

# Whixall Parish Council

Chairman: Ian Mercer

Minutes of the Parish Council Meeting held on Wednesday 20<sup>th</sup> April 2016 at  
Whixall Social Centre starting at 7:30pm

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**Present:**

**Chairman:** I Mercer

**Councillors:** C Platon, S Marlow, J Hardiman, B Harris, J Fitton, M Howard

**Shropshire Councillors:** C Mellings, P Dee

**Clerk:** K Hatton

**Public:** 4 members of the public were in attendance.

**37/16 Introduction**

Cllr Mercer declared the meeting open.

**38/16 Public Participation**

The members of the public wished to hear the update on the flooding (item 42/16a). Questions about the enforcement process were raised; when were notices issued, when will Shropshire Council carry out the work and proceed with the legal process to re-coup costs?

**39/16 Apologies for absence**

J Spenser, D Edgerton

**40/16 Disclosure of Pecuniary Interests**

None

**41/16 Minutes of the meeting held on 9<sup>th</sup> March 2016**

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

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| <b>It was resolved</b> that the minutes of 9 <sup>th</sup> March 2016 be signed by the Chair as an accurate record of the meeting. |
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**42/16 Parish Matters**

**a) Flooding- Update**

Cllr Mellings provided an update on the actions of land drainage officers who have carried out inspections in the area. He referred to a meeting due to take place on 21<sup>st</sup> April which would provide opportunity to speak with Claire Wilson and David Edwards of Shropshire Council. Correspondence from Shropshire Wildlife Trust and Natural England were referred to. SWT appear to be committed to carrying out work to clear ditches as soon as they have ownership of the land (scrap yard site and flooded fields).

Cllr Mercer stated that the Parish Council newsletter will make reference to landowners 'doing their bit' to keep their ditches maintained.

The discussion touched on the wider issue of climate change and flood management, i.e. the concept of sacrificing agricultural land to save businesses and properties further downstream'.

Cllr Mellings noted the other issues with Moss Lane: the structure of the bridge and the surface of the road.

**b) Meres and Mosses LPS- Land purchase and consultation plans**

It was confirmed that Shropshire Wildlife Trust and Natural England will be giving a presentation at the Annual Parish Meeting on 11<sup>th</sup> May. The focus of which will be SWT's plans for the scrap yard and flooded fields and NE's plans for the restoration of the moss.

#### **43/16 Planning**

**-All planning applications and decisions can be tracked on line at [www.shropshire.gov.uk](http://www.shropshire.gov.uk)**

##### Applications received- to consider response

-Ref: 16/01313/VAR- Variation of condition 2 (approved plans) and discharge of Conditions 3 (drainage), 4 (landscaping) and 8 (lighting) attached to planning permission reference 15/00267/FUL dated 10.07.15. Proposed Affordable Dwelling at Browns Brook Farm, Whixall, Shropshire, SY13 2SB

*Cllr Howard informed the council that she had made personal representation on this application as a neighbour. The Clerk advised Cllr Howard that she may want to declare a prejudicial interest in the application. Cllr Howard took no further part in the discussion.*

##### **RESOLUTION**

**Stance:** Representation (neutral)

**Comment:** No comment

-Ref: 16/01502/FUL - Erection of single storey extension with roof balcony to rear; erection of two-storey gable end extension; erection of extension and gable chimney stack; installation of new foul drainage to sewage treatment plant following demolition of double garage and single storey gable at 3 Hollinwood, Whitchurch, SY13 2NW

##### **RESOLUTION**

**Stance:** Representation (neutral)

**Comment:** No comment

##### Decisions- to note

-Ref: 16/00266/LBC - Works to include installation of replacement windows to all elevations; brick-up window in Victorian extension; fitting of roof lights affecting a Grade II Listed Building at Hornspike House, Dobsons Bridge, Whixall, Shropshire, SY13 2QD- Decision: **Grant Permission**

-Ref: 14/00834/FUL - Erection of two agricultural sheds; siting of temporary agricultural workers dwelling; extension to access track at Little Acorn Farm- Recommendation to Grant Permission. **Went to committee on 19<sup>th</sup> April 2016. Outcome: Grant permission** The Planning Committee passed the application with a condition that the Caravan cannot be re-sited until the two agricultural sheds have been built. There were concerns about the drainage but despite the ditches being full of water leading up to the site which raised concerns from some members, the Shropshire Council drainage confirmed the drainage proposals are acceptable.

#### **44/16 Clerk's Report**

##### **a) Correspondence- To note**

The following correspondence was noted:

- Letter from Whixall Primary school- request for donation.
- Response from Shropshire Council re: request for dog waste bin at Marlot- deemed too remote, therefore will not be installed.
- All electronic correspondence is forwarded to Cllrs.

##### **b) Newsletter- Final approval**

The drafted newsletter was approved by the council with one minor amendment. Proposer: Cllr Howard, seconder: Cllr Hardiman.

##### **c) Annual Parish Meeting- Finalise Planning**

The Clerk confirmed arrangements for both the Annual Parish Council Meeting and the Annual Parish Meeting.

