

Whittington Parish Council



Minutes of the Meeting of Whittington Parish Council held on Tuesday 25th June 2019 at 7.30pm at The Tea Rooms at Whittington Castle, Castle Street, Whittington.

Councillors Present: Jill Whitby, Frank Davies, Paul Thompson-Lawrence, Lucy Beaumont, Paul Jones, Keith Stanton, Rupert Harvey, Ian Johnson, Greg Hickman, Steve Charmley.

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

Prior to the meeting, the Chair delivered a Health and Safety Briefing - In the event of a fire, the fire alarm will operate and everyone will immediately evacuate the building. People are asked to exit the same way they entered and make their way to the Assembly Point on the Car Park. No fire drill is planned for this evening. People were asked to please take care when exiting the building after the meeting.

90.19 APOLOGIES FOR ABSENCE

It was **RESOLVED** to accept apologies from Cllr Jenny Pritchard.

91.19 DISCLOSABLE PECUNIARY 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]

- a) 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. **None declared at this stage in the meeting.**
- b) To consider any applications for dispensation. **None received.**

92.19 CONFIRMATION OF MINUTES

To confirm the Minutes of the Full Council Meeting held on 28.05.19

It was **RESOLVED** to confirm the minutes of the full council meeting held on 28.05.19 and they were duly signed as a true record.

93.19 PUBLIC PARTICIPATION

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

Members of the public spoke on the following matters:

- Berghill Lane – Concerns were raised regarding the speed and volume of traffic traveling along the narrow country road that has few passing places and is being used as a rat run, particularly when there are traffic lights in the village. There is not a footpath on the lane and no streetlighting. The condition of the road surface is also deteriorating. It was reported that the matter has been raised with the police prior to the meeting and their response was read out. It was **RESOLVED** to send further correspondence to the police requesting that the monitoring continue to act as a speed deterrent.

94.19 POLICE REPORT

To receive a written and verbal Police Report (dependent on their attendance at this meeting).

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- c) **Footway Lighting** – To receive a report from the Streetlight Working Group and receive any issues with lighting
The group reported that they have a meeting with Shropshire Council on 8th July, 6pm and will report back at the July meeting. **RESOLVED** to note. It was **FURTHER NOTED** that the light in Hindford next to the telephone box was beyond repair and an order has been placed for a new LED head, as agreed by the Chair and Vice Chair prior to the meeting. Concerns were raised about the light on Burma road, on the venue side, just past the big tree as there is no lamp on the column and there are wires exposed. **RESOLVED** that this be raised with Highline.
- d) **Whittington Cemetery and Garden of Remembrance** – To receive a report
Cllr Davis reported on recent activities carried out by the Friends. New gates have arrived and are ready to be installed. A Grass cutting contractor has now been appointed. **RESOLVED** to note the report.
- e) **Whittington Castle** - To receive a report
Cllr Jones reported on recent events at the Castle. **RESOLVED** to note the report.
- f) **Whittington play area at Fitzgwarine** – To receive a report from Cllrs Davis and Jones and consider quote and designs to improve signage on the play area entrances
Visual inspection reports have been submitted to the clerk to keep on file. **RESOLVED** to note. Cllr Davis reported that due to misuse of the rope on the play unit, some of the metal has become exposed. It has been taped up and 5 weeks later, the tape is still in place and resolving the issue for the short term. The Clerk reported that a quote had been obtained to replace both ropes. It was **RESOLVED** to monitor the condition of the ropes every two weeks as part of the inspections and defer any work until the Rospa inspection has been carried out and report received. Areas listed as Medium Risk will then be dealt with as per the Risk Management Policy. It was agreed that if the rope is considered a risk, that removal of the unit be investigated as a solution, rather than purchasing a replacement item. The Clerk presented councillors with a proposed design for new signage, A3 in size to be placed on both entrances into the play area. It was **RESOLVED** to approve the sign design and the quote to make and install the signs and the clerk was asked to place the order.
- 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. **No further reports provided.**

96.19 SHROPSHIRE COUNCILLOR REPORT

To receive a report from Councillor Steve Charmley.

Cllr Charmley covered the following matters in his report:

- Concerns regarding the Highways contractor, Kier continue and Shropshire Council are considering ways to bring this back in house
- EOI for CIL Funding for Top Street – The Parish Council’s application was refused, along with several other highways schemes on the condition that the proposed highways improvements are not attached to any specific development. Cllr Charmley reported that he is now challenging this decision on behalf of the parish council and the application will be going forward to an appeals process. An update can be expected in a couple of months.
- 18/01990/FUL has been approved. The Community Car Park is not eligible for CIL payments.

