

WHITTINGTON PARISH COUNCIL

Minutes of the Meeting of Whittington Parish Council held on Tuesday 27th July 2021 at 7.30pm in the Senior Citizen's Hall, Station Road, Whittington.

Councillors Present: Frank Davies (Chair), Lucy Beaumont (Vice Chair), Jill Whitby, Greg Hickman, Ian Johnson, Keith Stanton, Sue Manford, Vanessa Bromley, Steve Charmley (joined the meeting at 19.43).

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

Parish Council MINUTES

91.21 Apologies for Absence

Apologies for absence received from Cllr Steve Pugh and Cllr Rupert Harvey.

Apologies also received from PCSOs Roberts and Hughes as they are unable to attend the meeting but have submitted a written report.

92.21 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.

None declared.

b) To consider any applications for dispensation.

None received.

93.21 Confirmation of the Minutes

To approve and authorise the signing of the Minutes of the Full Council Meeting held on 29.06.2021.

It was **RESOLVED** to approve the minutes of the Full Council Meeting held on 29.06.2021 and they were signed by the Chairman as a true record.

94.21 Public Participation

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

No new matters raised. An update on the matters reported at the last meeting was provided to the resident present. The overgrown shrubs outside the Bungalows has been reported to Star Housing and opposite Donnett Close, the exit from the footpath is now being obscured by verge and hedge growth, to the extent that people need to step into the road to check on traffic from Babbinswood before crossing safely. The Clerk reported that this has been passed to Shropshire Council.

95.21 Reports

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

No matters to report.

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

Road Safety / Highways (matters not included for discussion elsewhere on the agenda) Signage along Castle Street 1. The Oswestry directional sign sending people up Castle Street rather than Station Road – SC have confirmed that they will look to renew this	On-going
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<p>sign/posts as part of their works programme in the new financial year commencing last April. They will also relocate sign to resolve issue with vehicles turning into the dead-end bit of Castle Street.</p> <p>2. 30mph signage – additional repeater signs requested.</p> <p>Update from Shropshire Council’s Traffic Engineer (12.03.21) – work delayed due to Covid.</p> <p>Followed up 20.07.21 – response received “Sorry but we haven’t been able to progress these signing works to date which is mainly due to resources and the significant workloads the Traffic Team has had/is having to deal with, particularly since the start of Covid. However, we will work to progress these signing works as soon as we are able as part of our works programme for this financial year.</p> <p>Park Hall, Burma Road and Oswestry Showground Junctions</p> <p>Survey of the visibility splays off the A495 at the Burma Road and Garrison Avenue junctions at Park Hall will be completed. Update requested (July 2020). This will be included as an agenda item at the August meeting to discuss the outcome of the survey.</p> <p>Feasibility Study</p> <p>An expression of interest has been submitted to the Internal Infrastructure Group for funding to do a review of the needs and present options to the parish and then return to IIG for the build costs. The next meeting of the group is in August and the Parish Council will be informed of the outcome of the application.</p>	
<p>Streetlights</p> <p>Project A – Section 50 permits have now been submitted to Shropshire Council by Highline - still awaiting approval.</p>	To note
<p>Environmental Maintenance</p> <p>Numerous overgrown hedges and verges around the Parish reported to Shropshire Council and Star Housing. All those reported to the clerk have been passed to Shropshire Council to follow up.</p>	To note
<p>2020/21 Accounts</p> <p>The AGAR has been submitted to the Ext. Auditor and published on the Website and Noticeboards. The dates for the period of exercising public rights run from Monday 14th June – Friday 23rd July. The External Audit will now be completed and we await the External Auditors Report.</p>	To note
<p>Defibrillator Maintenance Policy</p> <p>A Policy has been drafted, along with a checklist to be completed each time a check is completed. The policy will be updated with details on the new defibrillators (including makes, models and locations) once agreed and presented to full council for adoption. Volunteers will need to be recruited to carry out the checks. The defib on the Senior Citizen’s Hall is currently being checked once a month, prior to the monthly council meeting.</p>	On going
<p>Play Area</p> <p>Working Group to have a Zoom meeting in August to discuss the project further (minute 86.3.21 refers)</p>	To note
<p>Queen’s Platinum Jubilee - Update on activities to be included on the August Agenda.</p>	To note
<p>Community Speedwatch</p> <p>Publicity to try to recruit new volunteers – 2 new volunteers now signed up. BBC Radio Shropshire Interview planned to take place in a few weeks with one of the volunteers. National Speed Campaign 19th July – 8th August.</p>	To note

