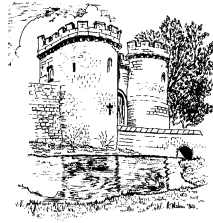


Whittington Parish Council



Minutes of the Meeting of Whittington Parish Council held on Tuesday 17th July 2018 at 7.30pm in the Senior Citizen's Hall, Whittington.

Councillors Present: Mrs Jill Whitby (Chairman), Mr Frank Davies, Mr Ian Johnson, Mr Gregg Hickman, Mrs Jenny Pritchard, Mr Paul Thompson-Lawrence, Mr Steve Charmley, Lucy Beaumont joined the meeting after being co-opted (Agenda Item 135.18)

Also in attendance: Mrs A Jones (Clerk), 2 members of the public.

127.18	APOLOGIES FOR ABSENCE Apologies for absence were received from Mr Paul Jones, Mr Rupert Harvey, Mrs Pat Raine. Councillor Ian Johnson informed the Chair that he would be late to the meeting. It was RESOLVED to accept all apologies.
128.18	DISCLOSABLE PECUNIARY INTERESTS Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. <i>[Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable interest, whether or not the interest is entered in the register of members' interest maintained by the Monitoring Officer]</i> NONE DECLARED.
129.18	CONFIRMATION OF MINUTES To confirm the Minutes of the Full Council Meeting held on 26.06.18 It was proposed by Cllr Franks Davies and seconded by Cllr Gregg Hickman, all agreed, that the minutes of the meeting held on Tuesday 26 th June 2018 at 7.30pm at the Senior Citizen's Hall be accepted. It was RESOLVED to sign the minutes as a true record.
130.18	PUBLIC PARTICIPATION To allow public participation in accordance with the Council's Standing Order procedure No matters were raised.
131.18	REPORTS For information <ul style="list-style-type: none">a) Clerk's Progress Report – Matters arising since the last meeting.<ul style="list-style-type: none">i. The Clerk reported that two defibrillator training sessions have now been booked for 4th and 25th August both at 10am in the Senior Citizen's Hall. These dates have been

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publicised. The defibrillator has been registered to extend the warranty to 10 years and registered with the WMAS. In order to complete the registration, the Chair signed the WMAS Memorandum of Understanding. WMAS will now issue a unique ID for this Defib which the Clerk will put on the front of the Cabinet.

- II. The Clerk also reported that there has been a complaint made about speeding through the village and a request for a speed monitoring camera. It was **RESOLVED** that the Clerk raise this with the police to request if speed monitoring can take place.
- III. The Clerk reported that the Banking Change of Address Form had been submitted and following this a meeting with Councillor Frank Davies and the Clerk was arranged with the bank. The mandate form needs to be updated and signatories need to complete 'banking user forms'. The Clerk also reported that she could be set up as a 'user' for online banking which would not enable her to make payments but would allow her to check bank balances, print statements as and when required and transfer money between council accounts as agreed. It was **RESOLVED** to sign the forms.
It was **RESOLVED** to note the Clerk's report.

19.39 - Councillor Rupert Harvey joined the meeting

- b) **Footway Lighting** – Update following the meeting with Highline Electrical. Cllrs Whitby and Davies and the Clerk met with Highline on 10th July for an update on the Streetlighting project. It was **NOTED** that all columns in Park Hall are now in and Highline are currently waiting for a date from Scottish Power to connect them. There will be an additional cost (in addition to what was quoted for) for the ones that Scottish Power need to transfer. The annual survey will take place in July and then the council can review this and decide where to focus on next for the LED conversion project. There is not currently a maintenance contract in place with Highline and this is something for the council to consider in the future.

Report of lights out:

- No 111 opposite entrance to Yew Tree
- T-Junction, turn towards Babbinswood, opposite the Donnitt

19.43 – Cllr Ian Johnson joined the meeting

- c) **Whittington Cemetery Grass cutting** – Update from the Contractor and to receive any issues relating to the Cemetery. The Chair read out the report from the Contractor in relation to the recent issues. It was **RESOLVED** to **NOTE** the report and continue to monitor the areas to ensure the contract is adhered to. It was **FURTHER RESOLVED** to release payment withheld at the June Meeting and the payment to be authorised at this meeting in 3 weeks time after additional checks have been made to ensure the contract is now being adhered to.
- d) **Whittington Together Village Event** – Update from Cllr Ian Johnson. Cllr Ian Johnson gave an update on the event and informed councillors that they have now been allocated a Lottery Grant. **RESOLVED** to Note.
- e) **Whittington play area at Fitzgwarine** - To receive any issues relating to the Play Area. No issues reported and **NOTED** that the ROSPA should be ready for the August meeting.
- f) **Garden of Remembrance** - To discuss any issues relating to the Garden. Trees need pruning in early Autumn. **RESOLVED** to request a quote from Greenfingers and ask if they would consider doing this within the contract price as the hot weather has meant less cuts have been required.
- g) **Whittington Castle** - To discuss any issues relating to the Castle. Looks a bit untidy around the front railing area and councillors **AGREED** that this could be something they could tend to themselves.