RESOLVED to note the report.

97.19 PLANNING

a) To note any planning decisions

- I. **Reference:** 18/01990/FUL (validated: 02/05/2018)

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Address: Development Land SE Of Whittington Primary School, Station Road, Whittington, Shropshire

Proposal: Erection of 34No. dwellings; formation of access onto the B5009; open space area and community parking area (Phase I of area approved under 14/03027/OUT)

Decision: Grant Permission

RESOLVED to note.

b) Planning applications for consideration

I. Reference: 19/01831/FUL (validated: 22/05/2019)

Address: Bryn-Y-Plentyn Farm, Bryn-Y-Plentyn, Middleton, Oswestry, Shropshire, SY11 4LP

Proposal: Installation of a renewable heatpump and all associated works

201.16 - Cllr Stanton declared a bias in agenda item 97b(i) and did not take part in discussions or the decision-making process.

It was RESOLVED to MAKE A REPRESENTATION with the following comments:

The Parish Council have no comments to make on the application

II. Reference: 19/02400/VAR (validated: 04/06/2019)

Address: 3 Hindford, Whittington, Oswestry, Shropshire, SY11 4NL

Proposal: Variation of condition number 2 attached to planning permission reference 14/04965/FUL dated 16/12/2015 to allow amendments to approved plans

20.19 - Cllr Rupert Harvey declared an interest in item 97b(ii) - 19/02400/VAR, left the room and did not take part in discussions or the decision making process.

It was RESOLVED to MAKE A REPRESENTATION with the following comments:

The Parish Council have no comments to make on the application

20.24 – Cllr Harvey re-joined the meeting.

III. Reference: 19/02408/FUL (validated: 30/05/2019)

Address: 18 Penybryn Avenue, Whittington, Shropshire, SY11 4DL

Proposal: Erection of a single storey extension to rear

It was RESOLVED to MAKE A REPRESENTATION with the following comments:

The Parish Council have no comments to make on the application

IV. Reference: 19/02593/VAR

Address: Plot 29 Old Piggery, Park Hall, Shropshire, SY11 4AX

Proposal: Variation of Condition No. 1 (approved plans) attached to planning permission 16/01018/REM dated 22 August 2016 Substitute house type for Plot 29 from type F (4 bed) to type D (3 bed)

It was NOTED that this application has been withdrawn and a new application will be available for consideration at the July meeting.

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98.19 ACCOUNTS

a) **Payments** - Consider the following accounts for payment:

It was **RESOLVED** to approve the following payments:

CHEQUE NUMBER	PAYMENT TO	DESCRIPTION	NET	VAT	GROSS
3016	Clerk	Salary 1 st June – 30 th June	898.46	0.00	898.46
		Expenses (Home Office Allowance, stamps, mileage)	50.90	0.00	50.90
		Reimbursement for website annual fees (Premium site plan, domain registration, gsuite email)	164.00	0.00	164.00
3017	HMRC	Clerk - PAYE Payments (Month 2)	26.82	0.00	26.82
		Employer NI	30.84	0.00	30.84
		Chairman's Allowance	70.00	0.00	70.00
3018	Highline Electrical	Streetlight Repairs (May)	142.00	28.40	170.40
3019	Whittington Castle Preservation Trust	Room Hire – May	25.00	0.00	25.00
3020	D & R Brewer	Grounds Maintenance – Month 3 (3/12 of total annual cost)	87.50	0.00	87.50
3021	SUCS	Annual Membership/Subscription	25.00	0.00	25.00
3022	SALC	GDPR Training 24.05.19 attended by the Clerk	27.00	0.00	27.00
3023	J Whitby	Chairman's Allowance (subject to PAYE – final total to be calculated once processed)	280.00	0.00	280.00
Direct Debit	NEST	Pension May (Employer 12.91 & Employee 17.22 Contribution), Employee contributions deducted from Salary	30.13	0.00	30.13

b) **Income** – To note income received. It was **RESOLVED** to note the following income:

Date Received	From Whom and Description	Amount
31.05.19	NatWest – Interest	5.21
17.06.19	SP Manweb PLC – Wayleave Payment	1.19

c) **Reconciliation** - To approve bank reconciliation up to and including 31st May 2019. **RESOLVED** to approve.

