

Whixall Parish Council

Chairman: Ian Mercer

Minutes of the Annual Parish Council Meeting held on Wednesday 14th October 2015 at
Whixall Social Centre starting at 7:30pm

Present:

Chairman: I Mercer

Councillors: J Spenser, D Edgerton, S Marlow, C Platon, B Harris, J Fitton, M Howard

Shropshire Councillors: C Mellings & P Dee

Clerk: K Hatton

Public: PCSO Graeme Baines (Whitchurch Safer Neighbourhood Team)

108/15 Introduction

Cllr Mercer declared the meeting open. He welcomed Cllr Margaret Howard who signed her declaration of Acceptance of Office in the presence of the council. Margaret was issued with a copy of the Good Councillors Guide and Code of Conduct. Margaret confirmed that she had sent her Declaration of Pecuniary Interests form and election expenses form to the relevant departments at Shirehall.

109/15 Public Participation

PCSO Graeme Baines reported that there had been no serious incidents in Whixall over the last month. The only reported incident related to sheep getting out onto the roads and other peoples land- the police have tried to contact the owner of the sheep without success and it is really an issue for trading standards or DEFRA who have been contacted.

PCSO Baines also stated that if there are any concerns regarding traffic safety to contact the team and they will monitor the situation.

110/15 Apologies for absence

J Hardiman- family commitment

111/15 Disclosure of Pecuniary Interests

None declared.

112/15 Minutes of the meeting held on 9th September 2015

One amendment was made to the draft minutes under item 105/15c) - Cllr Platon's complaint was with Severn Trent not Shropshire Council.

It was proposed by Cllr Spenser that the amended minutes were an accurate record of the meeting. Seconded by Cllr Marlow and agreed by all present.

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| It was resolved that the minutes of 9 th September 2015 be signed by the Chair as an accurate record of the meeting. |
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113/15 Planning

a) Applications received:

Ref:15/03217/PBMA- Application for Prior Approval for the change of use from agricultural use to residential use at Main Range, Lower House Farm, Stanley Green, Whixall, Shropshire.

Stance: **Support**

Comment: **The Parish Council wish to ensure adequate sewage treatment provision and surface water disposal.**

- Ref: 15/00193/FUL- Replacement of an existing wooden bungalow and garage with a two storey dwelling and garage; installation of package treatment plant at Rhos, Church Lane, Whixall, Shropshire. (Re-consultation).

The following response was proposed by Cllr Harris, seconded by Cllr Marlow and agreed by all.

Stance: **Support**

Comment: **Subject to the removal of permitted development rights.**

-Ref: 15/04101/FUL - Erection of single storey extension to side elevation and conversion of detached garage into two bedroom ancillary accommodation at Southern Ash , Gilberts Lane, Whixall, Shropshire, SY13 2PR

Stance: **Support**

Comment: **No comment**

b) Decisions to note:

No new decisions to note.

114/15 Clerk's Report

- a) Correspondence to note- 1. Mazars feedback and remittance advice. 2. Broadband-The Clerk has been copied into discussion between a parishioner and Connecting Shropshire via email, there has also been comments posted on Whixall Community facebook page regarding the lack of supply of superfast broadband and cabinet two: **Cllr Harris reported that fibre was at Tilstock exchange but he had information that the engineers are not connecting to cabinet 2 due to the backlog of customers who are paying for sports TV subscriptions after BT won the contract to provide this. Cllr Mercer proposed that the Clerk writes to Chris Taylor (Connecting Shropshire) to clarify the situation. Cllr Harris seconded the proposal and agreed to provide the Clerk with wording for the letter. Proposal agreed by all.**
- b) Remembrance Day- Cenotaph tidy- the Clerk explained that Dave Evans had weed-killed the area and the Clerk will tidy in advance of Remembrance Sunday. **Cllr Mercer agreed to reading the roll of honour and Cllr Edgerton will do a reading from the Order of Service.**
- c) North Shropshire Area Committee meetings- 07/12/15 and 07/03/16 – **Clerk to check time and place of meetings.**
- d) Community led Road Safety concern- Whixall School footpath: has been submitted for consideration of funding through the prioritisation process and this will now need to be assessed against other competing scheme requests from across the County. It is unlikely that we will get an idea of which schemes have been successful until Dec/Jan time. In a phone conversation David Gradwell indicated that including it in the Place Plan might be beneficial.
- e) Bridleways and restricted Byways- Clearance by Shropshire Council: Issue was raised by a parishioner who had previously tried to get the bridleway from Morris Bridge- East cleared through contacting Shropshire Council, to no avail. Parishioner also raised the Alders Lane to Whixall Marina green lane which is overgrown. Shropshire Council has responded to getting both issues sorted and will keep the Parish Council informed.
- f) Bowling club rent has been received and deposited.
- g) Leaking Canal issue is ongoing- Chris Mellings has chased up Shropshire Council and had an interim response.
- h) Local Joint Committee representative. **Cllr Spenser volunteered to be rep.**
- i) Election costs- we will receive a summary of the costs soon but no need to pay until next year.

