

# Whittington Parish Council

T: 01691 829571

E: [clerk@whittingtonpc.com](mailto:clerk@whittingtonpc.com)

[www.whittingtonpc.com](http://www.whittingtonpc.com)

Hawthorn Cottage, Porthywaen, Oswestry, Shropshire, SY10 8LX

16<sup>th</sup> January 2019

Dear Councillors,

You are summoned to attend a meeting of the Parish Council to be held on **Tuesday 22<sup>nd</sup> January 2019 at 7.30pm** in The Tea Rooms at Whittington Castle, Castle Street, Whittington for the transaction of business as set out in the Agenda below.



Mrs A Jones

Clerk to the Council

## AGENDA

<b>1.19</b>	<b>APOLOGIES FOR ABSENCE</b>
<b>2.19</b>	<b>DECLARATION OF ACCEPTANCE OF OFFICE</b> To note that Cllr Stanton signed the declaration of acceptance of office form before the meeting commenced.
<b>3.19</b>	<b>DISCLOSABLE PECUNIARY INTERESTS</b> 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>
<b>4.19</b>	<b>CONFIRMATION OF MINUTES</b> To confirm the Minutes of the Full Council Meeting held on 18.12.2018
<b>5.19</b>	<b>PUBLIC PARTICIPATION</b> To allow public participation in accordance with the Council's Standing Order procedure
<b>6.19</b>	<b>POLICE REPORT</b> To receive a verbal Police Report (dependent on their attendance at this meeting). Report of incidents within the parish for the month of December, 2018 circulated to councillors via email.
<b>7.19</b>	<b>REPORTS</b> <b>For Consideration</b> <ul style="list-style-type: none"><li>a) <b>Chair's Report</b> – Consider matters arising since the last meeting</li><li>b) <b>Clerk's Progress Report</b> – Consider matters arising since the last meeting</li><li>c) <b>Footway Lighting</b> - To receive any issues with streetlights</li><li>d) <b>Whittington Cemetery and Garden of Remembrance</b> – To consider the report by Cllrs Hickman, Davies and the Clerk following their meeting with representatives of the Church and the PCC</li></ul>

