

WHITTINGTON PARISH COUNCIL

Minutes of the Meeting of Whittington Parish Council held on Tuesday 22nd February 2022 at 7.30pm in the Senior Citizen's Hall, Station Road, Whittington.

Councillors Present: Frank Davis (Chair), Lucy Beaumont (Vice Chair), Jill Whitby, Rupert Harvey, Ian Johnson, Keith Stanton and Vanessa Bromley.

Also in attendance: Mrs Amy Jones (Clerk). 1 Castle Representative – Castle Manager (19.30-19.53). PCSO Pete Roberts (19.34-19.53)

Parish Council MINUTES

188.22 Apologies for Absence

Apologies for absence received from Cllrs Greg Hickman, Steve Charmley, Steve Pugh and Sue Manford.

189.22 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.

The Chair offered another reminder to councillors about the importance of taking part in Code of Conduct Training. Noted.

190.22 Confirmation of the Minutes

To approve and authorise the signing of the Minutes of the Full Council Meeting held on 25.01.2022, including the 2022-23 budget (Appendix A).

It was **RESOLVED** to approve the Minutes of the Full Council Meeting held on 25.01.2022 and they were signed by the Chairman as a true record.

191.22 Public Participation

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

- The new Castle Manager introduced herself and thanked the Council for their recent grants. The new Toilet Block will be open to the public from next week. The events calendar will begin in May. Noted.

192.22 Reports

- a) **Chairman's Report** – Consider matters arising since the last meeting.
No matters raised not already covered on the agenda.
- 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 sign/posts as part of their works	On-going
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<p>programme. 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 –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>Footpath through the development off Park Crescent – The path will be installed when the development is completed (minute 108.e.21 refers – Monitor.</p> <p>Implementation of Traffic Calming (a planning condition attached to the development off Park Crescent) – Monitor as although installed, it looks incomplete. This has been raised as a query.</p> <p>Extension of the 30mph B5009 Gobowen to Whittington Awaiting details on the next stage from Shropshire Council.</p> <p>Extension of the speed limit on Oswestry Road (Oswestry to Whittington Road) as you enter the village – 40mph before going into the 30mph Shropshire Council’s Traffic Engineer is currently liaising with the Police regarding this and whether this would be supported.</p>	
<p>Streetlights Project A – In progress. Once completed, Highline will provide the Parish Council with an up to date inventory and survey report for all lights. VAS and light off on Station Road – SP Fault. Reported – no date for repair provided. Followed up with SP.</p>	On going
<p>Defibrillators Phonebox in Hindford still needs Painting (Spring) and signs installing (Cllr Davis)</p>	On going
<p>VAS in Park Hall Now installed.</p>	Complete
<p>Garden of Remembrance Closure notice has been passed to Shropshire Council and they have responded to say that they will be looking into this. No further update received.</p>	To note
<p>Energy Charges Elexon code now sent to Shropshire Council so that they can calculate the energy charges for the 5 VAS.</p>	To note
<p>Play Area Improvements Big Lottery Grant application submitted.</p>	To note
<p>Grounds Maintenance New contractor issued with the contract for signing and submitting a copy of their insurance and method statements/risk assessments for our records. The current contract will end on 31st March and the new contractors will start on 1st April.</p>	To note
<p>Trees</p>	To note

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<p>Application made to reserve a Sweet Cherry tree. Collect date to be arranged.</p> <p>Update from The Rotary – They are hoping to plant a wildlife hedge along the left hand boundary of the school's playing field to replace the mature hedge removed by the developers. This will create overtime an outdoor learning resource and wildlife corridor.</p> <p>They have also been approached by Whittington Castle they would like a hedge too.</p> <p>All being well Whittington on 3 sites will have a total of almost 300 tree whips planted by Borderland Rotary Club in the Queens Jubilee Year!</p>	
<p>Community Speed Watch Struggling for volunteers – posts been put on Facebook, article in the ripple to encourage new volunteers to come forward.</p>	To note

The Clerk’s report provided above was noted and the following matters also raised and noted:

