

# Whittington Parish Council



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Minutes of the Meeting of Whittington Parish Council held on Tuesday 17<sup>th</sup> December 2019 at 7.30pm at The Tea Rooms at Whittington Castle, Castle Street, Whittington.

**Councillors Present:** Jill Whitby, Frank Davies, Greg Hickman, Lucy Beaumont, Ian Johnson, Steve Charmley, Rupert Harvey, Keith Stanton, Sue Manford.

**Also in attendance:** Mrs A Jones (Clerk). PCSO Hughes.

*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.*

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## 193.19 APOLOGIES FOR ABSENCE

It was **RESOLVED** to accept apologies for absence from Cllr P Thompson-Lawrence.

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## 194.19 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.**

*Cllr Charmley declared an interest in Agenda Item 204 - TNS Grant Application.*

**b) To consider any applications for dispensation. None received.**

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## 195.19 CONFIRMATION OF MINUTES

To confirm the Minutes of the Full Council Meeting held on 19.11.2019 and to note the draft minutes of the Finance and Executive Committee Meeting held on 19.11.2019.

It was **RESOLVED** to confirm the minutes of the Full Council Meeting held on 19.11.2019 and they were duly signed as a true record. It was **FURTHER RESOLVED** to note the draft minutes of the F&E Committee meeting held on 19.11.2019.

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## 196.19 PUBLIC PARTICIPATION

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

No members of the public present.

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## 197.19 POLICE REPORT

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

It was **NOTED** that a written report had not been received. A verbal report given by PCSO Hughes was **NOTED**.

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## 198.19 CASUAL VACANCY FOR A PARISH COUNCILLOR

To consider expressions of interest and co-opt a new member onto the council.

It was noted that one expression of interest had been received and the applicant was present at the meeting. Their application was considered, and it was **RESOLVED** to co-opt Mr Steve Pugh as a Councillor and his Declaration of Acceptance of Office was duly signed. Cllr Pugh joined the remainder of the meeting.

## 199.19 REPORTS

### For Consideration

- a) **Chair's Report** – Consider matters arising since the last meeting.

**The Chair reported on the following:**

**Damaged / Vandalised Christmas Lights**

A crowd funding page has been set up by the community to try to raise up to £500 to donate to the PC to purchase new lights. They have raised over £250 which they are looking to donate to the Parish Council to help purchase new lights.

Councillors agreed that it was too late to purchase new lights now, in time for this Christmas but it was **RESOLVED** that the Clerk contact local Town Councils to ask whether they have any spare sets of tree lights that could be borrowed just for this year. The question was raised as to whether a contractor would be able to fit them at such short notice. Concerns were raised regarding the wet land surrounding the Tree on the Green and issues that may occur trying to get a cherry picker onto the land. The Tree on the Boote Car Park was considered as another possible Plan B, providing permission was sought from the landlord.

It was **FURTHER RESOLVED** that residents be thanked for their work and generosity, setting up a crowd funding page and to be notified that the that Christmas Lights will be considered as part of the 2020/21 budget discussions, with a view to purchasing a replacement set for Christmas 2020.

- b) **Clerk's Progress Report** – Consider matters arising since the last meeting.

<b>Road Safety / Highways</b> – Currently registering people's interest in becoming a volunteer. When 6 volunteers have come forward, the project can be passed to Community Speedwatch to launch. 3 volunteers currently on the list. Publicity on Facebook and Noticeboards.	On-going
<b>Casual Vacancy</b> The vacancy for co-option has been advertised, asking interested people to submit their details. Co-option on the December agenda.	On the agenda
<b>Play Area</b> 6 week lead time on the Cradle Swing – ordered 25 <sup>th</sup> September so likely to be installed November – awaiting an update from Ray Parry.	To note
<b>Website Accessibility Guidelines</b> The Clerk and Cllr Johnson have met and put together an action plan to work towards compliance. A report on progress will be provided at a future meeting. Deadline for completion September 2020.	To note
<b>Noticeboards</b> The noticeboard at Park Hall is leaking slightly, letting water enter and then causing condensation when it warms up.	Monitor
<b>Banking</b>	To note

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Still waiting for Councillor Stanton to be added to the Mandate. Admin issues NatWest end.	
<b>Helicopter Noise</b> A complaint was made from a resident living in Berghill Lane about the excessive increased noise from low flying helicopters. The matter was referred to the officer who runs the Helicopter Noise Liaison Group and the resident has been referred to the RAF Shawbury Community Relations Officer.	To note

- c) **Whittington play area at Fitzgwarine** - To receive a report from Cllrs Davis and Charmley on the fortnightly visual inspections.  
Cllr Davis reported that the fortnightly checks have been completed and the inspections sheets completed and given to the Clerk to file. The Clerk reported that there has been a delay with the installation of the Cradle Swings and it is now likely to be installed after Christmas. **RESOLVED** to note.
- 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. **Nothing to report.**

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## 200.19 SHROPSHIRE COUNCILLOR REPORT

To receive a report from Councillor Steve Charmley.