Cllr Mercer stated the procedure for the election of Chair and Vice Chair.

#### **45/16 Financial matters**

##### **a) Monthly Balance sheet and 4<sup>th</sup> Quarterly Expenditure Report- To note**

The March balance sheet was presented and confirmed as accurate with the current bank statements by Cllr Mercer.

4<sup>th</sup> Quarterly Expenditure Report noted.

Cllrs confirmed their receipt of all financial end of year documentation.

| DATE         | ACCOUNT NAME           | AMOUNT           |
|--------------|------------------------|------------------|
| 29.03.2016   | Community Account      | £1,986.32        |
|              | Business Saver Account | £3,922.47        |
| <b>TOTAL</b> |                        | <b>£5,908.79</b> |

b) Request from Whixall School for donation towards table tops for nature area- To consider

Power to spend- LGA 1972 s.137

Following a short discussion Cllr Hardiman proposed that the request for £200 was granted, seconded by Cllr Howard and agreed by all.

c) Outstanding accounts- To approve

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

| DATE  | CHEQUE NO. | DETAILS   | AMOUNT           | LEGAL POWER TO SPEND |
|---|------------|---|------------------|----------------------|
| Date of meeting:<br>20 <sup>th</sup> April 2016 | 101085     | K Hatton- Clerk's pay for March   | £300.30          | LGA 1972 s.112(2)    |
|   | 101086     | Whixall Social Centre- Hall hire, from April 2016- March 2017. Inc. 10 meetings and Senior Citizens' Christmas party. | £250.00          | LGA 1972 s.134(4)    |
|   | 101087     | Error made on cheque  | xxxxxxxxxxxxxx   | xxxxxxxxxxxxxxxxxxxx |
|   | 101088     | SALC- Affiliation fee, from 1 <sup>st</sup> April 2016- 1 <sup>st</sup> March 2017                                    | £313.38          | LGA 1972 s.143       |
|   | 101089     | Whixall CE Primary School- Donation towards new table tops for nature area.   | £200.00          | LGA 1972 s.137       |
|   | 101090     | C Jones- Grass cutting x 2 cuts   | £60.00           | HA 1980 s. 96        |
| <b>Total</b>                                    |            |   | <b>£1,123.68</b> |                      |

LGA= Local Government Act

HA= Highways Act

**It was resolved** that the outstanding accounts should be paid and cheques signed by two authorised councillors. (Clerk to obtain a second signature after the meeting as only 1 authorised Cllr present).

d) Financial Regulations- To approve Review

All Cllrs had received a copy of the updated review of regulations as provided by the Clerk/RFO. Each statement was read out by the Chair and the evidence considered.

e) Annual Return- Annual Governance Statement and Accounting Statement – to approve

In direct response to the review of the council's financial regulations (above) the Annual Governance Statement (section 1 of the Annual Return 2015/16) was approved by the council. The statement acknowledges the council's responsibility for ensuring that there is a sound system of internal control.

The RFO/ Clerk explained the amendment to the accounting statement: The error was that £35 (forecasted amount) had been inputted into the expenditure spreadsheet for the web site host fee rather than £40 (actual fee). Because this was an unrepresented cheque at time of bank reconciliation the error did not present itself. Internal audit processes highlighted the error. The council approved the

figures with the initialled amendments in lines 6, 7, 8 and 9. The figure in line 9 had been rounded down rather than up.

Cllr Harris raised questions about the asset register regarding community assets being valued at £1 and the fact that depreciation is not accounted for. It was confirmed that items are valued as per guidance; that all assets retain their cost value for the duration of its life and that assets not purchased are given a nominal value of £1.

Proposer: Cllr Harris

Seconder: Cllr Mercer

**Resolution: That the Annual Governance Statement and Accounting Statement were signed by the Clerk/RFO and the Chair.**

#### **46/16 Highways**

##### **a) Referrals to Shropshire Council**

Cllr Mellings took details of highways issues in the following areas:

- Ossage Bridge
- Moss Lane
- Abbey Green
- Edstatston
- Waterloo

Cllr Dee stated her investigation of an issue on Post Office Lane.

The Clerk reminded the council that highway issues can be reported directly to Shropshire Council.

##### **b) Scheduled works by Shropshire Council**

Cllr Mellings asked for feedback on the recent works/ road closures in Brownsbrook. It was reported that the closure was kept to a minimum.

#### **47/16 Councillors' Reports**

Cllr Mercer reported on the following recent meetings:

- Helicopter Noise Liaison meeting.
- Meres and Mosses meeting.

Cllr Harris reported on a post on Whixall facebook page; parishioner concerned by the receipt of an investment opportunity in property development that is advertised by Right Move with a Whixall postcode. The property is a proposed barn conversion in Abbey Green. This property has the benefit of planning permission.

#### **48/16 Consider Future Agenda Items**

May agenda to be succinct as Annual Parish Meeting to follow.

The meeting closed at 10:05pm

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| <b>DATE OF NEXT MEETING: Wednesday 11<sup>th</sup> May 2016 at 7:00 pm</b> |
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