115/15 Financial mattersa) Monthly balance sheet

The Clerk explained that the bank statement for August had not been received because there had been no transactions. August and September's balance sheet was presented and confirmed as accurate with the current bank statements by Cllr Mercer.

Balances at end of September 2015...

| DATE | ACCOUNT NAME | AMOUNT |
|--------------|------------------------|------------------|
| 29.09.2015 | Community Account | £5,874.73 |
| | Business Saver Account | £3,921.49 |
| TOTAL | | £9,796.22 |

b) Outstanding accounts

Orders for the payment of money (listed below) as per the financial report of the Responsible Financial Officer (RFO) were proposed by Cllr Spenser, seconded by Cllr Fitton and agreed by all present.

| DATE | CHEQUE NO. | DETAILS | AMOUNT |
|----------|------------|--|----------------|
| 14/10/15 | 101055 | Mazars- Audit return fee | £30.00 |
| | 101056 | C Jones- Grass cutting at Social Centre and Moss Cottages playing field for July, August and September | £180.00 |
| | 101057 | K Hatton- Clerk's pay for September | £300.30 |
| | | Total | £510.30 |

It was resolved that the outstanding accounts should be paid and cheques were signed by two authorised councillors.

c) Expenditure Report
2nd Quarterly- Noted**116/15 Parish Matters**

a) The Marlot- Proposal: To erect livestock fence along boundary, install self closing gates and a water trough (with grant funding) in order to enable seasonal grazing on the site.

Councillors confirmed that they had received a copy of the minutes of the Marlot meeting held on 7th October 2015. Cllr Mercer summarised the discussion and promoted some further discussion around the around the proposal. Cllr Marlow suggested that the proposal be agreed; this was seconded by Cllr Howard and agreed by all.

RESOLUTION: To erect a livestock fence along boundary, install self closing gates and a water trough (with grant funding) in order to enable seasonal grazing on the site.

b) Parish Council Assets- Old Burial Ground

Councillors confirmed that they had received copies of the Parish Council meeting minutes from 1999 relating to the use of and responsibility for the Old Burial Ground. The Clerk summarised the situation as follows:

- i. Maintenance and control of the Old Burial Ground was transferred to the Parish Council by the Lichfield Diocese in 1973 or 1974. (Official documentation not currently located).
- ii. The Social Centre's use of the ground was challenged by Rev. Baldwin in June 1999.
- iii. A faculty (to the Diocese) for change of use was applied for to include a broad range of uses- as the citation notice has not been located yet the exact list is not absolutely clear. Submitted December 1999.
- iv. The judgement from the Diocese of Lichfield was received in April 2000 – all changes of use requested were granted. The wording of the petition appeared that the Parish Council had delegated responsibility to the Social Centre Committee but this had not been the intention of petitioners.

- v. It was unanimously resolved to form an Old Burial Ground Committee and delegate decision-making powers to that committee regarding the hiring of the Old Burial Ground. The Parish Council would retain responsibility for any decisions taken.

With regard to related insurance matters; it has been confirmed that there is shared insurance responsibility for the ground and liability will always be with the person at negligible fault.

It was resolved that a representative from the Social Centre Committee be invited to the January meeting to discuss and clarify the procedure and responsibilities looking forward.