Councillor Steve Charmley reported that the main focus over the last month has been the General Elections and normal business should now resume.

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## 201.19 HIGHWAYS MATTERS

- a) **Damaged Signage on Whittington Roundabout** – Consider supporting proposals to improve signage to local attractions in Whittington

It was **RESOLVED** to respond to Highways with a request that the sign be replaced as soon as possible and if they are going to review the signage, that the parish council be consulted with regarding content.

It was also noted that, following the presentation from Highways in the summer, regarding the A5 road closures, a request was made for the triangular pieces of grass to be cut but this work has not been carried out. **RESOLVED** that the clerk follow this up with Highways.

- b) **Castle Street** – Consider placing a request with Shropshire Council for more 30mph signage along Castle Street

Cllr Davis reported that he has carried out an informal audit of the road signage in the village and there is only one small 30mph repeater sign through the village. A motion was put forward, proposing that this be replaced with a larger 30mph sign opposite the White Lion Pub.

It was **RESOLVED** to place a request with Shropshire Council Highways to consider this proposal.

- c) **Vehicle Activated Signs** – To note that the grant has been approved and consider placing the order for the two units agreed (minute 187.19 refers).  
It was **RESOLVED** to approve the quote from Morelock (as agreed 187.19) and place the order for 2 units once the grant funds have cleared in the Parish Council Account. **Payment of £6228.00 was made via Cheque 3074**

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It was **FURTHER RESOLVED** that the Clerk contact the Parish Council's insurers to add the two VAS to the insurance policy.

## 202.19 PLANNING

### a) To note any planning decisions

#### i. Reference: 19/04640/VAR (validated: 18/10/2019)

**Address:** Proposed Standby Generator, Oswestry, Shropshire

**Proposal:** Variation of condition number 2 (approved plans) and removal of condition number 7 (Acoustic Fence) attached to planning permission reference 18/04510/FUL Dated 16/07/2019

**Decision:** Grant Permission

**RESOLVED** to note.

### b) Planning applications for consideration – none received at date of agenda

To note the following are – **for information only:**

**PLANNING REFERENCE:** 19/05212/CPL

**DEVELOPMENT PROPOSED:** Certificate of lawfulness for the erection of single storey extension and two storey extension

**LOCATION:** 17 Babbinswood, Whittington, Oswestry, Shropshire, SY11 4PQ.

**Reference:** 19/05394/CPE (validated: 11/12/2019)

**Address:** Bronte, The Annex, Road To Top Farm, Rhosygadfa, Gobowen, SY10 7BP

**Proposal:** Application for a Lawful Development Certificate for continued use of annex as an independent residential unit

**RESOLVED** to note.

### c) Consider Planning applications not listed above that are received after the issue of this agenda and are included on Shropshire Council's website. None received.

### d) Right Home Right Place – Housing Needs Survey - Consider Post-Survey Options

Councillors considered the options and it was **RESOLVED** to inform the Right Home Right Place Team that the Parish Council wish to be consulted with and involved in discussions when an application for an exception site is put forward in the future.

## 203.19 ACCOUNTS

### a) Payments - Consider the following accounts for payment. **RESOLVED** to approve.

CHEQUE NUMBER	PAYMENT TO	DESCRIPTION	NET	VAT	GROSS
3068	Clerk	Salary 1 <sup>st</sup> December – 31 <sup>st</sup> December	898.46	0.00	<b>898.46</b>
		Expenses (Home Office Allowance, mileage)	37.60	0.00	<b>37.60</b>
		<b>Total</b>	<b>936.06</b>		<b>936.06</b>
3069	HMRC	Clerk - PAYE Payments (Month 9)	26.82	0.00	<b>26.82</b>

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		Employer NI	30.84	0.00	<b>30.84</b>
		<b>Total</b>	<b>57.66</b>	0.00	<b>57.66</b>
<b>3070</b>	Whittington Castle Preservation Trust	Room Hire – November mtg	25.00	0.00	<b>25.00</b>
<b>3071</b>	D & R Brewer	Grounds Maintenance – Month 9 (9/12 of total annual cost)	87.50	0.00	<b>87.50</b>
<b>3072</b>	SLCC	Membership – Annual Renewal	161.00	0.00	<b>161.00</b>
<b>3073</b>	Highline Electrical	S/Light Repairs – Nov	670.00	134.00	<b>804.00</b>
<b>Direct Debit</b>	NEST	Pension (Employer 12.91 & Employee 17.22 Contribution)	30.13	0.00	<b>30.13</b>

b) **Income** – To note income received. **RESOLVED** to note.