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<p>132.18</p>	<p>POLICE REPORT</p> <p>To receive a verbal Police Report (dependent on their attendance at this meeting). Written report of incidents within the parish for the month of June, 2018 emailed to Councillor Paul Thompson-Lawrence.</p> <p>Apologies were given by PC L'Clare as nobody was available to attend the meeting and no written report has been received. RESOLVED to note.</p>
<p>133.18</p>	<p>SHROPSHIRE COUNCILLOR REPORT</p> <p>To receive a report from Councillor Steve Charmley</p> <p>Councillors Steve Charmley covered the following matters in his report:</p> <ul style="list-style-type: none"> • Notification of the changes to Shropshire Council's Road Safety Community Concerns Policy. The only project in the process for Whittington is the one on Top Street which they would look to fund through CIL. • Development behind the school and subsequent objections. Layout of the community car park has been revised. • Visit to 10 Downing Street <p>RESOLVED to note.</p>
<p>134.18</p>	<p>YOUTH CLUB FOR WHITTINGTON</p> <p>Councillors to receive and consider information from TNS</p> <p>Representatives from TNS gave their apologies as they were unable to attend the meeting and they have prepared a report for councillors to consider. Cllr Ian Johnson reported that he has spoken to the school and there was some interest expressed. It was RESOLVED to invite TNS to attend the August or September meeting when councillors have had time to consider the information provided in their report.</p>
<p>135.18</p>	<p>CASUAL VACANCY FOR A COUNCILLOR FOR THE PARISH OF WHITTINGTON</p> <p>To receive applications to co-opt a member to fill the vacancy as soon as practicable following the expiry of the 14-day period for the display of the notice.</p> <p>It was NOTED that the Clerk had received notification that an election had not been called and the council were informed that one application for co-option had been received. It was RESOLVED (Proposer: Steve Charmley, Seconded: Frank Davies) to co-opt Lucy Beaumont as councillor and the Declaration of Acceptance of Office was signed.</p>
<p>136.18</p>	<p>PLANNING</p> <p>a) To note any planning decisions</p> <p>I. Reference: 18/02172/TPO (validated: 11/05/2018) Address: The Beeches, 17 Boot Street, Whittington, Oswestry, Shropshire, SY11 4DG Proposal: Fell 1no Sycamore showing signs of decay protected by The Council of the Borough of Oswestry (Whittington) TPO 1967 (Ref: OS/00074/62) Decision: Grant Permission</p> <p>II. The following decision was issued after the agenda was published Reference: 18/02122/FUL (validated: 09/05/2018) Address: Land Adj 10 Walsham Avenue, Whittington, Oswestry, Shropshire, SY11 4DZ Proposal: Erection of one detached bungalow</p>