- Damaged fence on the green adjacent to Birchwood Drive, Whittington. SC Property. Concerns from residents as it is very close to the railway, and the gap could lead onto the railway, making it a hazard for young children nearby and also dog walkers. Reported to Shropshire Council.
- Issue with a fence in a bad state of repair in Fitzalan Close, Star Housing Property. Complaint made by neighbouring resident on Berghill Lane but the matter has not been resolved. Email sent to Star Housing.
- Flooding / caused by blocked drains – Boot Street (o/s No 3 and No 15) and round onto Castle Street (outside the B&B) – reported to Shropshire Council.

c) **Whittington play area at Fitzgwarine** – Consider the latest visual inspection report provided to the council by Cllr Frank Davis.

Cllr Davis provided the following report:

Checks took place on 22.2.22 and the following issues were noted:

- Access Gate needs oil – Cllr Davis will action.
- Spring Squirrel is at the end of economic life and needs replacing. This will be looked at as part of the refurb projects.
- The log has been removed.
- The play area is wet and muddy due to recent weather conditions.

RESOLVED to note.

d) **Police Report** – Consider.

The following report was provided by the PCSO:

20/01/2021 – Malicious Communications (Over phone)

24/01/2022 – Theft

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

ASB – 1

Phone call

Domestic Incident – 1

Missing Person - 0

Suspicious Incident – 1

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Dangerous driving

Concern for Safety – 1

Highway disruption (including Road Traffic Collisions) – 2

- The issue at the Bowling Club has now been resolved.
- The issue of criminal damage to farmland being reported but no action being taken by the Police was raised.
- The Shinglers Building Site is becoming a 'hang out' for young people 4pm/6pm. Could have the potential to lead to theft and ASB.

It was **RESOLVED** to note the report and PCSO Roberts was thanked for his time.

- e) **Shropshire Councillors Report** – To receive a report from Cllr Steve Charmley. Cllr Charmley was not present to provide a report.
- f) **Councillor Reports** – To consider reports from Councillors (training courses attended, meetings attended as council representatives).
No reports.

193.22

Planning

- a) To note recent planning decisions published by Shropshire Council
- Reference:** 21/05506/TPO (validated: 28/11/2021)
Address: 8 Acorn Close, Whittington, SY11 4PU
Proposal: Reduce tree height and crown radius by 3-4m and reshape for symmetry of 1no Oak protected by the Shropshire Council (Land on Oaklands Drive/Acorn Close Whittington) TPO 2014 (Ref: SC/00177/14)
Decision: Grant Permission
 - Reference:** 21/05735/TPO (validated: 08/12/2021)
Address: 2 Park Issa Gardens, Whittington, SY11 4PW
Proposal: Fell 1No. Ash tree due to Ash dieback and risk of harm protected by The Council of the Borough of Oswestry (Cambrian Avenue, Whittington) TPO 1981
Decision: Grant Permission
 - Reference:** 21/04576/FUL (validated: 22/09/2021)
Address: Land West Of, Park House Farm, North Drive, Park Hall, Oswestry, SY11 4AX
Proposal: Erection of 6no dwellings with detached garages and associated works
Decision: Refuse

RESOLVED to note.

- b) Consider the following Planning Applications:

- Reference:** 22/00256/FUL (validated: 27/01/2022)
Address: 3 Fitzgwarine Drive, Whittington, Oswestry, Shropshire, SY11 4NZ
Proposal: Erection of single storey side and rear extension

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

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

- Reference:** 22/00267/FUL (validated: 04/02/2022)
Address: Babbinswood Farm, Berghill Lane, Whittington, SY11 4PF
Proposal: Application under Section 73A of the Town and Country Planning Act 1990 for erection of 2No polytunnels.

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

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.

III. **Planning reference:** 22/00529/VAR

Development proposed: Variation of condition no.2 (approved drawings) pursuant of 21/02419/FUL to allow for a raise in link roof ridge height and main roof to ensure all flashing details work correctly.

Location: North Lodge, Twmpath Lane, Gobowen, SY10 7AH.