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- d) **Internal Transfer** – To consider electronically transferring funds to the parish council's savings account. It was **RESOLVED** not to transfer any funds at this time from the Natwest Current Acc into the Natwest Business Saver Account.
- e) **Membership** – To consider renewing Corporate Membership to the Shropshire Union Canal Society. **RESOLVED** to approve and that payment be made via cheque 3021.
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99.19 ROAD SAFETY / HIGHWAYS

- a) Consider correspondence relating to Berghill Lane, Whittington.
It was **NOTED** that this matter was dealt with earlier in the meeting, under agenda item 93.
- b) Receive an update on the PCC Ambassador's Fund Application for additional VAS in the village.
It was **NOTED** that there is no update on the application and the Parish Council are still awaiting a decision.
- c) Consider correspondence relating to Station Road.
The Chair reported that complaints have been received about the condition of the road surface on Station Road and questions raised as to why Shropshire Council have spent money re-painting the double yellow lines when the whole road needs resurfacing. Cllr Charmley reported that he has raised the matter with Highways on numerous occasions and has not received a response. **RESOLVED** that the Clerk follow this up with Highways.
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100.19 FINANCE AND EXECUTIVE COMMITTEE

To receive a verbal report from the Finance and Executive following their meeting on 25.06.19 and consider recommendations from the committee.

Cllr Hickman reported that he has been re-elected as Chair of the Committee and gave a verbal report on the following:

1. **Draft 1st Quarter Budget Report** – The committee did not raise any concerns regarding the 1st quarter accounts
2. **Health and Safety** – policies and risk assessments. The committee have recommended adoption of the following:
 - a) Health and Safety Policy
 - b) Risk Management Schedule, Scheme and Risk Assessments (Play Area, Home Working, Meetings)
 - c) Asset Inspection Schedule

It was **RESOLVED** to accept the committees recommendations and adopt the policies and risk assessments.

101.19 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.***

- *Housing Need Survey has not been circulated and the publicised date was June. **RESOLVED** that the Clerk follow this up with the Place Plan Officer.*
 - *Cutting of verges by highways in Babbinswood – considerable areas being missed. It was noted that the matter has been reported to highways*
 - *Highways – the road signs have rotted off the post by the Shell Mex fuel station at Babbinswood, pointing towards Aston. Safety concern. **RESOLVED** that the Clerk raise this with Environmental Maintenance.*
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- *Road signs are not cut around when the hedges are cut.*
 - *Drains need cleaning – Babbinswood. Causing flooding on the road.*
 - *Green open space in Wingate Way is not being maintained.*
 - *Road between Whittington and Gobowen (B5009) – The pavement is very narrow and dangerous due to the overgrowth. Needs clearing and weeds removing. **RESOLVED** that the clerk follow this up with Environmental Maintenance.*
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102.19 CORRESPONDENCE

To note correspondence received via e-mails or post 'hard copies' from 28th May, until date of this agenda:

1. A495 Whittington Level Crossing - Network Rail Planned Works
2. Shropshire Council: A495 Station Road, Whittington Level Crossing. Start Date: 30th August 2019. End Date: 9th September 2019. Purpose: Complete renewal of the Level Crossing - This level crossing will be closed continuously from 30.08.19 - 09.09.19 - no vehicle or pedestrian access during both weekends from 22:00 on the Friday until 07:30 on the Monday for the core works
3. Annual General Meeting and SALC's 70th Celebration, Friday 15 November 2019, The Lord Hill Hotel, Shrewsbury
4. Shropshire Council: Road Closure: Rednal Junction to Haughton Farm. Start Date: 17th June 2019. End Date: 21st June 2019. Purpose: Road closure for installation of ducting for Fibre delivery.
5. SALC – June Information Bulletin
6. Shropshire Council - Road Closure: Watergate Street, Ellesmere. Start Date: 30th June 2019. End Date: 30th June 2019
7. Invitation to attend Shropshire Bus Campaign launch, Saturday 29th June 2019, Theatre Severn, Shrewsbury, 1400-1700
8. Shropshire Council - Roads Focus - road safety campaign
9. Journal of the Shropshire Union Canal Society – Summer 2019 edition
10. Rt Hon Owen Paterson – acknowledging receipt of the PC's letter and noted that the suggestions have been forwarded to the Secretary of State for Digital Culture Media and Sport.

RESOLVED to note.

103.19 DATE, TIME AND LOCATION OF NEXT MEETING

To note the date and time of the next meeting.

Tuesday 16th July, 7.30pm (3rd Tuesday)

Meeting closed: 20.53

Signed _____ Chairman