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	<p>e) <b>Whittington Castle</b> - To receive any issues relating to the Castle</p> <p>f) <b>Whittington play area at Fitzgwarine</b> – To discuss any other issues relating to the play area</p>																					
<b>8.19</b>	<p><b>SHROPSHIRE COUNCILLOR REPORT</b></p> <p>To receive a report from Councillor Steve Charmley.</p>																					
<b>9.19</b>	<p><b>PLANNING</b></p> <p>a) <b>To note any planning decisions</b></p> <p>I. <b>Reference:</b> 18/04703/FUL (validated: 22/10/2018)  <b>Address:</b> Land To The South Of Hindford, Whittington, Shropshire  <b>Proposal:</b> Erection of two dwellings, associated garaging, alternations to the private access road and associated works  <b>Decision:</b> Refuse</p> <p>II. <b>Reference:</b> 18/05091/FUL (validated: 05/11/2018)  <b>Address:</b> 19 Fitzgwarine Drive, Whittington, SY11 4NZ  <b>Proposal:</b> Erection of two storey side extension and porch to front  <b>Decision:</b> Grant Permission</p> <p>b) <b>Planning applications for consideration</b></p> <p>I. <b>Reference:</b> 19/00024/FUL  <b>Address:</b> 12 St Barbaras place, Park Hall, Oswestry, Shropshire, SY11 4AP.  <b>Proposal:</b> Erection of single storey extension</p> <p>c) <b>Planning Committee</b> – To receive a verbal report from the Planning Committee following their meeting on 22.01.19 and:</p> <p>I. <b>Local Plan</b> - Note the consultation response agreed by the committee to the Local Plan Review – Site Allocations.</p> <p>II. <b>Planning Policy</b> - Approve the adoption of the proposed ‘Pre-application Protocol’ as recommended by the committee and consider the committee’s proposed scheme of delegation regarding pre-application engagement.</p>																					
<b>10.19</b>	<p><b>ACCOUNTS</b></p> <p>a) Consider the following accounts for Payment:</p> <table border="1"> <thead> <tr> <th>Cheque No</th> <th>Sundry Creditor &amp; Details</th> <th>Amount (inc VAT)</th> </tr> </thead> <tbody> <tr> <td>2966</td> <td><i>Clerk’s Salary and expenses as of 1<sup>st</sup> January – 31<sup>st</sup> January 2019</i></td> <td>942.90</td> </tr> <tr> <td>2967</td> <td><i>HMRC – Clerk PAYE Payments (TAX and NI) and Council’s National Insurance Payment (Month 9 - 1/1/19 to 31/01/19)</i></td> <td>30.80</td> </tr> <tr> <td>2968</td> <td><i>Greenfingers Ltd. – Grounds Maintenance – January - Maintenance Contractors (Oswestry) Inv. 34190 refers - Min.61/14 and Min. 79/16 refers)</i></td> <td>579.60</td> </tr> <tr> <td>2969</td> <td><i>Highline Electrical</i> <ul style="list-style-type: none"> <li>• <i>Streetlight Repairs (December)</i></li> <li>• <i>Christmas Lights – (Ref: Grounds Maint. Sundry Minute 203.18 refers)</i></li> </ul> </td> <td>1465.80 306.00</td> </tr> <tr> <td>2970</td> <td><i>D W Gruar – Repairs required to Play Area Fence (Ref: Grounds Maint.Sundry Minute 197.18 refers)</i></td> <td>600.00</td> </tr> <tr> <td>2971</td> <td><i>SALC – Clerk’s copy of Local Council’s Explained</i></td> <td>19.99</td> </tr> </tbody> </table>	Cheque No	Sundry Creditor & Details	Amount (inc VAT)	2966	<i>Clerk’s Salary and expenses as of 1<sup>st</sup> January – 31<sup>st</sup> January 2019</i>	942.90	2967	<i>HMRC – Clerk PAYE Payments (TAX and NI) and Council’s National Insurance Payment (Month 9 - 1/1/19 to 31/01/19)</i>	30.80	2968	<i>Greenfingers Ltd. – Grounds Maintenance – January - Maintenance Contractors (Oswestry) Inv. 34190 refers - Min.61/14 and Min. 79/16 refers)</i>	579.60	2969	<i>Highline Electrical</i> <ul style="list-style-type: none"> <li>• <i>Streetlight Repairs (December)</i></li> <li>• <i>Christmas Lights – (Ref: Grounds Maint. Sundry Minute 203.18 refers)</i></li> </ul>	1465.80 306.00	2970	<i>D W Gruar – Repairs required to Play Area Fence (Ref: Grounds Maint.Sundry Minute 197.18 refers)</i>	600.00	2971	<i>SALC – Clerk’s copy of Local Council’s Explained</i>	19.99
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	<p>b) <b>Reconciliation</b> - To approve bank reconciliation up to and including 31<sup>st</sup> December 2018.  c) <b>2018/19 3<sup>rd</sup> Quarter Budget Report</b> – Consider the report and appoint a councillor to carry out the 3<sup>rd</sup> quarter internal check on the accounts.</p>				
11.19	<p><b>YOUTH ENGAGEMENT</b>  Receive an update from Cllr Johnson following meetings with TNS Foundation.</p>				
12.19	<p><b>2019/20 BUDGET</b></p> <p>a) <b>Earmarked Reserves</b> - Consider the Clerk’s report and recommendations in relation to earmarking reserves</p> <p>b) <b>To consider the budget proposal and items prepared by the Clerk, presented under the following headings:</b></p> <ol style="list-style-type: none"> <li>1. <b>Income</b> (Receipts)</li> <li>2. <b>Staff Costs</b> (Payments)</li> <li>3. <b>Administration</b> (Payments) <ol style="list-style-type: none"> <li>I. To include discussions on donations to the Garden of Remembrance and The Castle</li> </ol> </li> <li>4. <b>Culture, Leisure and Recreation</b> (Payments) <ol style="list-style-type: none"> <li>II. To include discussions on Youth Engagement, Play Equipment Inspections, Grounds Maintenance and Road Safety.</li> </ol> </li> <li>5. <b>Streetlighting</b> (Payments) <ol style="list-style-type: none"> <li>III. To include discussions on the on-going LED replacement project</li> </ol> </li> </ol> <p>c) <b>To agree the budget for 2019/20</b></p> <p>d) <b>To set the parish precept for 2019/20</b></p>				
13.19	<p><b>GRANT / DONATION REQUESTS</b>  To receive and consider grant applications received to date.</p>				
14.19	<p><b>COUNCILLOR REPORTS / AREAS OF CONCERN / ITEMS FOR FUTURE AGENDA</b>  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><b>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</b></i></p>				
15.19	<p><b>CORRESPONDENCE</b>  <b>To note correspondence received via e-mails or post ‘hard copies’ from 18<sup>th</sup> December, until date of this agenda:</b></p> <ol style="list-style-type: none"> <li>1. News from the NHS Shropshire Clinical Commissioning Group (CCG) - Where to get health advice over Christmas and New Year</li> <li>2. Shropshire Council Local Plan Review – Site Allocations Consultation Meeting 15<sup>th</sup> January, 7.00pm at The Marches School</li> <li>3. Shropshire Council – Community Infrastructure Levy – Update and Documents</li> <li>4. Shropshire Council Building Control - LABC Newsletter</li> <li>5. SALC – January Bulletin with attachments – Salary Scales 2019-20, LTN 9E Handling Complaints, LTN 38 Data Protection, T&amp;PC Survey Results Newsletter ACC.</li> </ol>				