- c) **Whittington play area at Fitzgwarine** – Consider the latest visual inspection report provided to the council by Cllr Frank Davis.
- Cllr Davis reported that he had carried out visual inspections on 14th and 24th July and the following points were to note:

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- Damage to the logs (long-standing issue)
- Continue to monitor the swivel part of the climbing frame and await the ROSPA Report in August to receive their assessment of the condition of the equipment.

RESOLVED to note.

d) **Police Report** – Consider.

The following written report was received and considered. No members of the police were present.

- 06/06/2021 – Anti-social nuisance / harassment - After investigation, case of mistaken identity
- 09/06/2021 – Stalking / harassment - Prank calls
- 13/06/2021 – burglary - Showground
- 15/06/2021 – Stalking / harassment - Stemmed from civil dispute
- 23/06/2021 – burglary – business - Caravan storage

Incidents that have been omitted for data protection or non-crime dealt with by police;

- Concern for safety – 10
- Suspicious incident – 2
- Unfamiliar car in car park, civil dispute over hire car
- Anti-social Nuisance –3
- Neighbour dispute, dog incident (non-injury), car parking

Neighbourhood Alerts

West Mercia Police have just launched our new messaging service,

‘Neighbourhood Alerts’, where we can share information with you and members of the public can contact us in a 2-way dialogue - register via this link www.neighbourhoodalert.co.uk.

RESOLVED to note.

Cllr Charmley joined the meeting at 19.43

e) **Shropshire Councillors Report** – To receive a report from Cllr Steve Charmley.

Councillor Charmley reported on the following matters when he joined the meeting at 19.43:

- The Community Car Park Boundary Fence – Shinglers have agreed to remove a section of the fence to.
- Maintenance of the Green area next to the Community Car Park – On-going with Shinglers – the matter has been raised with them but to date, no work has been carried out.
- All other matters are covered elsewhere on the agenda.

RESOLVED to note.

f) **Councillor Reports** – To consider reports from Councillors (training courses attended, meetings attended as council representatives).

I. **Community Speedwatch** – update from Cllr Manford

- The volunteers have carried out 10 sessions resulting in 81 letters being sent out to speeding offenders.
- The Babbinswood speedwatch location is now not viable due to a civil dispute.
- Publicity is taking place to recruit new volunteers and promote the scheme.

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RESOLVED to note and agreed that the Clerk will print more publicity flyers when required by the volunteers.

96.21

Planning

a) To note recent planning decisions published by Shropshire Council

- I. **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)
Decision: Grant Permission
- II. **Reference:** 21/02446/FUL (validated: 13/05/2021)
Address: 47 Artillery Road, Park Hall, Oswestry, Shropshire, SY11 4AL
Proposal: Erection of first floor extension and single storey rear extension. Widening of existing drive.
Decision: Grant Permission
- III. **Reference:** 20/04257/FUL (validated: 23/10/2020)
Address: Land Off Penybryn Avenue, Whittington, Shropshire
Proposal: Erection of 24No. affordable dwellings and associated parking and amenity space, formation of vehicular and pedestrian access
Decision: Grant Permission

RESOLVED to note.

As leading of the Steering Group for the development off Penybryn Avenue, Cllr Johnson, spoke about the next steps for the group. The next meeting will be on 2nd August and the group will look at how the plans will start now to progress forward, now that planning permission has been granted. The properties will be offered to people within Whittington first, then adjacent parishes and Oswestry, then further afield following this if there are still properties available. **RESOLVED** to note and Cllr Johnson was asked to keep the Parish Council informed as the development progresses.

