

WHITTINGTON PARISH COUNCIL

Minutes of the Meeting of Whittington Parish Council held remotely on Tuesday 27th October 2020 at 7.30pm via Zoom Video Conferencing.

Councillors Present: Frank Davies (Chair), Lucy Beaumont (Vice Chair), Jill Whitby, Ian Johnson, Steve Charmley, Rupert Harvey, Sue Manford, Keith Stanton, Steve Pugh and Greg Hickman.

20.50 - Cllr Thompson-Lawrence joined the meeting.

Also in attendance: Mrs Amy Jones (Clerk). 1 member of the public.

Parish Council MINUTES

155.20 Apologies for Absence

Absent – Cllr Paul Thompson-Lawrence (joined the meeting at 20.50)

156.20 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.

Cllr Jill Whitby – Bias declared item 20/03858/FUL.

- b) To consider any applications for dispensation.

None received.

157.20 Confirmation of the Minutes

To approve and authorise the signing of the Minutes of the Full Council Meeting held on 22.09.2020.

It was **RESOLVED** to approve the Minutes of the Full Council Meeting held on 22.09.2020 and authorise the physical signing of the minutes at the next Face to Face meeting of the Council.

158.20 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 wished to speak.

159.20 Coronavirus

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

It was noted that the current guidance is to work from home if possible so meetings will continue to be held remotely. Shropshire is currently a Medium Risk Area.

160.20 Police Report

To receive a police report and to note recent anti-social behaviour issues in the village, being dealt with by the Police.

A written report had not been received.

Cllr Whitby reported on a recent conversation with the PCSO regarding recent anti-social behaviour issues in the village. The Police are currently dealing with the matter.

RESOLVED to note.

161.20

Reports

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

The Chair reported that he will be attending the Church Remembrance Service and laying a Wreath on behalf of the Parish Council. **RESOLVED** to note.

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

<p>Road Safety / Highways (matters not included elsewhere on the agenda) Community Speedwatch – 6 volunteers now enrolled and all application forms completed and submitted to the Safer Roads Team. Next stage they will carry out is a risk assessment of the areas to carry out the speed watch.</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>Speed monitor – Castle Street Currently in place and data being collected.</p> <p>Station Road A proforma is being submitted to their capital team for consideration to be given to this road for inclusion on a future works programme. Cllr Charmley provided an additional update as part of his report.</p> <p>Boot Street A495 Essential Maintenance Work being carried out (re-surfacing) – 6th – 12th November – Diversion to be put in place.</p> <p>Site 38 B5009 - Wootton to Queens Head A5 Urban Section Essential Maintenance Work being carried out (re-surfacing) – 11th – 13th November – Diversion to be put in place.</p> <p>Outside the School – Congestion The School and Police have been written to – no response received.</p>	<p>On-going</p>
<p>Remembrance Sunday A Parish Council Wreath will be laid by the Chair</p>	<p>To note</p>
<p>Grounds Maintenance Additional cuts have been carried out into October as the grass is still growing and to ensure that the grass is kept short going into Winter. Highline cut away some branches on the tree on the three trees green when fitting the lights to stop people climbing into the tree. I have asked the Brewers if they can remove the branches when doing the next cut.</p>	<p>To note</p>

c) **Whittington play area at Fitzgwarine** – Consider the latest visual inspection report provided to the council verbally by Cllr Frank Davis and consider the Annual ROSPA Inspection Report. The ROSPA report was noted and all areas inspected were graded as either low risk or very low risk so no immediate action is required. It was **RESOLVED** that the Clerk and Cllr Davis visit the Play Area to assess which low risk issues can be addressed internally by the Council and which will require professional maintenance, for which a quote will be required. There are concerns about the deterioration of the log and this has been noted in the fortnightly checks.

d) **Shropshire Councillors Report** – To receive a report from Cllr Steve Charmley. Councillor Charmley reported on the following matters from Shropshire Council:

- Covid-19 – Cases are increasing quite rapidly across the county.
- Station Road – A scoping exercise has taken place to see what remedial work can be done ahead of surface dressing and resurfacing which will be in the new year.
- Community Car Park – hoping for an opening date in the next few weeks.
- ASB on Station Road – information has been passed to the Police.

RESOLVED to note the report.

e) **Councillor Reports** – To consider reports from Councillors (training courses, meetings attended as council representatives, roles carried out as a councillor).

I. Cllr Sue Manford – Community Speedwatch (lead volunteer)

A meeting has taken place to assess good, safe places to stand and where possible, allowing for the monitoring of traffic in both directions from one spot. It was clear that the Ellesmere to Oswestry road, through the village, is the busiest and of most serious concern.

Ideally the standing “spot” shouldn’t be too close to someone’s house, not too near the road and it has provided the car driver with plenty of opportunity to slow down – i.e a good 100 metres from the speed sign and the VAS as then it has provided drivers with the opportunity to slow down. The Police explained in the meeting that the aim of the project is to look for drivers who are ignoring the signs and still doing well over the limit.