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	<p>Decision: Refuse</p> <p>RESOLVED to note.</p> <p>b) To consider any planning applications received (None received at the date the agenda was published) – NONE RECEIVED.</p>																											
<p>137.18</p>	<p>ACCOUNTS</p> <p>a) Consider the following accounts for Payment:</p> <table border="1" data-bbox="296 454 1453 1240"> <thead> <tr> <th data-bbox="296 454 416 488">Cheque No</th> <th data-bbox="416 454 1262 488">Sundry Creditor & Details</th> <th data-bbox="1262 454 1453 488">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="296 488 416 680">2920</td> <td data-bbox="416 488 1262 680"><i>Mrs A Jones – Salary (777.13) and expenses (mileage 34.65, stamps 6.65, office expenses 16.00, annual fee to wordpress for website domain and email (paid by clerk as online payment 124.00, Printer for the council (paid by clerk online) 85.99) as of 1st July 2018- 31st July 2018 (Admin)</i></td> <td data-bbox="1262 488 1453 680">1044.73</td> </tr> <tr> <td data-bbox="296 680 416 759">2921</td> <td data-bbox="416 680 1262 759"><i>HMRC – Clerk PAYE Payments (TAX and NI) and Council’s National Insurance Payment (Month 4 - 1/07/18 to 31/07/18- (Admin)</i></td> <td data-bbox="1262 680 1453 759">285.58</td> </tr> <tr> <td data-bbox="296 759 416 875">2922</td> <td data-bbox="416 759 1262 875"><i>Greenfingers Ltd. – Grounds Maintenance – June, 2018 - Maintenance Contractors (Oswestry) Inv. 34190 refers - Min.61/14 and Min. 79/16 refers)</i></td> <td data-bbox="1262 759 1453 875">579.60</td> </tr> <tr> <td data-bbox="296 875 416 925">2923</td> <td data-bbox="416 875 1262 925"><i>Highline Electrical – Streetlight Repairs (June)</i></td> <td data-bbox="1262 875 1453 925">60.00</td> </tr> <tr> <td data-bbox="296 925 416 1003">2924</td> <td data-bbox="416 925 1262 1003"><i>United (formerly Micro-Plus), set up Clerk’s laptop, install Office 356 1 year licence, Bullguard Internet Security – Admin</i></td> <td data-bbox="1262 925 1453 1003">139.98</td> </tr> <tr> <td data-bbox="296 1003 416 1097">2925</td> <td data-bbox="416 1003 1262 1097"><i>Cllr Whitby - Mileage to Community Led Housing Event and Get Well Soon Gift to Cllr Raine (£20.00)</i></td> <td data-bbox="1262 1003 1453 1097">24.50</td> </tr> <tr> <td data-bbox="296 1097 416 1176">2926</td> <td data-bbox="416 1097 1262 1176"><i>Shropshire Council – Streetlighting Electricity – 1st Quarter</i></td> <td data-bbox="1262 1097 1453 1176">2102.23</td> </tr> <tr> <td data-bbox="296 1176 416 1240">2927</td> <td data-bbox="416 1176 1262 1240"><i>Donation to First Responders (s.137)</i></td> <td data-bbox="1262 1176 1453 1240">100.00</td> </tr> </tbody> </table> <p>It was RESOLVED to approve all payments and withhold cheque number 2922 for 3 weeks, until additional checks have been made.</p> <p>b) To approve bank reconciliation up to and including 12th July 2018 (to be presented at the meeting) Current Account: 22,058.39 Deposit Account: 108,575.52</p> <p>RESOLVED to approve.</p> <p>c) Pensions – To note the Council’s legal responsibility to provide a pension for employees and agree to appoint NEST as the Council’s Pension Provider. It was RESOLVED (Proposer: Gregg Hickman, Seconder: Frank Davies) to set up a pension scheme with NEST and that the clerk be auto-enrolled.</p>	Cheque No	Sundry Creditor & Details	Amount	2920	<i>Mrs A Jones – Salary (777.13) and expenses (mileage 34.65, stamps 6.65, office expenses 16.00, annual fee to wordpress for website domain and email (paid by clerk as online payment 124.00, Printer for the council (paid by clerk online) 85.99) as of 1st July 2018- 31st July 2018 (Admin)</i>	1044.73	2921	<i>HMRC – Clerk PAYE Payments (TAX and NI) and Council’s National Insurance Payment (Month 4 - 1/07/18 to 31/07/18- (Admin)</i>	285.58	2922	<i>Greenfingers Ltd. – Grounds Maintenance – June, 2018 - Maintenance Contractors (Oswestry) Inv. 34190 refers - Min.61/14 and Min. 79/16 refers)</i>	579.60	2923	<i>Highline Electrical – Streetlight Repairs (June)</i>	60.00	2924	<i>United (formerly Micro-Plus), set up Clerk’s laptop, install Office 356 1 year licence, Bullguard Internet Security – Admin</i>	139.98	2925	<i>Cllr Whitby - Mileage to Community Led Housing Event and Get Well Soon Gift to Cllr Raine (£20.00)</i>	24.50	2926	<i>Shropshire Council – Streetlighting Electricity – 1st Quarter</i>	2102.23	2927	<i>Donation to First Responders (s.137)</i>	100.00
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<p>138.18</p>	<p>FINANCE AND EXECUTIVE COMMITTEE</p> <p>Agree Terms of Reference and Delegated Powers</p> <p>The Terms of Reference and Delegated Powers for the Finance and Executive Committee were AGREED and a copy of these are to be published on the website.</p>																											
<p>139.18</p>	<p>GROUNDS MAINTENANCE</p> <p>To consider forming a Grounds Maintenance Working Group to review the current Grounds Maintenance Contract and report back to Full Council.</p>																											

