

Whittington Parish Council



Minutes of the Meeting of Whittington Parish Council held on Tuesday 18th February 2020 at 7.30pm at The Senior Citizen's Hall, Station Road, Whittington.

Councillors Present: Jill Whitby, Frank Davies, Greg Hickman, Rupert Harvey, Keith Stanton, Sue Manford, Paul Thompson-Lawrence, Lucy Beaumont.

Also in attendance: Miss L Bardsley (Locum Clerk). No members of the public present.

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.

AGENDA

18.20 APOLOGIES FOR ABSENCE

It was **RESOLVED** to accept apologies for absence from Cllr Ian Johnson, and Cllr Steve Pugh. Cllr Steve Charmley was recorded as Absent.

19.20 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.**
- b) **To consider any applications for dispensation. None received.**

20.20 CONFIRMATION OF MINUTES

To confirm the Minutes of the Full Council Meeting held on 21.01.2020

It was **RESOLVED** to confirm the minutes of the Full Council meeting held on 21.01.2020 and they were duly signed by the Chair as a true record.

21.20 PUBLIC PARTICIPATION

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

There were no members of the public present.

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22.20

POLICE REPORT

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

The written report was **NOTED**.

23.20

REPORTS

- a) **Chair's Report** – Consider matters arising since the last meeting. The Chair reported that she had welcomed the new Vicar on behalf of the Parish Council and has given her an open invitation to attend meetings to talk and provide reports, in the public participation session, on Church activity and that the council look forward to working with her for good of the parish. **RESOLVED** to note the report.
- b) **Clerk's Progress Report** – Consider matters arising since the last meeting. **RESOLVED** to note the following:

<p>Road Safety / Highways – 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.</p> <p>Signage along Castle Street</p> <ol style="list-style-type: none"> 1. The Oswestry directional sign sending people up Castle Street rather than Station Road – SC have confirmed that they will look to renew this sign/posts as part of their works programme in the new financial year commencing April. They will also relocate sign to resolve issue with vehicles turning into the dead end bit of Castle Street. 2. 30mph signage – This is currently being discussed with the Traffic Manager. <p>Vehicle Activated Signs The funds from the Police and Crime Commissioner have now been received so the cheque has been posted to Morelock Signs and we await delivery of the VAS.</p>	On-going
<p>Website Accessibility Guidelines 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.</p>	To note
<p>Donations Thanks received from the Music Festival and Community Centre.</p>	To note
<p>VE / VJ Day (Minute 205.19 refers) Cllrs Whitby and Johnson to 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.</p>	On-going
<p>Annual Parish Meeting Tuesday 19th May – 6.30pm in the big room at the Senior Citizens Hall Speakers:</p> <ul style="list-style-type: none"> • Trustees of Whittington Castle Preservation Trust to present their plans and also an update on the Swan Watch Project – Invited • NatWest Community Banker to deliver a presentation 'Friends Against Scams' to raise public awareness and provide scam prevention advice to 	To note

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workplaces, social clubs, societies, organisations, businesses and much more – Invitation accepted (they will attend and give a presentation)	
Castle Keep Development – Donation of Trees As requested, the letter was passed to the developers who will continue discussions with the family directly.	To note
Training Community Led Housing – Free event Rupert Harvey is booked to attend the following dates: <ul style="list-style-type: none"> • 27 & 28 Feb • 19 March Lucy Beaumont is booked to attend the following dates: <ul style="list-style-type: none"> • 20 March • 14 & 15 April 	To note
Dog Fouling Complaint about Dog Fouling on Artillery Road – Resident signposted to reported it to Shropshire Council via the Dog Fouling link. Follow up – request if there can there be more dog waste bins and signage throughout the whole of the Park Hall circuit.	To note

- c) **Whittington play area at Fitzgwarine** - To receive a report from Cllrs Davis and Charmley on the fortnightly visual inspections.
No issues were raised and the completed forms were passed to the Clerk to file on record.
RESOLVED to note.
- d) **VE / VJ Day** – To receive a report from Cllrs Whitby and Johnson on plans for an event.
Cllr Whitby reported that Cllr Johnson has spoken to church but needs to arrange a meeting with them and the PCC to progress plans further. The response was very positive and they are keen to make arrangements for Friday 8th May. **RESOLVED** to note and to receive a further update at the next meeting.
- e) **Councillor Reports** – To consider reports from Councillors who have attended meetings / training sessions on behalf of the council, since the last full council meeting.
None received.

24.20 SHROPSHIRE COUNCILLOR REPORT

To receive a report from Councillor Steve Charmley.
Cllr Charmley was absent from the meeting. **No report received.**

25.20 PLANNING

a) To note any planning decisions received

- i. **Reference:** 19/03145/FUL (validated: 12/07/2019)
Address: Dwelling At Former Hairdressing Salon, Station Road, Whittington, Shropshire, SY11 4DA
Proposal: Erection of a two-storey dwelling with attic accommodation; to include amenity land following demolition of former bakery building
Decision: Grant Permission

RESOLVED to note.