There will shortly be training for the volunteers (subject to covid regulations).

Ideally when the CSW is out in the village it should be a group of 3 - one for holding the speed gun, one to write the info down and one to monitor what is going on. All high vis clothing etc will be provided.

The report was **NOTED** and Cllr Manford thanked for the time she has put into leading the project.

It was **AGREED** to request a speed monitor box in Park Hall on North Drive (Orthopaedic to the Venue) to gather data, to explore the possibility of including a site in Park Hall in the CSW programme. Cllr Manford to discuss this at the next CSW site meeting.

II. Cllr Ian Johnson – Vehicle Activate Sign Data Downloads

The sample shared with councillors covered the period 23rd Sept to 26th Oct. There were some alarming speeds recorded on both the approaches to the village, with the maximum speed recorded at 95mph. Highways and the Police use the 85% figure which on this approach to Whittington from Oswestry is 37MPH. This means that 85% of the traffic are travelling at 37MPH. The rule is 10% +2 over the speed limit so 35MPH would be the trigger. In Babbinswood, the 85% figure is 43MPH which falls under the trigger.

The Clerk reported that the raw data has been sent to the West Mercia Police Road Safety Team for them to consider and feedback to the Council.

III. Cllr Greg Hickman – SALC Executive

Cllr Hickman shared a report on the recent SALC Executive Working Group meeting. **RESOLVED** to note the report.

162.20

Planning

a) To note recent planning decisions published by Shropshire Council

I. **Reference:** 20/03334/FUL (validated: 27/08/2020)

Address: Hawthorn House, 2 Glebe Meadows, Whittington, Oswestry, SY11 4AG

Proposal: Erection of a single storey rear extension

Decision: Grant Permission

RESOLVED to note.

b) Planning applications for consideration

I. **Reference:** 20/03753/FUL (validated: 25/09/2020)

Address: Castle Teas, Whittington Castle, Castle Street, Whittington, Oswestry, Shropshire, SY11 4DF

Proposal: Erection of detached toilet block; erection of access platform with steps and insertion of pedestrian access doors to existing tearoom; internal alterations to form preparation room

It was **RESOLVED** to **SUPPORT** with the following comments:

- The Parish Council fully support the application, providing that the work is carried out under all the necessary guidelines.

II. **Reference:** 20/03754/LBC (validated: 25/09/2020)

Address: Castle Teas, Whittington Castle, Castle Street, Whittington, Oswestry, Shropshire, SY11 4DF

Proposal: Works to facilitate the insertion of pedestrian access doors to existing tea room with access platform and steps; internal works to combine rooms to form preparation room; erection of detached toilet block

It was **RESOLVED** to **SUPPORT** with the following comments:

- The Parish Council fully support the application, providing that the work is carried out under all the necessary guidelines.

Cllr Jill Whitby – Bias declared item 162.b.iii - 20/03858/FUL. Cllr Whitby did not participate in discussions or the decision-making process.

- III. **Reference:** 20/03858/FUL (validated: 05/10/2020)
Address: Development Land SE Of Whittington Primary School, Station Road, Whittington, Shropshire
Proposal: Erection of 39 Dwellings with Associated Access onto the B5009, Open Space Areas, Dedication of Land to the School and Car Parking Area for School (Phases 2 and 3 of Local Plan Allocation WGN001-004-005-021)

The Car Parking Area for the School was discussed and it was confirmed that the developer would be meeting the cost of this as part of the development.

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

- The Parish Council have no comments to make on this application.

- IV. **Reference:** 20/03859/FUL (validated: 25/09/2020)
Address: Proposed Residential Development West Of, Artillery Road, Park Hall.
Proposal: Erection of five dwellings with garaging (previously approved for 3 houses under 13/01643/OUT and 17/03680/REM)
 PLOTS 18-20 ONLY

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

- The Parish Council request that Planning Officer take into consideration the original application that was approved. Parish Councillors have concerns that the site will be over populated and no traffic calming measures have yet been installed; a condition of the original consent.

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

It was **NOTED** that application Ref: 20/04257/FUL (validated: 23/10/2020 - Address: Land Off, Penybryn Avenue, Whittington) had been received but that this would be considered at the November meeting, when councillors have had an opportunity to fully consider the documentation.

163.20 Finance and Accounts

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

CHEQUE NUMBER	PAYEE	DESCRIPTION	NET	VAT	GROSS
BACS32	Clerk	Salary 1 st – 31 st October plus expenses (home office allowance 16.00)	959.84	0.00	959.84
BACS33	HMRC	Clerk - PAYE Payments (Month 7) Employer NI	72.90	0.00	72.90
BACS34	D & R Brewer	Grounds Maintenance – Month 7 plus additional cuts in October	127.50	0.00	127.50
Direct Debit	NEST	Pension (Employer & Employee Contribution)	33.53	0.00	33.53

BACS35	SALC	Clerk's Training – 15.10.20	30.00	0.00	30.00
BACS36	RBL Poppy Appeal	Wreath (S.137)	20.00	0.00	20.00
BACS37	Whittington Castle	Grant – Halloween Event (see below – item 163e refers)	250.00	0.00	250.00

