

# WHITTINGTON PARISH COUNCIL

Minutes of the Meeting of Whittington Parish Council held remotely on Tuesday 25<sup>th</sup> August 2020 at 7.30pm via Zoom Video Conferencing.

**Councillors Present:** Frank Davies (Chair), Lucy Beaumont (Vice-Chair), Jill Whitby, Rupert Harvey, Ian Johnson, Paul Thompson-Lawrence, Sue Manford and Keith Stanton.

**Also in attendance:** Mrs Amy Jones (Clerk).

## Parish Council MINUTES

### 123.20 Apologies for Absence

Apologies for absence received from Cllrs: Charmley, Pugh and Hickman.

### 124.20 Declarations of interest regarding the agenda

*Members are reminded that the Council's Code of Conduct requires that any Member, having a financial or other interest (bias or predetermination) in any of the business to be transacted, must declare all such interests either at the start of the meeting or immediately before the item is discussed. Members are required to leave the room during the discussion and voting on matters in which they have a disclosable interest.*

- 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.

Agenda Item 131 - Cllr Harvey did not take part in any discussions or decision making relating to WHN024

- b) To consider any applications for dispensation.

None received.

### 125.20 Confirmation of the Minutes

To approve and authorise the signing of the Minutes of the Full Council Meeting held on 28.07.2020

It was **RESOLVED** to approve the minutes of the Full Council Meeting held on 28.07.2020 and that a copy be signed at the next Physical Meeting of the Council.

### 126.20 Public Participation

To allow public participation in accordance with the Council's Standing Order procedure (this is to be done remotely, inviting any members of the public who are participating in the Zoom session to speak).

No members of the public present.

### 127.20 Coronavirus

To receive the latest guidance in relation to Government Guidelines and Local Authorities.

It was **NOTED** that the current guidance is to continue to hold meetings remotely where possible.

### 128.20 Police Report

To receive a written police report.

No Police report received. Incidents regarding dog snatching in Shropshire were noted.

### 129.20 Reports

- a) **Chair's Report** – Consider matters arising since the last meeting.  
Nothing to report.

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

<p><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. 7 volunteers currently on the list, just awaiting the return of application forms before the scheme can progress (2 forms outstanding)</p> <p><b>Signage along Castle Street</b></p> <ol style="list-style-type: none"> <li>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.</li> <li>2. 30mph signage – This is currently being discussed with the Traffic Manager.</li> </ol> <p><b>Rumble Strips – Castle Street</b></p> <p>Update from SC - previously made arrangements for ATC traffic surveys to be carried out at a number of locations across the County, including Castle Street, Whittington, and then lockdown in March happened and so they all had to be put on hold. Now that lockdown restrictions have been relaxed and traffic is getting back to normal levels, they are looking to get these surveys carried out once the summer holidays have finished.</p> <p><b>Station Road</b></p> <p>Following complaints, enquiries were made with the SC Environmental Maintenance Team. They confirmed that the carriageway/footway etc are inspected on a monthly basis with any defects recorded and issued to our contractor for repair. With regards to the sinking areas. A proforma is being submitted to their capital team for consideration to be given to this road for inclusion on a future works programme.</p> <p><b>Meetings</b></p> <p>The Road Safety Working Group are meeting with David Gradwell (Shropshire Council Highways) on 1<sup>st</sup> September to discuss the installation of additional VAS in the village, including re-positioning the old VAS currently on Ellesmere Road</p>	<p>On-going</p>
<p><b>Grants</b></p> <p>TNS FC Foundation will be paid the grant in full for Youth Club sessions starting in September as soon as they confirm that the sessions will definitely go ahead. The Clerk has obtained in writing from them that if sessions were to cease again over the winter or stop completely, any unspent money would be re-paid to the council.</p>	<p>To note</p>
<p><b>Training</b></p> <p>Cllrs Johnson, Whitby and Beaumont are booked onto the 'Planning with Ian Kilby' Course on 12<sup>th</sup> October</p>	<p>To note</p>
<p><b>Streetlight Energy</b></p> <p>The updated S/light inventory has been issued to SC and the annual energy charge reduced further following the completion on Project C (LEDs and Brackets).</p> <p>2019/20 Charge was: £6319.68 + VAT</p>	<p>To note</p>

