

# Whittington Parish Council

T: 01691 829571

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

www.whittingtonpc.com

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

16<sup>th</sup> October 2019

You are summoned to attend a meeting of the Parish Council to be held on **Tuesday 22<sup>nd</sup> October 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

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### 158.19 APOLOGIES FOR ABSENCE

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### 159.19 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.**
- b) **To consider any applications for dispensation.**

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### 160.19 CONFIRMATION OF MINUTES

To confirm the Minutes of the Full Council Meeting held on 24.09.19 and to note that the Extraordinary meeting on 14.10.19 was cancelled and therefore no minutes were produced.

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### 161.19 PUBLIC PARTICIPATION

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

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### 162.19 POLICE REPORT

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

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### 163.19 PRESENTATION FROM CHARTLAND HOMES

Pre-application engagement – receive a presentation from Chartland Homes on possible revisions to some of the house types previously approved on the development in Park Hall

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### 164.19 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) **Whittington play area at Fitzgwarine**
    - I. To receive a report from Cllrs Davis and Charmley on the fortnightly visual inspections
    - II. To consider the annual ROSPA report and recommendations from the inspector
  - d) **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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- I. To receive a report on the findings from the Housing Needs Survey following a recent meeting with Shropshire Council

## 165.19 SHROPSHIRE COUNCILLOR REPORT

To receive a report from Councillor Steve Charmley.

## 166.19 PLANNING

### a) To note any planning decisions

**Reference:** 19/03301/FUL (validated: 07/08/2019)

**Address:** Normandy House , Burma Road, Park Hall, Shropshire, SY11 4AF

**Proposal:** Erection of two story extensions to front and side and single story extension to rear

**Decision:** Grant Permission

**Reference:** 19/03877/FUL (validated: 02/09/2019)

**Address:** Artillery Business Park , Garrison Avenue, Park Hall, Oswestry, SY11 4AD

**Proposal:** Application under Section 73a of the Town and Country Planning Act 1990 for the installation of ground source heat pumps and a biomass boiler to serve commercial premises at Artillery Business Park (Retrospective)

**Decision:** Grant Permission

### b) Planning applications for consideration – None received at date agenda was published.

### c) Consider Planning applications not listed above that are received after the issue of this agenda and are included on Shropshire Council's website.

### d) CIL and Expressions of Interest – Discuss the information circulated relating to new applications and receive an update on the Parish Council's previous application.

## 167.19 ACCOUNTS

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

CHEQUE NUMBER	PAYMENT TO	DESCRIPTION	NET	VAT	GROSS
3053	Clerk	Salary 1 <sup>st</sup> October – 31 <sup>st</sup> October	898.46	0.00	<b>898.46</b>
		Expenses (Home Office Allowance, mileage)	59.20	0.00	<b>59.20</b>
		<b>Total</b>	<b>957.56</b>	0.00	<b>957.56</b>
3054	HMRC	Clerk - PAYE Payments (Month 7)	26.82	0.00	<b>26.82</b>
		Employer NI	30.84	0.00	<b>30.84</b>
		<b>Total</b>	<b>57.66</b>	0.00	<b>57.66</b>
3055	Whittington Castle Preservation Trust	Room Hire – September mtg	25.00	0.00	<b>25.00</b>
3056	D & R Brewer	Grounds Maintenance – Month 7 (7/12 of total annual cost) plus one extra cut	122.50	0.00	<b>122.50</b>
3057	Shropshire Council	Tree Safety Inspection	150.00	30.00	<b>180.00</b>
Direct Debit	NEST	Pension May (Employer 12.91 & Employee 17.22 Contribution)	30.13	0.00	<b>30.13</b>

### b) Income – To note income received

Date Received	From Whom and Description	Amount
30.09.19	NatWest – Interest	£5.21
11.09.19	Shropshire Council – Environmental Maint. Grant	£245.00

