

Whittington Parish Council

T: 01691 829571

E: clerk@whittingtonpc.com

www.whittingtonpc.com

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

18th August 2021

Dear Councillors,

YOU ARE SUMMONED TO ATTEND A MEETING OF THE PARISH COUNCIL TO BE HELD ON **TUESDAY 24TH AUGUST 2021 AT 7.30PM** IN THE SENIOR CITIZENS HALL, STATION ROAD, WHITTINGTON, FOR THE TRANSACTION OF BUSINESS AS SET OUT IN THE AGENDA BELOW.

The press and members of the public are asked to please contact the Clerk prior to the meeting if they plan to attend.



Mrs A Jones, Clerk to the Council

Parish Council AGENDA

104.21 Apologies for Absence

105.21 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.
- b) To consider any applications for dispensation.

106.21 Confirmation of the Minutes

To approve and authorise the signing of the Minutes of the Full Council Meeting held on 27.07.2021.

107.21 Public Participation

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

108.21 Reports

- a) **Chairman's Report** – Consider matters arising since the last meeting.
- b) **Clerk's Progress Report** – Consider matters arising since the last meeting (attached report).
- c) **Whittington play area at Fitzgwarine** – Consider the latest visual inspection report provided to the council by Cllr Frank Davis.
- d) **Police Report** – Consider.
- e) **Shropshire Councillors Report** – To receive a report from Cllr Steve Charmley.
- f) **Councillor Reports** – To consider reports from Councillors (training courses attended, meetings attended as council representatives).

109.21 Planning

- a) To note recent planning decisions published by Shropshire Council
 - i. **Reference:** 21/03065/TPO (validated: 18/06/2021)
Address: Birch House, Daisy Lane, Whittington, Oswestry, Shropshire, SY11 4EA
Proposal: Reduce by 1/3rd 1no Silver Birch protected by The Council of the Borough of Oswestry (Daisy Lane) TPO 2001 (Ref: OS/00048/01)

Decision: Grant Permission

II. **Reference:** 21/03099/FUL (validated: 22/06/2021)

Address: Proposed Dwelling Adj Cemetery, Daisy Lane, Whittington, Shropshire

Proposal: Construction of proposed domestic carport and store

Decision: Grant Permission

b) To Consider Planning Applications:

I. **Reference:** 21/03457/FUL (validated: 13/07/2021)

Address: Oak Mill Cottage, Whittington Road, Gobowen, Oswestry, SY11 4NQ

Proposal: Erection of two storey side extension and single storey conservatory to replace existing

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) **Planning Policy Statement** - Review

110.21

Finance and Accounts

a) Consider the following accounts for payment:

CHEQUE / BACS NUMBER	PAYEE	DESCRIPTION	NET (£)	VAT	GROSS (£)
BACS29	Wel Medical	3 x defibs, 3 x locked cabinets, 1 x phonebox fixing kit (paid outside of meeting – minute 100.21 refers and approved payment)	3513.00	702.60	4215.60
BACS30	Clerk	Salary Month 5 (plus expenses (16.00 home office allowance, mileage)	997.06	0.00	997.06
BACS31	HMRC	Clerk - PAYE Payments (Month 5) Employer NI	74.12	0.00	74.12
BACS32	D & R Brewer	Grounds Maintenance – Month 5	87.50	0.00	87.50
BACS33	PKF Littlejohn LLP	External Audit 2020-21 Accounts	300.00	60.00	360.00
BACS34	Whittington Castle Preservation Trust	Grant towards the new toilet block (to be agreed under agenda item 111)	4000.00	0.00	4000.00
BACS35	BT	Babbinswood Phonebox Adoption	1.00	0.00	1.00
Direct Debit	NEST	Pension (Employer & Employee Contribution)	35.63	0.00	35.63

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

Date Received	From Whom and Description	Amount
08.07.21	Shropshire Council – Environmental Maint. Grant	£245.00
31.07.21	NatWest – Interest	£0.27

c) **Reconciliation** - To approve bank reconciliation up to and including 31st July 2021.

d) **Internal controls** – Receive a report from Cllr Beaumont following the 1st Quarter Checks.

e) **Training / Conferences** – Approve the Clerk's attendance at the SLCC National Conference (13th and 14th October) as a Virtual Attendee (£100.00 + VAT)

f) **Room Hire** – To note the increase in room hire charges

g) **2020/21 Accounts Conclusion of Audit** – To note the External Auditors Report and note that the Notice of Conclusion of Audit has been published.

111.21 Whittington Castle Grant

To ratify the decision (minute 98.20 refers) and arrange payment to grant Whittington Castle £4000.00 to support with the development of the new toilet block. To note that the presentation of the grant will take place on Tuesday 7th September, as part of the Castle's event to formally open the new Kitchen.

112.21 Highways, Pavements and Footpaths

- a) Receive an update regarding the installation of a pavement between The Venue and Inglis Road (Cllr Charmley).
- b) Receive an update regarding the flooding of Burma Road (by the traffic calming, near the Venue) (Cllr Charmley).
- c) Receive an update on the reinstatement of the footpath through the development off Park Crescent (reinstated on the agenda at Cllr Manford's request)
- d) Receive an update on the implementation of Traffic Calming (a planning condition attached to the development off Park Crescent) (Cllr Charmley).
- e) Community Car Park – Receive an update on the removal of the section of fence restricting access to the Footpath (Cllr Charmley).
- f) Park Hall, Burma Road and Oswestry Showground Junctions - Visibility Splays – Discuss the findings from the recent survey conducted by Shropshire Council following the Parish Council's request.

113.21 Trees

- a) Receive an update on the planting of trees in the Parish (minute 99.21 refers) (Cllr Davis).
- b) Receive an update on the Planting of a Christmas Tree on the Green by the Car Park.
- c) Receive an update on the purchase of Christmas lights for the new Christmas tree.

114.21 Parish Projects

- a) **Defibrillators:**
 - i. Babbinswood – approve the signing of the Phonebox Adoption Contract and payment of the adoption fee of £1.00.
 - ii. Receive an update from the Clerk on Hindford Kiosk Restoration and options for carrying out the maintenance work required.
 - iii. Consider signage options for branding the Telephone Kiosks.
 - iv. Receive an update on the permission required for the Defibrillator on the Park Hall Depot.
 - v. Consider quotes from Highline for installation in agreed locations.
 - vi. Receive an update on the Defib order from Wel Medical.
- b) **Vehicle Activated Speed Sign in Park Hall** –receive an update from the Clerk.

115.21 Correspondence

To note correspondence received:

1. SALC / NALC – Bulletins, News in brief bulletins, Covid-19 updates
2. Police Charter
3. Shropshire Council - Road Closure: Ellesmere-Shropshire Triathlon. 5th September 2021. The Shropshire Triathlon is taking place in Ellesmere on 5th September 2021. Swan Hill to Coptiviney and Swan Hill to junction opposite Lion Lane, will be closed from 7.30am to 3pm.
4. North Shropshire Reinforcement: Update 8th August 2021
5. Mobile Police Station – Consider location (Castle Car Park)
6. Shropshire Council - Road Closure: Kenwick Springs, Ellesmere. 12th October 2021. Purpose: Road Closure - Access required to Underground BT structure to provide service - No structural changes. Work being carried out on existing BT Network. Customer out of service.
7. PCC – Safer West Mercia Plan

8. Star Housing – Skip Event at Penybryn

116.21 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.***

117.21 Date and Time of Next Meeting

To note the date and time of the next meeting