<p>This was reduced to £3517.01 plus vat per year following the completion of Project B  This has now been reduced to an annual charge of <b>£2488.70</b> + VAT per year following the competition of Project C.  This will reduce further when the final 16 lights are converted as part of Project A.  The council is now making around a 60% saving annual on S/Light Energy Charges.</p>	
--	--

- c) **Whittington play area at Fitzgwarine** – Consider the latest visual inspection report provided to the council verbally by Cllr Frank Davis.  
Verbal report from Cllr Davis was **NOTED**. No issues identified, just the deterioration of the log, which is being monitored. Council currently awaiting the Annual ROSPA Report from Shropshire Council.
- d) **Shropshire Councillors Report** – To receive a report from Cllr Steve Charmley.  
Cllr Charmley was not present at the meeting to provide a report.
- e) **Councillor Reports** – To consider reports from Councillors (training courses, meetings attended as council representatives, roles carried out as a councillor).  
It was **NOTED** that Cllr Hickman had attended a SALC Area Committee.

130.20

## Planning

- a) To note recent planning decisions published by Shropshire Council
- I. **Reference:** 20/02196/FUL (validated: 05/06/2020)  
**Address:** Bryn-Y-Plentyn Farm, Bryn-Y-Plentyn, Middleton, Oswestry, Shropshire, SY11 4LP  
**Proposal:** Installation of a 600kw renewable heat pump and all associated works  
**Decision:** Grant Permission
  - II. **Reference:** 20/01979/FUL (validated: 22/05/2020)  
**Address:** Gracelands, Ellesmere Road, Whittington, SY11 4DJ  
**Proposal:** Conversion of the former 7.no bedroom nursing home (C2 Use Class) into 5.no apartments (C3 Use Class). Demolition of lift and 2 storey extension.  
**Decision:** Grant Permission
  - III. **Reference:** 20/00073/VRW106 (validated: 08/01/2020)  
**Address:** Proposed Residential Development West Of, Artillery Road, Park Hall, Shropshire  
**Proposal:** Variation of Section 106 for planning application number 18/03954/VAR  
**Decision:** Grant Permission
  - IV. **Reference:** 20/01983/FUL (validated: 10/06/2020)  
**Address:** The Old Church, Babbinswood, Whittington, Oswestry, Shropshire, SY11 4PQ  
**Proposal:** Erection of single storey rear extension  
**Decision:** Refuse
- RESOLVED** to note.
- b) Planning applications for consideration
- I. **Reference:** 20/02994/TCA (validated: 30/07/2020)  
**Address:** 9 Penrhos Court, Station Road, Whittington, SY11 4FA  
**Proposal:** To fell 1no Sycamore tree, 1no prunus and 1no hawthorn and Crown raise 1m lift over garden 1no Ash tree within Whittington Conservation Area

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

- The Parish Council has no objections to the work being carried out, providing the Tree Officer is happy with the proposals, considering the trees are in a conservation area.

II. **Reference:** 20/03032/TCA (validated: 04/08/2020)

**Address:** Gablecroft, Church Street, Whittington, SY11 4DT

**Proposal:** To reduce crown by approx 30% and achieve highway clearance and lift over drive 1no Yew Tree (T1), Remove 1no Walnut Tree (T2) and replant with Cherry Tree, remove dead branch of 1no Sequoia (T3) and fell group of Ash saplings (T4) within Whittington Conservation Area.

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

- The Parish Council has no objections to the work being carried out, providing the Tree Officer is happy with the proposals, considering the trees are in a conservation area.

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) **Planning Consultations** – To consider the Planning Committee's Recommendations:

- I. Changes to the current planning system (NALC deadline for responses 17 September)
- II. Planning for the future - the planning white paper (NALC deadline for responses 15 October)
- III. Transparency and competition: a call for evidence on data on land control (NALC deadline for responses 16 October)

It was **RESOLVED** to accept the Planning Committee's recommendation and not respond to the national planning consultations.