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

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

194.22

Finance and Accounts

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

CHEQUE / BACS NUMBER	PAYEE	DESCRIPTION	NET (£)	VAT	GROSS (£)
BACS69	Clerk	Salary Month 11 (plus expenses (mileage, 16.00 home office allowance)	997.06	0.00	997.06
BACS70	HMRC	PAYE Payments (Month 11) Employer NI	74.12	0.00	74.12
BACS71	D & R Brewer	Grounds Maintenance – Month 11	87.50	0.00	87.50
BACS72	ICO	Data Protection – Annual Fee Renewal	40.00	0.00	40.00
BACS73	Highline Electrical	Park Hall VAS installation including connection to power supply from s/light	262.81	52.56	315.37
		S/Light Repairs/Maint. Jan 2022	120.00	24.00	144.00
BACS74	Shropshire Council	S/Light Energy – 4 th Quarter	586.61	117.32	703.93
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
31.01.22	NatWest – Interest	£0.28

- c) **Reconciliation** - To approve the bank reconciliations up to and including 31st January 2022. **RESOLVED** to approve.

- d) **Internal Transfer of Funds** – Consider making a transfer to Unity Trust.

It was **AGREED** to make a transfer of £25,000 from the Natwest Current Account to the Unity Trust Current Account. The Clerk reported that Unity Trust are not currently taking applications to open a new savings account but when applications are opened, this will be brought to a future meeting to discuss.

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- e) **Internal Controls** – Receive a report from Cllr Beaumont following the 3rd Quarter checks on the Accounts.
Cllr Beaumont reported that there were no issues with the accounts to report. **RESOLVED** to note.

195.22 Grant Applications and Donations

Re-consider the grant application from Whittington Music Festival.

The Grant Application was considered and it was noted that the Festival is to be held in Whittington and not outside the Parish, as incorrectly stated at the January meeting. It was **RESOLVED** to approve a grant of £150.00 and this will be paid via BACS75.

196.22 Internet Access for Meetings

Discuss and consider charges. Consider the proposed reduction in rent to off-set the cost.

It was **NOTED** that a rent reduction of £42 p/annum has been offered if the council proceed with covering the cost of broadband in the Hall.

The Clerk reported that there seems to be an issue getting High Speed Broadband to the building. This seems to be due to the address not being registered correctly but this is hard for the PC to investigate as we are not the owners/trustees of the building. There are various packages available for high-speed broadband.

It was **RESOLVED** to request that the Senior Citizen's Trustees now take this forward and take out a contract for High Speed Broadband (24 month contract if required) and the Parish Council will cover the cost (via a grant) up to the value of £40 per month/£480 per year.

197.22 Highways, Pavements and Footpaths

- a) **Receive an update regarding the installation of a pavement between The Venue and Inglis Road.**
Cllr Charmley not present to provide an update – deferred to the March meeting.
- b) **Receive an update regarding Burma Road flooding (by the traffic calming, near the Venue).**
Cllr Charmley not present to provide an update – deferred to the March meeting.
- c) **Penybryn Pedestrian Crossing – Receive an update following the site meeting on 08.12.21.**
The Clerk reported that, despite numerous emails to the Officer, no update has been provided. Still waiting on details regarding clarification on the land ownership. Cllr Charmley was asked to follow this up. **RESOLVED** to note.
- d) **Extension of the 30mph speed limit on B5009 Whittington – Gobowen Road – Receive update.**
Plans are currently being drawn up by WPS and the consultation drawings should be complete by the end of February. It was **RESOLVED** to note the update and receive further information at the March meeting.

198.22 Community Governance Reviews

Discuss and consider the correspondence from Shropshire Council (February 2022 update).

Councillors considered the information and the details the Clerk shared, following conversations with neighbouring Clerks.

The following was **AGREED**:

- To respond using the format provided in the letter:
 - Discussed or agreed with other Councils? – Yes - Oswestry Town Council, Selattyn and Gobowen Parish Council, West Felton Parish Council.