Not relating to the above but to note – Councillors asked whether cones could be put at the Bottom of Daisy Lane (off Top Street) because cars are parking and making the lane so narrow to turn into that an emergency services vehicle would not be able to access the Lane. The Clerk to follow up with the local Policing Team.

b) To Consider Planning Applications:

- I. **Reference:** 21/03099/FUL
Address: - Proposed Dwelling Adj Cemetery, Daisy Lane, Whittington, Shropshire.
Proposal: - Construction of proposed domestic carport and store
It was **RESOLVED** to **MAKE A REPRESENTATION** with the following comments:
 - The Parish Council have no comments to make on this application.
- II. **Reference:** 21/03291/FUL
Address: 9 Fitzgwarine Drive, Whittington, SY11 4NZ
Proposal: - Erection of single storey rear extension following removal of existing conservatory
It was **RESOLVED** to **MAKE A REPRESENTATION** with the following comments:

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- o 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.

97.21

Finance and Accounts

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

CHEQUE / BACS NUMBER	PAYEE	DESCRIPTION	NET (£)	VAT	GROSS (£)
Direct Payment	Unity Trust	Service Charge (1 st quarter – 3 months) – taken direct from account on 30.06.21	18.00	0.00	18.00
BACS25	Clerk	Salary Month 4 (plus expenses (16.00 home office allowance, mileage and reimbursement for Internet Security on laptop 49.99)	1047.05	0.00	1047.05
BACS26	HMRC	Clerk - PAYE Payments (Month 4) Employer NI	74.12	0.00	74.12
BACS27	D & R Brewer	Grounds Maintenance – Month 4	87.50	0.00	87.50
BACS28	Morelock Signs Ltd	Mains Powered VAS – paid outside of meeting (21.07.21) – minute 86(2).21 refers and approves payment	2645.00	502.55	3015.30
Direct Debit	NEST	Pension (Employer & Employee Contribution)	35.63	0.00	35.63

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

Date Received	From Whom and Description	Amount
30.06.21	NatWest – Interest	£0.30

- c) **Reconciliation** - To approve bank reconciliation up to and including 30th June 2021 (1st Quarter). **RESOLVED** to approve.
- d) **1st Quarter** – Consider the 1st Quarter Budget Report. Councillors considered the report and no issues were raised. **RESOLVED** to approve.
- e) **Internal controls** – Review the Parish Council’s system of internal control and nominate a councillor to carry out the 1st Quarter check on the accounts. It was **RESOLVED** that Councillor Beaumont carry out the 1st Quarter checks and report back at the August meeting.

98.21

Highways, Pavements and Footpaths

- a) **Receive an update regarding the installation of a pavement between The Venue and Inglis Road.**

Cllr Charmley reported that there is a follow up meeting on Friday 30th July on Zoom that he will be attending. Plans are still ongoing and current discussions are relating to the procurement of supplied. **RESOLVED** that Cllr Charmley provide an update at the next meeting.

- b) **Receive an update regarding the flooding of Burma Road (by the traffic calming, near the Venue).**

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Cllr Charmley reported that some issues have arisen that they are currently trying to solve and there has been a delay in receiving a response from TNS. Funding for the work is still being discussed. **RESOLVED** that Cllr Charmley provide an update at the next meeting.

- 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)

Cllr Charmley reported that discussions need to take place with Chartland Homes to progress this matter and **RESOLVED** that an update will be provided at the next meeting.

- d) Receive an update on the implementation of Traffic Calming (a planning condition attached to the development off Park Crescent).**

Cllr Charmley reported that Chartland Homes are still waiting for the paperwork to be signed off. **RESOLVED** that Cllr Charmley provide an update at the next meeting.

- e) Community Car Park – Receive an update on the restricted access to the Footpath because of the Car Park fence.**

It was confirmed by Cllr Charmley that a section of fence will be removed by Shingler Homes. **RESOLVED** to note and monitor that this is carried out.

- f) Dog Fouling – Receive an update on the installation of signage.**

Cllr Davis reported that a number of signs have now been put up in the places agreed at the June Meeting. A couple have been put up in Park Hall, however, it was noted that most streetlights in Park Hall have a Shropshire Council Dog Fouling Sticker on them. One sign was requested at the end of Oaklands Drive and this was **AGREED**.

99.21

Trees

- a) Consider the options available for planting additional trees arounds the boundary on the land adjacent to the Play Area.**

Councillors agreed to accept the kind offer of support from the Borderland Rotary Club, in relation to the donation and planting of trees in the village.

The following locations and number of trees were proposed and agreed in principle:

- 2 Silver birch on the edge of the brook on the land the Parish Council own, adjacent to the Play Area.
- 6 silver birch (3 on each side) on the grass verge as you go out of the village towards Oswestry.
- A couple on the 2 pieces of land down Oaklands Drive.