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b) Planning applications for consideration

I. **Reference:** 20/00384/TCA (validated: 29/01/2020)

Address: Plas Cerrig, Station Road, Whittington, Oswestry, Shropshire, SY11 4DA

Proposal: Fell 2no Yew within Whittington Conservation Area

It was **RESOLVED** to **SUPPORT** with the following comments: The parish council support the application but would like the following observation considered: the drawings are not very clear, and there are concerns that if trees are too close to the boundary this might cause issues for neighbouring properties.

II. **Reference:** 20/00267/FUL (validated: 27/01/2020)

Address: The Courtyard, Hindford, Whittington, Oswestry, Shropshire, SY11 4NL

Proposal: Erection of a garden machine store to an existing garage block

It was **RESOLVED** to **MAKE A REPRESENTATION** stating that the parish council have no comments to make on this application.

III. **Reference:** 20/00168/FUL (validated: 16/01/2020)

Address: Proposed Residential Development West Of, Artillery Road, Park Hall, Shropshire

Proposal: Substitution of two dwellings (plots 14,21) with six dwellings; formation of parking areas; creation of additional public open space

It was **RESOLVED** to **MAKE A REPRESENTATION** stating that the parish council have no comments to make on this application.

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.

26.20

ACCOUNTS

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

CHEQUE NUMBER	PAYMENT TO	DESCRIPTION	NET	VAT	GROSS
3086	Clerk	Salary 1 st February – 29 th February Expenses (Home Office Allowance, mileage & stationery) Total	955.29	0.00	955.29
3087	HMRC	Clerk - PAYE Payments (Month 11) Employer NI Locum Clerk – PAYE Payments Total	TBC at March meeting		TBC
3088	D & R Brewer	Grounds Maintenance – Month 11 (11/12 of total annual cost)	87.50	0.00	87.50
3089	Information Commissioner	Annual Data Protection Fee	40.00	0.00	40.00

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3090	Locum Clerk	As per timesheet (reimbursement for hours worked and mileage)	149.75	0.00	149.75
3091	Shropshire Council	4 th Quarter S/Light Energy (January – March)	1579.92	315.98	1895.90
Direct Debit	NEST	Pension (Employer 12.91 & Employee 17.22 Contribution)	TBC at March Meeting	0.00	TBC

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

Date Received	From Whom and Description	Amount
31.01.20	NatWest – Interest	£0.97
09.01.20	Xmas Crowd Fund – Xmas Lights (transferred to Earmarked Reserves)	£285.00

c) Reconciliation - To approve bank reconciliation up to and including 31st January 2020. **RESOLVED** to approve.

d) Internal Controls – To receive a report from Cllr Beaumont. **RESOLVED** to note.

27.20

COMMUNITY LED HOUSING

a) Community Led Housing Fund – Annual Monitoring Form for the financial year 2018/19 – To confirm that Whittington Parish Council have not Allocated, Implemented or Completed any projects using Community Led Housing Funds in 2018/19 (to be verified by the Chair and Shropshire Councillor and online form completed by the Clerk).

It was **RESOLVED** to confirm that Whittington Parish Council have not Allocated, Implemented or Completed any projects using Community Led Housing Funds in 2018/19. This was verified by the Chair. As Shropshire Councillor Steve Charmley was absent from the meeting, it was **FURTHER RESOLVED** that this be verified via email with Cllr Charmley and then the online monitoring form will be completed by the Clerk.

b) Community Led Housing – Proposed Site and Application. Consider setting up a Steering Group (Councillors and Community Members) to meet with Shropshire Council and appoint a point of contact for the group.

It was noted that a site has come forward for affordable housing and Star Housing have put an application in as they consider it to be a suitable site. The site is at the back of Pen-Y-Bryn.

It was **RESOLVED** to set up a Steering Group with the following members:

Cllrs: Jill Whitby, Lucy Beaumont, Rupert Harvey, Ian Johnson and Steve Charmley.
Ian Johnson was nominated as the group lead.

Councillors will speak to members of the community to see if there is any interest to also get involved.

28.20

GRANT APPLICATION

Consider the application received from The Movement Centre.

It was **RESOLVED** to make a donation of £100.00 and this was made via cheque number 3092.

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29.20

STREETLIGHT LED PROJECT

Receive an update on the conversion and agree a final date for lantern repairs / bulb changes before the conversions take place in March.

It was reported that the LED order will be received by Highline on 27th February and installation will begin shortly after. It was **RESOLVED** to agree a cut off point of 18.02.2020 for repairs, and only lights on the level crossing, and main junction at Three Trees to be repaired if faulty as these need to be made a priority. Any lights not on the conversion list (the remaining 21 lights on grade 5 columns and brackets) will be repaired as normal as conversion of these will not take place until late Spring/Summer.

It was also **NOTED** that there are 3 lights off on Inglis Road – Scottish Power Fault – Andy is dealing with it direct with SP.

30.20

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.***

- Cllr Frank Davies provided an update on grass cutting issues.
- Cllr Harvey reported a dead tree fallen on grass by Three Trees and it was noted that this is the responsibility of Shropshire Council.

31.20

CORRESPONDENCE

To note correspondence received:

1. SALC – News Bulletins
2. NALC Legal Update – February 2020

RESOLVED to note.

32.20

DATE, TIME AND LOCATION OF NEXT MEETING

To note the date and time of the next meeting.

Tuesday 24th March 2020 – 7.30pm

Meeting closed: 20.29

Signed _____ Chairman