could report that I’m in contact with Shropshire Council and they are arranging to have a paper copy of the definitive map of Sheriffhales Parish (including footpaths) printed for the Parish Council, as large as they can for ease of viewing.

I am in possession of a couple of maps of the parish from circa 100 years ago that show far more footpaths than are detailed on the definitive map - so should we wish to challenge/include these on the definitive map would there be a budget for me to get the maps copied.”

PROW Damson Lane – Stump Lane – needs reporting as hedge needs cutting and gate is narrow.

Speed-watch

Cllr Mrs P Hodgetts and Mrs S Whittam reported that several people have been trained and they undertook their first session on Monday and reported 14 people that have been speeding in an hour, a further session will take place on Thursday. The fastest speed was 49mph in a 30mph and they will get a police visit. There are a further 5 people that have come forward to join the team. The time per session is an hour. The Chairman thanked all the Councillors involved and the community volunteers.

Village Maintenance noticeboards, grit bins, moles, litter bins, sight mirrors – Green Space maintenance – To discuss the idea of a lengthsman

Cllr Mrs P Hodgetts suggested that a summary of the services we use, i.e the EMG contractor, grass cutting contractor etc is collated to review what services we receive and where we may be lacking. It was noted that up until April 2021 we employed a lengthsman at £15 per hour to undertake the cutting at Heath Hill and other areas of the Parish, she suggested that we could look at this again.

If a lengthsman is sub contracted to the council a specific list and role / list of duties and times to work etc needs to be worked out.

All the peripheral villages should also be taken into account. The EMG grant funds (£1500 match funded) can be used on any expenses relating to work on Shropshire Council land, so could be used for any contractor.

The Clerk will circulate the list of areas of concerns that were agreed some time ago for a further discussion on this topic at the next meeting.

The Clerk to get a cost from Dittons for cutting Heath Hill and the path towards the village as separate costs.

Cllr Mrs L Edwards reported that she has spoken to the Clerk re no mow May. The Playing fields has been left as no mow May, and this has been undertaken by Ditton's and has been well received by the public. Several residents have asked what happens at the end of May, many have asked if the paths could remain through the summer for various reasons as they have really enjoyed the paths. It was agreed by the Council to postpone the cutting of the area that has been left for the summer and then this to be cut down in the autumn after it has been reviewed at that time. This to be added to the Chairmans report for the village newsletter to inform the public. In September to look also at planting some wildflower areas.

Community Events

D Day update - Cllr Mrs P Hodgetts reported that the afternoon tea was a great success, the silent soldiers were amazing and the community effort was very much appreciated. Members thanked Cllr Mrs P Hodgetts and the volunteers for the work to make it such a special event.

Community Solar Panel liaison / Grants and Finance

Looking back through the minutes, the Parish Council reviewed the expenditure of the Lightsource funds and looked at what should have been allocated against these funds over the past 5 years, the list is below:-

Benches for the Playing Fields	£3,500.00
Path from Church Lane – Church gate	£1,200.00
Village Hall	£ 500.00
Village Gateway markers (install)	£1,975.00
Noticeboard	£ 350.00
Orchard trees and accessories.	£ 678.00
Village Hall donation	£5,000.00
Total	£13,203.00

This reduces the balance to £7,297.00 for refurbishment of the children's play area.

It was proposed by Cllr A Edwards and seconded by Cllr Mrs S Whittam to allocate the funds as detailed above. On a vote this was carried. The Clerk to inform the Solar Farm Committee of this information, to support the grant application has been submitted by Cllr Mrs S Whittam.

Cllr N Pulker will go back to the Solar Farm re their grant application, he has the information re the new kit. He has taken advice on the grants stream from the suppliers and they agreed with the Clerk to apply for the National Lottery Grant.

Play Area Development

Update from Alison - the new quote for the two larger pieces of equipment are with Neil and Sharron to look into funding.

87/24. To discuss Neighbourhood Plans and make a decision on moving forward

Cllr N Pulker suggested that we should decide whether we should agree to do the plan. Cllr A Edwards expressed his concerns over the usefulness of the plan.

Cllr Mrs L Edwards stated that we need the support of the parishioners and all council members need to be committed for this project to move forward successfully.

It was proposed by Cllr Mrs P Hodgetts to put in notifications, in the Parish Magazine, noticeboards, Whats app group to ask for the public support. Using the 3 questions from the consultant, and in addition ask - if you want change can you help to do this, are you prepared to help fund raise, for the plan also. The information circulated with the questions should include the costs and as much detail as possible about Neighbourhood Plans so the public have all of the information possible. This was seconded by Cllr Mrs S Whittam and on a vote, it was carried with one abstention. It was agreed that this will be circulated after the general election in September.

88-89/24. Parish Walks - Promotion of the village / Parish

This item was put on the agenda for members to discuss the idea of promoting Sheriffhales as a destination village, and to see if the Council would like to encourage more visitors to the area from the outside. A discussion took place and following this Cllr N Pulker proposed that we should not promote the village for people outside of the area as the

Parish does not have the infrastructure to cope. It was seconded by Cllr J Horne and on a vote was carried by majority.

90/24. To discuss a village honours scheme

It was previously agreed in April to seek from the public their thoughts on an honours scheme. It was agreed to put out the poster prepared by Cllr Mrs P Hodgetts and seek opinion and combine the honours if agreed with the Celebrating Sheriffhales Day next year.

91/24. To discuss having a Chairmans consort

The Chairman left the room at this time.

The concept of a Chairman's consort was raised with members.