## 131.20 Shropshire Local Plan Consultation

Consider the Planning Committee's recommendation for a response to the consultation on Regulation 18: Pre-submission draft of the Shropshire Local Plan.

*Cllr Harvey did not take part in any discussions or decision making relating to WHN024*

It was **RESOLVED** to accept the recommendations of the Planning Committee – **Copy of the Planning Committee Minutes (25.08.20) Attached – Appendix A**. It was **FURTHER RESOLVED** that the Clerk complete the Consultation Forms based on the agreed comments and circulate to all councillors before submitting.

## 132.20 Finance and Accounts

a) Consider the following accounts for payment and agree to continue with BACS payments whilst meetings are being held remotely. **RESOLVED** to approve the following payments and to continue with BACS payments while meetings continue to be held remotely.

CHEQUE NUMBER	PAYEE	DESCRIPTION	NET	VAT	GROSS
BACS17	Clerk	Salary 1 <sup>st</sup> – 31 <sup>st</sup> August Home Office Allowance 16.00	923.54	0.00	<b>923.54</b>
BACS18	HMRC	Clerk - PAYE Payments (Month 5) Employer NI	47.11	0.00	<b>47.11</b>

<b>BACS19</b>	D & R Brewer	Grounds Maintenance – Month 5	87.50	0.00	<b>87.50</b>
<b>BACS20</b>	PKF Littlejohn	External Audit	300.00	60.00	<b>360.00</b>
<b>BACS21</b>	SALC	Chairmanship Training (Cllr Training)	75.00	0.00	<b>75.00</b>
<b>BACS22</b>	Friends of Whittington Cemetery	Donation towards grass cutting in the Garden of Remembrance (minute 62.a.20 refers) – September	50.00	0.00	<b>50.00</b>
<b>Direct Debit</b>	NEST	Pension (Employer & Employee Contribution)	29.57	0.00	<b>29.57</b>

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

<b>Date Received</b>	<b>From Whom and Description</b>	<b>Amount</b>
31.07.20	NatWest – Interest	<b>£0.30</b>
17.07.20	SP Wayleave Payment	<b>£1.19</b>
17.07.20	Donation from Llanyblodwel PC towards Clerk Training Costs	<b>£15.00</b>

c) **Reconciliation** - To approve bank reconciliation up to and including 31<sup>st</sup> July 2020. RESOLVED to approve.

d) **Internal controls** – To receive a report from Cllr Beaumont on the 1<sup>st</sup> Quarter check on the accounts.  
Cllr Beaumont provided a verbal report stating that there were no issues with the 1<sup>st</sup> Quarter Accounts and the checklist had been completed and signed accordingly. RESOLVED to note.

e) **2019/20 Accounts Conclusion of Audit** – To note the External Auditors Report and note that the Notice of Conclusion of Audit has been published. RESOLVED to note.

133.20

### Village Entrances

Consider the Working Group’s Report and Proposals, including the proposal to purchase a new Vehicle Activated Sign for Ellesmere Road (including draft funding application).

Cllr Johnson provided an overview of the recently downloaded data from the two VAS in the village. Babbinswood VAS data – Max speed recorded 80mph. 85% of traffic is travelling at an average of 43mph.

#### **Issues and Concerns raised by the Working Group about the installation of Welcome Gates:**

- Are welcome gates effective at reducing speed levels?
- Who would be responsible for ongoing maintenance?
- What about the ones already on Ellesmere Road – could these be spruced up?
- Issues raised by residents of Pen-Y-Bryn about the speed of traffic entering the village on Ellesmere Road.
- Would the gates be better worked in as part of a bigger road safety project with other traffic calming measures?
- The VAS are already proving to be effective – would purchasing another be a better use of funds at present?