It was **RESOLVED** to arrange a site visit with the Borderland Rotary Club and the Chairman to discuss these proposals and assess whether the areas are viable. Cllr Davis to provide an update at the next meeting.

- b) Receive an update on the Planting of a Christmas Tree on the Green by the Car Park.**

Cllr Charmley reported that Winston Farm Christmas Trees have very kindly agreed to donate a tree. The trees arrive in November so it was **AGREED** that this be brought back to the September/October meeting ready to action the following month.

- c) Discuss the purchase of Christmas lights for the new Christmas tree.**

The Clerk confirmed that there is a feed in the new streetlight next to the Car Park so accessing power will not be an issue. It was **RESOLVED** to order £400.00 worth of Christmas lights to match the lights on the Three Trees Green, taking up Highline's kind offer of donating £200.00 worth of lights to ensure a good display on both trees.

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100.21

Parish Projects

1. **Defibrillators** - Discuss locations for the siting of 3 new defibrillators, including the possible adoption of the Phone Kiosk in Babbinswood and the refurbishment of the Red Kiosk in Hindford. Consider quotes to purchase Defibrillators and Cabinets and Grant Applications.

The Following was AGREED:

- To adopt the Telephone Kiosk in Babbinswood and site one of the new defibrillators in there
 - To carry out some maintenance work on the Red Phonebox in Hindford and site one of the new defibrillators in there. It was noted that there is one piece of broken glass and it needs sanding down and repainting. It is no longer being used as a community library. The Clerk to ask Dave Gruer to provide a quote for doing the maintenance work required and report back at the August meeting. and repairing. Bring to August meeting.
 - The third new defib would go on the side of the wall of the Park Hall Depot, providing that Shropshire Council give their permission. Cllr Charmley will follow this up and report back.
 - The Clerk to research signage options for phone boxes and report back at the August meeting.
 - It was **RESOLVED** to approve Quote 1 and to purchase all three defibrillators and lockable cabinets from them. As the Charity offering to donate a defibrillator supplies a different make and model to the one the parish council already have, it was agreed not to apply and that funding for all 3 will be taken from the budget (precept), with additional funds being taken out of this year's Neighbourhood Fund allocation.
2. **Vehicle Activated Speed Sign in Park Hall** – Agree the location on North Drive (for Highways approval) and receive an update from the Clerk on the purchase.

The Clerk reported that the VAS had now been purchased and we are awaiting delivery. It was **AGREED** that the Parish Council seek permission from Shropshire Council for it to be located adjacent to the pole on which the last streetlight is located, just before the 30mph sign as you come into Park Hall. The Clerk to seek permission from Shropshire Council and to request that they install the post.

It was noted that visibility may need to be improved and some overhanging branches cut back. It was also noted that, although the whole of North Drive is a 30mph, the very few small repeater signs do not reinforce this so could a request be placed with Shropshire Council to consider improving this.

101.21

Correspondence

To note correspondence received:

1. SALC / NALC – Bulletins, News in brief bulletins, Covid-19 updates
2. Surface Dressing Works (224) - This will be done with a full road closure of Twmpath Lane (from junction with B5009 to the Railway Bridge). The work will take place on the 23rd July 2021 (9:30am-16:00pm).
3. North Shropshire Reinforcement: Update 11th July 2021
4. Community Reassurance Updates from Shropshire Council
5. Road Closure: Newnes, Ellesmere Closure. 16th August - 19th August 2021. Purpose: Road Closure to complete drainage works.
6. Shropshire Council – Climate Letter
7. Privy Council Office – Garden of Remembrance (Closure for Burials). Notice that it will be going before the Privy Council on 1st September.

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RESOLVED to note.

102.21

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.***

- The Church are advertising for someone to help maintain the flower beds in the Garden of Remembrance.
- Fitzgwarine Drive – burnt patch on the section of grass to the side of the play area. Monitor to check that it grows back.
- Clerk to follow up with Shropshire Council painting the double yellow lines on the access point to the Community Car Park.

103.21

Date and Time of Next Meeting

To note the date and time of the next meeting

Tuesday 24th August – 7.30pm

The Meeting was closed by the Chairman at 21.00