

Whittington Parish Council

T: 01691 829571

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www.whittingtonpc.com

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

20th March 2019

Dear Councillors,

You are summoned to attend a meeting of the Parish Council to be held on **Tuesday 26th March 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

33.19 APOLOGIES FOR ABSENCE

34.19 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.

[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]

35.19 CONFIRMATION OF MINUTES

To confirm the Minutes of the Full Council Meeting held on 26.02.19 and the Planning Committee Meeting held on 26.02.19

36.19 PUBLIC PARTICIPATION

To allow public participation in accordance with the Council's Standing Order procedure

37.19 POLICE REPORT

To receive a verbal Police Report (dependent on their attendance at this meeting). Report of incidents within the parish for the month of February, 2019 circulated to councillors via email.

38.19 RIGHT HOME RIGHT PLACE

To receive a presentation from Tim Shrosbree and Corrie Davies

39.19 REPORTS

For Consideration

- a) **Chair's Report** – Consider matters arising since the last meeting
 - b) **Clerk's Progress Report** – Consider matters arising since the last meeting
 - c) **Footway Lighting** – To receive a report from the Streetlight Working Group
 - d) **Whittington Cemetery and Garden of Remembrance** – To receive a report
 - e) **Whittington Castle** - To receive a report
 - f) **Whittington play area at Fitzgwarine** – To consider any issues relating to the play area
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- g) **Councillor Reports** – To consider reports from Councillors who have attended meetings / training sessions on behalf of the council, since the last full council meeting.
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40.19 SHROPSHIRE COUNCILLOR REPORT

To receive a report from Councillor Steve Charmley.

41.19 GROUNDS MAINTENANCE

- a) Receive a report following the meeting with the new contractor and consider insurance documentation and risk assessments that have been reviewed by the Finance and Executive Committee
 - b) Receive an update on the Environmental Maintenance Grant in relation to The Trees Green
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42.19 PLANNING

- a) **To note any planning decisions**
 - I. **Reference:** 19/00024/FUL (validated: 14/01/2019)
Address: 12 St Barbaras Place, Park Hall, Oswestry, Shropshire, SY11 4AP
Proposal: Erection of single storey extension
Decision: Grant Permission
 - II. **Reference:** 18/05499/FUL (validated: 28/11/2018)
Address: Bryn-Y-Plentyn Farm, Middleton, Oswestry, Shropshire, SY11 4LP
Proposal: Erection of a 500KW ground mounted solar development and all associated works
Decision: Grant Permission
 - III. **Reference:** 19/00397/FUL (validated: 25/01/2019)
Address: Dugdale, Babbinswood, Whittington, Oswestry, Shropshire, SY11 4PQ
Proposal: Erection of single storey extension to rear of dwelling following demolition of existing structures
Decision: Grant Permission
 - IV. **Reference:** 19/00201/FUL (validated: 15/01/2019)
Address: 4 Glebe Meadows, Whittington, SY11 4AG
Proposal: Erection of single storey extension and 2No dormer windows to front elevation (revised scheme)
Decision: Grant Permission
 - b) **Planning applications for consideration**
 - I. **Reference:** 19/00995/FUL (validated: 01/03/2019)
Address: Yew Tree Farm, Queens Head, Oswestry, Shropshire, SY11 4LL
Proposal: Erection of replacement dwelling following demolition of existing and erection of new barn
 - c) **Pre-Application Engagement** – Consider the scheme of delegation prepared by the Planning Committee
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43.19 ACCOUNTS

- a) **Consider the following accounts for Payment:**
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CHEQUE NUMBER	PAYMENT TO	DESCRIPTION	NET	VAT	GROSS
2984	Clerk	Salary 1 st March – 31 st March 2019	880.60		880.60
		Expenses	74.75		74.75
2985	HMRC	PAYE Payments and NI (Month 12)	30.80		30.80
2986	Greenfingers Ltd	Grounds Maintenance (February)	483.00	96.60	579.60
		Grounds Maintenance (March) – <i>payment to be made before end of Financial Year</i>	483.00	96.60	579.60
2987	Highline Electrical	Streetlight Repairs (February)	543.00	108.60	651.60
		LED Upgrade Project – Service Transfers for Phase 2 (Park Hall)	2985.50	597.10	3582.60
2988	Whittington Castle Preservation Trust	Room Hire – February Meeting	25.00		25.00
2989	Agritel	Brother High Yield Toner for Clerk's Printer	69.60	13.92	83.52
2990	Shropshire Council	Streetlight Energy – 4 th Quarter	1751.86	350.37	2102.23
2991	SALC	Cllr Training 13.03.19	27.00		27.00
2992	Ray Parry Playgrounds Ltd	Repairs to Play Equipment – Minute 197.18.g refers	700.00	140.00	840.00
Direct Debit	NEST	Pension March (Employer & Employee Contribution), Employee contributions deducted from Salary	17.21	0.00	17.21

b) **Reconciliation** - To approve bank reconciliation up to and including 28th February 2019.