In connection with the Social Centre and the Parish Council's responsibility to monitor concerns within the parish the peripheral issue of recent public comment about the Social Centre's pricing structure changes and the issue of people making comments on social media was discussed.

It was stressed that no single member of the Parish Council may post a comment on social media on behalf of the Parish Council or respond to criticism to the Parish Council without its full consent.

- c) Road safety signage- Whixall nameplate signs

RESOLUTION: To request that Shropshire Council provide a symbols bar on 2 existing Whixall nameplate signs at following locations:

-Fenns Bank road (outside Holly Farm)

-Road to Northwood (at top of Ossage Lane)

... and replace 4 others with proposed new nameplate sign in following locations:

-Alkington Road (to Whitchurch)

- Hollinwood (Tilstock road)

-Post Office Lane (road to B5476)

-Ossage Lane (south end, near Browns of Wem)

- d) Community Led Parish Plan- Actions Review

RESOLUTION: To move agenda item to next meeting.

- e) Autumn/ Winter Newsletter- To agree final draft

RESOLUTION: To include schedule of meetings. Minor amendments agreed. Delivery arrangements agreed.

- f) Senior Citizens' Christmas Party- Arrangements to finalise

Checklist reviewed and updated.

117/15 Parish Council Policy

Councillor Howard proposed that the Record Management Policy was adopted, seconded by Cllr Marlow and agreed by all.

RESOLUTION: Record management policy adopted on this day- 14th October 2015.

118/15 Highways

- a) Referrals to Shropshire Council

-Markings indicating work to be done on road through Welsh End area- when will work be done? Cllr Mellings said it related to pre-surface dressing which should take place this year in advance of a surface dress next year.

- Cllr Edgerton raised the issue of the uncut hedges along the road to Tilstock between Coton and Steel Heath causing tractors to drive across the white line. Cllr Mellings agreed to raise the issue with Highways.

- It was suggested that the safety fencing around the Waggoners site was causing a visual obstruction when turning right (south) at Platt Lane junction.

b) Scheduled works by Shropshire Council

ROAD CLOSURES: BDUK work- Fibre installation by BT. To commence in November. Closures only in place 9.30-15.30 and closure and diversion route removed at night:

- Stanley Green Lane, 2/11/2015 for 5 days
- Maltkiln Lane, 9/11/2015 for 5 days
- Maltkiln Lane to Stanley Green Crossroads, 16/11/2015 for 5 days
- Platt Lane, Tilstock, 23/11/2015 for 5 days

ROAD CLOSURE: New Water Connection by Severn Trent Water:

- Pool Head jct to Paddol Green jct, adj "Westerley", Pool Head, Wem, 23/11/ 2015 for 3 days

119/15 Councillors' Reports

Cllr Marlow reported that Parishioner M Peile had informed her that he had not had any further feedback since visit from Richard Garbett- flooding issue reported in April (minute ref. 39/15).

Cllr Platon reported that he had received an apology from Severn Trent re: un-notified closure of Canal Side for Severn Trent investigative works (minute ref: 105/15c).

Cllr Mercer reported that he had been unable to attend the Helicopter Noise Liaison meeting. Cllr Dee had attended- not many complaints had been reported.

Cllr Dee reported on the Refugee Working Party meeting in Ludlow and multi-agency approach to enable appropriate assessment and action in response to the crisis. There have been offers of board and lodgings in the south of the county. For more information visit the LGA website.

Cllr Dee also reported on the Local Joint Committee meeting:

- o Planning presentation from Ian Kilby- Responsible Officer and Mal Price- Planning Portfolio holder.
- o Health Service presentation on the 'Future Fit' project which is on hold due to the deficit.
- o Rights of Way presentation which praised the P3 group for the quality of the recently produced 'Whixall Walks' booklet.

Cllr Edgerton suggested that the Chairman's board should be updated.

120/15 Consider Future Agenda Items

Karen Townsend to attend. Invite Luke Neal. Draft Budget. Grass cutting tender review- Clerk to check rules re: procurement and contracts.

The meeting closed at 9:50pm

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| DATE OF NEXT MEETING: Wednesday 11th November at 7.30 pm |
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