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	<ol style="list-style-type: none"><li>6. Shropshire Council – Place Plan Communication</li><li>7. PCC – Budget Consultation</li><li>8. Whittington Castle – Consultation meeting on Thursday 24<sup>th</sup> January 7pm at the Castle.</li><li>9. Oswestry Town Council – Invitation to Public Meeting with the Police and Crime Commissioner 6.30 pm on Monday 18th February 2019 at the Wynnstay Hotel</li><li>10. Future Fit – Press Release - Health leaders set the date for a decision making meeting on future of hospital services</li><li>11. Oswestry Town Council – Future Fit and Service in Oswestry – Invitation to attend a meeting 7.00 pm on Monday 21st January 2019 in the Council Chamber, the Guildhall, Oswestry.</li><li>12. Severn Trent – Correspondence regarding work that will take place late February 2019 on the B5009 from half way between Top Street and The Church heading in the Gobowen direction for about 400m.</li><li>13. SALC – Training programme 2019</li></ol> <p><b>To consider a response to the following:</b></p> <ol style="list-style-type: none"><li>1. <b>Bring Banks Consultation-</b> <a href="https://shropshire.gov.uk/get-involved/closure-of-shropshire-council-recycling-bring-sites/">https://shropshire.gov.uk/get-involved/closure-of-shropshire-council-recycling-bring-sites/</a></li><li>2. <b>Buckingham Palace Garden Party</b> – Consider making a nomination</li><li>3. <b>SP Energy Networks Consultation</b> – Reinforcement to the North Shropshire Electricity Distribution</li></ol>
<b>16.19</b>	<p><b>DATE, TIME AND LOCATION OF NEXT MEETING</b></p> <ol style="list-style-type: none"><li>a) To confirm the date and time of the next meeting.</li><li>b) To agree a date for the 2019 Annual Parish Meeting</li></ol>