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

Date Received	From Whom and Description	Amount
30.09.20	NatWest – Interest	£0.32

- c) **Reconciliation** - To approve bank reconciliation up to and including 30th September 2020. **RESOLVED** to approve.
- d) **2nd Quarter** – Consider the 2nd Quarter Budget Report and elect a councillor to carry out the 2nd Quarter Internal Checks on the Accounts.
It was RESOLVED to approve the 2nd Quarter Budget Report with no issues raised and Cllr Beaumont agreed to carry out the 2nd Quarter checks on the Accounts.
- e) **Grant request** – Consider request from Whittington Castle for financial support towards their Halloween Event.
It was RESOLVED to approve a grant of £250.00 and this be paid to the Castle via internet transfer - BACS37.

It was noted that the Church are planning a 'Drive in' Christmas Carol Service at The Castle this year, in light of the Covid-19 pandemic and have asked whether the Council may consider supporting the event, possibly through the cost hiring a generator. It was agreed in principle to support the event.

164.20 Streetlights

Consider correspondence from Scottish Power regarding an historical wayleave for light 127 on Church House.

It was **NOTED** that Scottish Power have been unable to locate a legal wayleave for the supply to light 127 on Church House. It was **RESOLVED** to write to the property owner to inform them that SP have been unable to locate a Wayleave and the Parish Council does not have the powers to issue one. The Parish Council, therefore, suggest that if the owner would like the light to be removed (not the supply – this would have to be done by SP), the parish council can arrange to have it removed and will look into having a steel column installed as an alternative was to light the footway on Church Street.

165.20 Parish Council Strategies and Plans

- a) To review the current Project Plan, ahead of 2021/22 budget planning (projects that are allocated Neighbourhood Funds to be added to the Place Plan).
It was **RESOLVED** to defer this item to the November meeting. Councillors were asked to consider possible projects and to liaise with the Clerk so that a list can be collated for discussion at the meeting.
- b) To consider the Communication and Community Engagement Strategy and Action Plan prepared by the Clerk.

It was **RESOLVED** to defer this item to the November meeting.

- 166.20 **Community Led Housing, Pen-y-Bryn** - Receive an update from the Steering Group. The planning application is now live on the planning portal. The Parish Council will consider the application at the November meeting. **RESOLVED** to note.

20.50 - Cllr Thompson-Lawrence joined the meeting.

- 167.20 **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.**

- Castle Street behind 3 trees, there are low branches over the bicycle racks, opposite the shop – request that Shropshire Council cut these back.
- Community Litter Pick (Castle initiative) – Request for volunteers. Whittington Together have covered the cost of high vis and litter pickers.
- Rubbish dumping (a considerable amount) on the driveway going into new traveller camp. Cllr Charmley to follow up.

- 168.20 **Correspondence**

To note correspondence received:

1. SALC / NALC – Bulletins, News in brief bulletins, Covid-19 updates, training opportunities
2. Shropshire Council – Covid-19 Updates and Community Reassurance Updates (published on the website)
3. NALC – Legal Updates and News Briefings
4. Shropshire Council – Road Closure: A495, Boot Street. 6th November - 12th November 2020. Purpose: Capital resurfacing works
5. Shropshire Council – Road Closure: B5009, Wootton to Queens Head. 11th November - 13th November 2020. Purpose: Site 38. Capital Resurfacing works
6. VCSA Newsletter – October 2020

RESOLVED to note.

For consideration

1. **National Pavement Parking Consultation (deadline 22nd November) -**
<https://www.gov.uk/government/consultations/managing-pavement-parking/pavement-parking-options-for-change>
RESOLVED not to respond.
BT Consultation – Payphone removal – To note that, following the Parish Council’s feedback, the payphone is listed as ‘recommendation for removal’. **RESOLVED to note.**
2. **Shropshire Council – Community and Rural Strategy Consultation -**
<https://www.shropshire.gov.uk/get-involved/community-and-rural-strategy-2020/>
RESOLVED not to respond.
3. **Shropshire Council – Cultural Strategy Consultation -** <https://www.shropshire.gov.uk/get-involved/vibrant-shropshire-cultural-strategy-2021-2031/>
RESOLVED not to respond.

4. **Whittington Castle** – The Whittington Litter Pick – Saturday 7th November. **RESOLVED** to note and councillors who are available to support the initiative will help.
- Road Safety Concerns raised by Parishioners** – Concerns raised regarding Station Road (Traffic Speeds and Anti-Social Behaviour). **RESOLVED to note. The matters are being dealt with by the Police (reported under 161.d - Cllr Charmley's report).**

169.20

Date and Time of Next Meeting

To note the date and time of the next meeting.

Tuesday 17th November, 7.30pm. A meeting of the Finance and Executive Committee will take place prior to the Full Council meeting, at 6.30pm.

The Meeting was closed by the Chairman at 21.00