- c) **Reconciliation** - To approve bank reconciliation up to and including 30<sup>th</sup> September 2019
- d) **2<sup>nd</sup> Quarter** - To consider the 2nd Quarter Budget Report and appoint a councillor to carry out the 2nd quarter internal check on the accounts.
- e) **Bank Mandate** – To update the NatWest Bank Mandate and appoint a councillor as signatory

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## 168.19 STREETLIGHTING PROJECTS

### 1. NALC GUIDANCE

Consider the guidance received from NALC (ref: GP/27/8/2019/Whittington) in relation to the proposed projects and consider:

- a. The justification for contract packaging (Project A and B)
- b. Processes for managing the project - Contract Tendering. Specifically considering Standing Orders, Financial Regulations and the Public Contracts Regulations 2015

### 2. PROJECT A – UPGRADING COLUMNS (HEALTH AND SAFETY)

Consider:

- a. A report from the Working Group
- b. Quotations to replace and improve columns graded as ‘5’ and those requiring repair on the latest survey report

### 3. PROJECT B – ENERGY SAVING PROJECT, CONVERTING ALL EXISTING SOX AND SON LANTERNS TO LED

- a) **Consider the meeting report prepared by the Clerk covering:**
  - I. Background to the project
  - II. Benefits of the project
  - III. Market testing / estimated costs to complete the project
  - IV. Funding the project
  - V. Timescales

*Depending on the outcome of discussions under 168 (3.a.IV):*

- b) **Consider seeking approval from the Secretary of State for Housing, Communities and Local Government to apply for a Salix loan to fund the LED conversion project**
- c) **Consider the Salix Loan Application Process**

### 4. PART-NIGHT LIGHTING AND DIMMING

Discuss and agree a process for implementation in relation to Project B

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## 169.19 RELIEF IN NEED CHARITY

To appoint a new council representative.

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## 170.19 REMEMBRANCE SUNDAY

Consider the Parish Council’s involvement.

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## 171.19 COUNCILLOR REPORTS / AREAS OF CONCERN / ITEMS FOR FUTURE AGENDA

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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.***

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## **172.19 CORRESPONDENCE**

To note correspondence received via e-mails or post 'hard copies' from 24<sup>th</sup> September, until date of this agenda:

1. Public Consultation on Mile End Roundabout
2. Policy E-Briefing PC11-19-NAO Audit
3. Shropshire Community Directory (a link to the directory has been published on the website)
4. Shropshire Council Consultation on Youth Support (details published on the website)
5. Road Closure: Two Junctions with A495 to Newnes, Ellesmere. Start Date: 18th November  
End Date: 22nd November 2019. Purpose: ROAD CLOSURE - INSTALLING 11KV HIGH VOLTAGE CABLE FOR 96M IN THE VERGE AND 10M IN THE CARRIAGEWAY.
6. Road Closure: Junction West of Pentrehelin, Criftins, Ellesmere. Start Date: 28th October  
End Date: 1st November 2019. Purpose: Road Closure - Test Rod and Rope - Some Excavation may be required if blockages are located.
7. Intra-group reorganisation affecting Came & Company (parish council insurers)
8. Helicopter Noise Liaison Group – Tuesday 15th October 2019 (sent to Cllr Harvey PC rep)
9. Housing Plus Group – Newsletter Launch of new housing group
10. Shropshire Council Electoral Service – Permission to co-opt to fill the councillor vacancy
11. Shropshire Council. Road Closure: Ellesmere Winter Festival. Start Date: 29th November. End Date: 29th November 2019. Purpose: The Winter Festival event takes place in Ellesmere on 29th November 2019. Wharf Rd, Scotland St, High St and Cross St will be closed from 4pm to 9pm.

To consider:

1. Shropshire Council – Youth Support Consultation

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## **173.19 MEETING VENUE**

Discuss venue options for future meetings.

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## **174.19 DATE, TIME AND LOCATION OF NEXT MEETING**

To note the date and time of the next meeting.

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