c) **Internal Transfer of Funds**

- I. To note the electronic transfer of funds carried out by the Clerk from the NatWest Savings Account to the Current Account (ref: Financial Regulation 5.5(c) – delegated responsibility).
- II. To approve an additional online transfer of £15,000 to the current account

d) **Finance and Executive Committee Report**

- I. To note the draft year end budget report
- II. To note the VAT Claim Refund drafted by the Clerk for submission after 31.03.19.
- III. To note the signing of the International Tax Compliance Regulations Declaration Form (Nationwide Business Savings Account)

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44.19 WEBSITE

To note the NALC LTN on The Public Sector Bodies Accessibility Regulations 2018 and consider the Clerk's recommendations.

45.19 GRANT / DONATION REQUESTS

To receive and consider grant applications received.

46.19 PARISH COUNCIL ACTION PLAN

Consider the draft plan prepared by the Clerk for 2019/20 (also includes medium and long-term projects) (Item deferred from February meeting)

47.19 COUNCILLOR REPORTS / AREAS OF CONCERN / ITEMS FOR FUTURE AGENDA

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. ***Councillors are respectfully reminded that this is not an opportunity for debate or decision making.***

48.19 CORRESPONDENCE

To note correspondence received via e-mails or post 'hard copies' from 26th February, until date of this agenda:

1. Reinforcement to North Shropshire Electricity Distribution Network – Notice of Preliminary meeting
2. Keep Britain Tidy Information
3. Rights of Way: Restoring the Record 2026 FREE TRAINING DAYS
4. SLCC - News bulletin 22nd February 2019
5. NALC - Chief executive's bulletin (22/9/2019)
6. SaTH - MEDIA RELEASE: Specialist team
7. NALC – Legal Update February 2019
8. Letter of thanks from Whittington Music Festival for the grant
9. Shropshire CCG - New Accountable Officer Appointed at Shropshire CCG
10. Letter of thanks from Whittington Castle for the grant towards new lighting
11. RSN Rural Funding Digest - March 2019 Edition
12. SaTH - News: Trust joins nationwide Cervical Screening Saves Lives campaign
13. Shropshire Council - Road Closure: Newton Junction A495, Lyneal, Ellesmere. Start Date: 4th June 2019. End Date: 6th June 2019. Purpose: Road Closure - To locate existing water main and other services Install mains connection Valve and Washout Full Road Crossing. Works Promoter: Severn Trent Water, Works Promoter Ref: LB517A6W/12389953B
14. Shropshire Council – Affordable Housing Newsletter
15. Rural Services Network - Rural Services Network call on Government for a Rural Strategy
16. Shropshire Council - Road Closure: Junction West of Pentrehelin, Criftings, Start Date: 24th April 2019, End Date: 25th April 2019, Purpose: Road Closure - Bbox Install 25mm and Meter Carriageway type 4 (up to 0.5 MSA) Job in Verge (Grass)
17. SALC – March Bulletin
18. Heathwatch Shropshire - Spread the word: Help local people have their say on the future of the NHS in Shropshire

To consider the following correspondence:

1. Information on Shropshire Archives
 2. Calor Rural Community Fund
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3. Tree Safety - Correspondence from BHIB Insurance and Natural Environment Team (quote for tree inspections)
 4. Shropshire Council - Consultation on proposed changes from September 2019 - Travel assistance for SEND Nursery and Post 16 students
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49.19 DATE, TIME AND LOCATION OF NEXT MEETING

To note the date and time of the next meeting.

50.19 EXCLUSION OF PRESS AND PUBLIC

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.

Clerk's Employment

- a) To note the NJC 2019/20 Pay Scales and change in pension contributions from 6th April
 - b) Receive a report from the Finance and Executive Committee following completion of the Clerk's annual appraisal.
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