### **The working group proposed:**

- The council **do not** proceed with welcome gates at present as there is no evidence to suggest that they work alone to reduce speed levels. Start the conversation with Shropshire Council as to whether there is potential for a larger scale traffic calming project for Whittington (using CIL Funds), to which the council could support with Neighborhood Fund and the gates could be an integral part of this project.
- The Council **purchase another VAS** (same as the other 2) and locate this on Ellesmere Road, focusing on traffic coming into the village (exact location to be agreed). Request that SC give the PC permission to relocate the existing older VAS onto a streetlight on Gobowen Road.
- Ask the Brewers to have a look at the Welcome Gates on Ellesmere Road to assess their condition to see if they can be tidied up and ask them to trim around them to make them more visible.

It was **RESOLVED** to apply to the PCC for 2 additional VAS and discuss and agree suitable locations with Shropshire Council at the site meeting on 1<sup>st</sup> September (Park Hall to also be considered, as well as Whittington Village). Following agreement with SC, the Funding Application can be submitted.

### **Funding**

The Parish Council apply to the PCC for 50% of the Cost

The PC match fund the other 50% and cover the cost of delivery and installation

The Parish Council has £2000 in the 2020/21 budget under the heading 'Road Safety Projects'

### **Locations**

Councillors raised concerns about the speed of traffic in other areas of the parish including traffic leaving Babbinswood and Park Hall.

134.20

### **Streetlights**

Consider the correspondence regarding light 127 on Church House.

It was noted that Light 127 is on private property. A SP box is on the property to feed the light. SP have been asked to investigate whether an existing Wayleave is in place. **RESOLVED** that this be discussed further at a future meeting when correspondence has been received from SP regarding a Wayleave.

It was **FURTHER NOTED** that a complaint had been received from the property opposite regarding the brightness of light 127 – **RESOLVED** to request that Highline dim the light.

135.20

### **Community Led Housing – Pen-y-Bryn**

- a) Receive an update from the Steering Group.

Cllr Johnson provided a summary of the last meeting. The group have now met 4 times. A Highways consultant has looked at the site again and has no reason to object. The site will be going to planning application stage in September. **RESOLVED** to note.

- b) Consider writing to Star Housing to report the ASB matters reported by residents in existing STAR Housing Properties.

It was **RESOLVED** to report these matters the matters of ASB to Star Housing.

136.20

### **Council Reports / Areas of Concerns / Items for future Agendas**

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.**

- TNS FC Foundation – Youth Club commencing 14<sup>th</sup> Sept.

137.20

## Correspondence

To note correspondence received:

1. SALC / NALC – Bulletins, Covid-19 updates, training opportunities
2. Shropshire Council – Covid-19 Updates and Community Reassurance Updates (published on the website)
3. NALC – Legal Update and News Briefings
4. SLCC - Briefing regarding Model Code of Conduct Consultation
5. Highways – Notification of road closure for surface dressing works – various locations
6. Shropshire Council - Road Closure: Birch Road, Ellesmere. 14th August - 17th August 2020. Purpose: Site 102 and 103 Safe Start Surface Dressing

### For consideration:

1. Shropshire Council – Housing Strategy Consultation - <https://www.shropshire.gov.uk/get-involved/draft-housing-strategy-2020-2025-consultation/>  
**RESOLVED** not to respond.
2. BT Payphone removal consultation – consider the proposal to remove the payphone on the A495 (SY11 4PF) from service  
It was noted that there has been an average of 1 call per month from the phonebox.  
**RESOLVED** to respond stating that the Parish Council does not object to its removal.
3. PCC Town & Parish Council Survey – **RESOLVED** that the Clerk complete.
4. Letter from Her Majesty's Lord-Lieutenant of Shropshire – To note.

138.20

## Date and Time of Next Meeting

To note the date and time of the next meeting.

Tuesday 22<sup>nd</sup> September, 7.30pm. Location TBC.

139.20

## 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.*

1. Pre-application enquiry for a single plot exception dwelling  
*Cllr Beaumont declared a bias and did not take part in discussions or decision making.*  
  
Concerns were raised regarding the site and suitability of access. The Parish Council's Planning Policy is not to support back fill development. It was **RESOLVED** to feed back that the Parish Council would not support this if it came forward as an application.
2. Staffing matters – Backdated salary payment. **RESOLVED** to approve and the payment be made with the September Salary.

**The Meeting was closed by the Chairman at 20.47**