Date Received	From Whom and Description	Amount
29.11.19	NatWest – Interest	<b>£4.87</b>

- c) **Reconciliation** - To approve bank reconciliation up to and including 30<sup>th</sup> November 2019. **RESOLVED** to approve.
- d) **Environmental Maintenance Grant 2020/21** – Consider re-applying. It was **RESOLVED** that the council re-apply and that the Clerk submit all the required information to Shropshire Council.
- e) **Bank Transfer** – Consider a transfer of funds between accounts. It was **RESOLVED** to approve an internal transfer from the Natwest Business Saver Account to the Natwest Current account of **£25,000**. This will be carried out by the Clerk via online banking.

## 204.19 GRANT APPLICATION

Consider the application received from the New Saints FC Foundation to support the continuation of the Whittington Youth Club.

*This item was deferred to the end of the meeting and discussed after agenda item 208.*

*Cllr Charmley declared an interest and did not take part in the discussions or the decision making process. Councillor Charmley left the meeting at 20.43.*

The Grant Application was discussed and it was **RESOLVED** to approve the grant of £600 to continue to fund the Youth Activities until the end of March. Payment of the grant was made via **cheque number 3075**.

It was **FURTHER RESOLVED** to invite a representative from TNS FC Foundation to the January meeting (or if no one is available to attend, to send in a report) to discuss the provisional funding plan for the Youth Cub for the next 12 months.

## 205.19 LOCAL COUNCIL'S AND VE DAY 2020 – Consider

The view amongst councillors that the Castle would be a suitable central location. It was **RESOLVED** that the Clerk contact the Castle to ask if there are any plans in progress to mark this event and if so could the council be involved and if not, would the Council possibly be able to use the Castle as a Venue to host an event. Other options discussed included providing a donation to the bell ringers. It was also agreed that VJ Day should also be considered as part of the planned activities.

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It was **FURTHER RESOLVED** that Cllrs Whitby and Johnson approach local organisations in the Parish to discuss ideas and potential options. These suggestions are to then be presented to full council at a future meeting.

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## 206.19 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.***

- The hedge has now been cut back on Oaklands Drive.
- On the left, as you turn into Inglis Road, the engineers who were fitting new gas mains have badly churned up verge. It needs levelling otherwise divots in the ground will be left. Clerk to report to EM Oswestry.
- Lights out in Hindford – Cllr Harvey to investigate which ones and report back to the Clerk.
- Level crossing – some of the yellow lines are beginning to peel off – monitor.

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## 207.19 CORRESPONDENCE

To note correspondence received via e-mails or post 'hard copies' from 19<sup>th</sup> November, until date of this agenda:

1. Shropshire Council - Road Closure: Link to Junction with A495, Welsh Frankton. Start Date: 24th February 2020. End Date: 26th February 2020
2. Shropshire Council - Road Closure - Reduced Duration. Road Closure: Perthy Bridge to Windy Ridge junc, Lower Perthy. Start Date: 10th February 2020. End Date: 11th February 2020
3. Shropshire Council - Road Closure: Junction with A495 South of Gannow Hill, Perthy. Start Date: 18th February 2020. End Date: 20th February 2020
4. SALC – News Bulletins
5. Shropshire Council - Road Closure: The Old Chapel Junction, Higher Perthy, Ellesmere. Start Date: 27th February 2020. End Date: 28th February 2020
6. Shropshire Council - Road Closure: Junction With A495 to Windy Ridge Junction, Perthy. Start Date: 19th February 2020. End Date: 20th February 2020
7. Shropshire Rural Buses – Newsletter
8. Shropshire Council - Road Closure: Ellesmere 10K. Start Date: 30th August 2020. End Date: 30th August 2020. Purpose: The Ellesmere 10K and Junior 2 K run take place on Sunday 30th August 2020. Roads will be closed for various periods sometime between 10am and 1230pm. Roads affected are: A495, Scotland St, Victoria St, Trimpley St, Elson Rd, Caegoody Lane, A528 Grange Rd, Swan Hill, A528, Wharf Rd, New Wharf Rd and Canal way.

**RESOLVED** to note.

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## 208.19 DATE, TIME AND LOCATION OF NEXT MEETING

- a) To note the date and time of the next meeting.  
**The next meeting will take place on Tuesday 21<sup>st</sup> January 2020, 7.30pm in the Senior Citizens Hall.**
- b) To confirm the 2020 Meeting Dates and to agree a date for the 2020 Annual Parish Meeting in May  
It was **RESOLVED** to note meeting dates and **AGREE** Tuesday 19<sup>th</sup> May 6.30pm for the Annual Parish Meeting. The Annual Parish Meeting will be held in the large room at the Senior Citizens Hall and councillors were asked to consider potential speakers for the event.

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**Meeting closed: 21.00**

Signed \_\_\_\_\_ Chairman