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	<p>It was RESOLVED to form a Working Group with the following members:</p> <ul style="list-style-type: none"> • Cllrs: Paul Jones, Frank Davies, Steve Charmley, Lucy Beaumont. • The group is to arrange a meeting with the PCC. • The group will meet in September.
<p>140.18</p>	<p>CONSULTATIONS Consider a response</p> <p>a) Shropshire Council is currently reviewing its Discretionary Rate Relief policy. This will be a 6 week consultation which closes on 15th August 2018. The consultation can be accessed on the Shropshire Council website at:- https://www.shropshire.gov.uk/get-involved/business-rates-discretionary-relief-policy-review-and-council-tax-discretionary-discounts/ Cllr Charmley reported that it will not affect village halls and clubs unless you are a members association with a bar. RESOLVED not to respond as a council.</p> <p>b) Shropshire Council, as the licensing authority for Shropshire, has commenced a consultation process on its Statement of Licensing Policy 2019 – 2024 under provisions contained in the Licensing Act 2003. The draft Statement of Licensing Policy is available to view at http://shropshire.gov.uk/get-involved/statement-of-licensing-policy-2019-2024/ It was RESOLVED not to respond as a council.</p>
<p>141.18</p>	<p>COUNCILLOR REPORTS / AREAS OF CONCERN / ITEMS FOR FUTURE AGENDA</p> <p>Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. <i>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</i></p> <ul style="list-style-type: none"> • Entrance gates to the village and signage ‘welcome to the village and please drive carefully’ - possible parish project after the LED conversions are complete • Footpath towards the Stanyards – this has been reported to Environmental Maintenance Shropshire Council • Narrow pavement to Babbinswood - hedge needs siding back • Footpath on Burma Road • Parish Paths Partnership and work that they have been working on – request for additional support on a project 7th and 8th August.
<p>142.18</p>	<p>CORRESPONDENCE – for information</p> <p>Received via e-mails or post ‘hard copies’ from 26th June, until date of this agenda</p> <ol style="list-style-type: none"> 1. Road Closure: St Martins Road B5069 Junction to B5070 Junction, Start Date: 8th August 2018, End Date: 10th August 2018. Purpose: Road Closure - Safe Access for overhead work and tree cutting and Underground BT footway and carriageway boxes for fibre cabling and jointing works in existing duct. Required for new customer connection. No weekend working. 2. Media release: Trust seeks to address immediate operational pressures in maternity service 3. Shropshire Council - Briefing Note: Planning Compliance/Enforcement 4. SALC Bulletin 5. Shropshire RCC - Community-led Housing event announced to take place Wednesday 19th September 6. Road Closure: Ebnal Lodge, Nr Gobowen. Start Date: 8th August 2018. End Date: 10th August 2018. Purpose: Road Closure - Safe Access for overhead work and tree cutting and Underground BT footway and carriageway boxes for fibre cabling and jointing works in existing duct. Required for new customer connection. No weekend working

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	<p>7. Road Closure: Cottage Lane, St Martins. Start Date: 5th September 2018. End Date: 7th September 2018. Purpose: Road Closure - Severn Trent Install Boundary Box</p> <p>8. NALC – Chief Executive Bulletin</p> <p>9. Healthwatch Shropshire - #ItStartsWithYou campaign</p>
143.18	<p>DATE AND TIME OF NEXT MEETING AND FUTURE MEETINGS</p> <p>To confirm the date and time of the next meeting and agree dates for future meetings</p> <p>Next meeting: Tuesday 21st August (3rd Tuesday of the month), 7.30pm</p> <p>Moving future meetings to earlier in the month was discussed and it was RESOLVED that this be discussed later in the year with a view to revising the dates of future meetings for 2019.</p>
144.18	<p>EXCLUSION OF PRESS AND PUBLIC - To resolve:</p> <p>That in accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involves the likely disclosure of confidential information.</p> <p>a) Shropshire Local Plan Review - Elect Councillors to form a sub-group. Cllrs Whitby, Johnson and Harvey (Cllr Davies is unable to attend) will attend a meeting at Shirehall on 16th August and report back at the August Full Council meeting.</p>

Meeting closed: 21.15