It was proposed by Cllr Mrs P Hodgetts and seconded by Cllr Mrs S Whittam to nominate Mrs Angela Horne as consort to the Chairman for the duration of Cllr J Horne as Chairman of the Council, this would be reviewed when the next chairman is elected. This was agreed by majority.

The Chairman returned to the meeting.

92/24. Clerks report

The following items were noted:-

Celebrating Sheriffhales Day

Update on casual vacancy no election called by the 6th June we can formally advertise to co-opt

Kings Award for voluntary service

Shropshire Council - Public Space Protection order, dog constraints

Invite for volunteers and community groups to Lord Lieutenant service 10th December – they are asking parish councils to suggest possible guests from throughout their communities, so that we can recognise all those who serve in whatever capacity. This to be received by 31 August.

The Clerk reported that members are continuing to experience problems with the email settings, she has spoken to the contractor that has set up several other councils and he will write a new website with all current complaisance's and set up the emails so they can be used from the gmail or Microsoft platforms. There would be a one off cost of £495, the annual support would also decrease from £3000 to £65 per annum and there would be no IONOS monthly costs either. Cllr A Edwards proposed and Cllr N Pulker seconded to swop to the new email system and website set up and this be funded from the website budget line. On a vote this was carried.

93/24. Accounts for payment and accounts up to 31/5/24

The accounts for payment are detailed below:-

26/05/2024	458.42	14	Clerks salary May
26/05/2024	114.60	15	Inland revenue - May
12/05/2024	56.86	16	Expenses May, mobile and Microsoft
01/05/2024	30.07	17	Ionos – domain and emails
08/05/2024	180.00	18	Jamie Watts – EMG Work
08/05/2024	134.00	19	D Day celebrations
08/05/2024	162.00	20	Dittons – grass cutting
13/05/2024	19.98	21	D Day celebrations
17/05/2024	367.58	22	SALC Subs for year
29/05/2024	520.00	23	Village Hall room hire for a year
total May	2043.51		

It was proposed by Cllr J Horne and seconded by Cllr A Edwards to accept these accounts, On a vote this was carried.

The accounts were accepted and noted as set out as Appendix 1 to these minutes.

94/24. To agree the updated Financial Regulations (copy circulated)

It was proposed by Cllr J Horne and seconded by Cllr Mrs P Hodgetts to accept the new Financial Regulations, on a vote this was carried.

95/24. Future Agenda

No mow and wildflowers (September), standing items of responsibility, meeting schedule, Honours, Neighbourhood Plan (October meeting)

96/24. Dates of next meeting (all meetings are at 7pm unless otherwise stated).

9th July 2024 (NP, SW apologies)
10th September 2024
8th October 2024
12th November 2024
14th January 2025
11th February 2025
11th March 2025 (APM / Normal meeting)
8th April 2025
13th May 2025

Income

Date	Name	Ref No	Precept	EMG Grant / other	Interest	refund	total
09/04/2024	Lloyds	a	0.00	0.00	4.23	0.00	4.23
12/04/2024	VAT	b	0.00	0.00	0.00	2848.12	2852.35
24/04/2024	Shropshire council	c	16962.00	0.00	0.00	0.00	19814.35
09/05/2024	Lloyds	d	0.00	0.00	4.38	0.00	19818.73
21/05/2024	Shropshire council	e	0.00	5801.77	0.00	0.00	25620.50
		f					

Expenditure

"April 2024			
26/04/2024	458.42	1	Clerks salary
26/04/2024	114.6	2	HMRC
15/04/2024	56.86	3	Expenses, Microsoft and phone bill
02/04/2024	50.33	4	Viking direct – ink cartridges
03/04/2024	30.07	5	Ionos – domain and emails
03/04/2024	229.08	6	Glasdon – Gateway marker post
05/04/2024	35	7	SALC – course fees
09/04/2024	162	8	Ditton services – grass cutting
11/04/2024	52.4	9	Amazon - Flagpole
12/04/2024	420	10	Noticeboard
17/04/2024	28.8	11	Flag - D Day
30/04/2024	1920	12	Jamie Watts – fell tree
30/04/2024	120	13	L Charles accounting Internal Audit
total April	3677.56		
26/05/2024	458.42	14	Clerks salary May
26/05/2024	114.60	15	Inland revenue - May
12/05/2024	56.86	16	Expenses May, mobile and Microsoft
01/05/2024	30.07	17	Ionos – domain and emails
08/05/2024	180.00	18	Jamie Watts – EMG Work
08/05/2024	134.00	19	D Day celebrations
08/05/2024	162.00	20	Dittons – grass cutting
13/05/2024	19.98	21	D Day celebrations
17/05/2024	367.58	22	SALC Subs for year
29/05/2024	520.00	23	Village Hall room hire for a year
total May	2043.51		
overall total	5721.07		

Bank Reconciliation

SHERIFFHALES PARISH COUNCIL
BANK RECONCILIATION
2024/25

Date 31/03/2024

Accounts	£	£
Opening Balance Treasurer as at 01/04/24		19,607.13
Business account		4,096.49
Unpresented cheques		-
		-
		<u>23,703.62</u>
Receipts 2024/5	25,620.50	
Payments 2023/4	<u>5,721.07</u>	
		19,899.43
		<u>43,603.05</u>
Treasurers Account		39,497.95
Business Account		4,105.10
Unpresented cheques		-
<u>Unpresented receipts</u>		-
		<u>43,603.05</u>

Balance date:	31/05/2024					
Signed:.....	Date:.....	31/05/2024				
Chairman						
Prepared by J Cree, Parish Clerk/RFO						