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- Proposal put forward/reason and any areas of difficulty – Whittington Parish Council are not proposing any change.
- Informal consultations with residents/others? – This will be included on the Annual Parish Meeting agenda in May, if any proposals for change are put forward by Shropshire Council.

199.22 Defibrillators

a) Consider arranging Defibrillator Training in the Parish.

It was **AGREED** to arrange a training session, to be held in the Senior Citizen's Hall and the Parish Council will cover the cost of the room hire. It was **RESOLVED** that the Clerk contact the First Responder to arrange a suitable date (a Saturday morning) and book the hall.

b) Receive an update on the monthly maintenance checks.

No issues reported. All checks complete. **RESOLVED** to note.

200.22 Play Areas

a) Receive an update from the Clerk on funding for improvements at Fitzgwarine Play Area.

The Clerk reported that the application for 50% funding (£9980.00) for the new Climbing Frame/Slide had been successful. The Clerk was thanked for her hard work putting together the application. As the grant application was based on the Council's preferred unit (after quotes and designs from 3 companies were considered (Minute 176.22 refers), a site meeting has been arranged on Monday 7th March, to which councillors are invited to attend. This will enable the contractor to plan the space in more detail and provide a detailed quote for consideration at the March meeting. **RESOLVED** to note. It was **AGREED** that information be placed on the Facebook Page and in the Ripple, providing an update on the progress the council have made with the project.

b) Discuss initial plans for a new play area in the Parish (funded through Neighbourhood Fund).

Councillors considered possible options and it was **AGREED**, in principle, that Park Hall would benefit greatly from having a play area, due to the number of young families living there. The Plot of land between Wingate Way and Drenwydd was identified as a possible suitable plot. It was **RESOLVED** that this be included as an item on the Annual Parish Meeting Agenda to consult with the community and in the meantime, the Clerk liaise with Shropshire Council regarding the possibility of leasing any land in Park Hall.

201.22 The Queen's Platinum Jubilee

To receive an update on the plans being put together by Whittington Together and the Castle.

Cllr Johnson provided an update. Whittington Together are working with the Castle and they are planning an afternoon tea on the front lawn, music playing followed by singing. The Castle are going to apply for the Jubilee Grant to help fund a mosaic, which will be created by school children to commemorate the Jubilee within the Castle Grounds. **RESOLVED** to note.

202.22 Pen-y-Bryn Affordable Housing Development

a) Consider the request from the builders to remove the existing streetlight column (o/s garages Nr 22 Light No 191) which sits within the new highway that is to be constructed for the new development at Penybryn Avenue. It will need to be removed as it will affect the driveways for plots 23 and 24.

It was **RESOLVED** to approve the request to remove the column. However, this permission will only be granted if the builders agree to reinstate a new column (covering the cost of column purchase, installation and supply connection charges). The new column must be reinstated when

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the road infrastructure is being put in, in a location agreed with the Parish Council and before the clocks change for Winter as this is a dark spot.

b) Receive an update from Councillor Johnson on progress.

A meeting has taken place with Harpers the Builders regarding communication with residents. It was a linked Zoom with Weston Rhyn, as they are having a similar development. There will be leaflet drops and they have looked into putting up a temporary noticeboard. The bus shelter was suggested as a suitable location (the side of the structure) and it was **AGREED** that a temporary board could be erected on the side of the Parish Council's Bus Shelter. The builders will be moving on site in March. **RESOLVED** to note.

203.22

Correspondence

To note correspondence received:

1. SALC / NALC – Bulletins, News in brief bulletins, Covid-19 updates
2. Awel y Môr Newsletter – February
3. West Mercia Police - Economic Crime Unit - February newsletter
4. Invitation to key stakeholders to the Future Oswestry Masterplan Consultation events

RESOLVED to note.

204.22

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.***

- Message from Cllr Charmley – a request has been made for two streetlights at the Drewnewydd Junction with the A495. To be included on the March agenda.
- Invitations for Cllrs to the Cricket Club launch event (Date TBC). To note.
- The post box on Station Road has been re-instated.

205.22

Date and Time of Next Meeting

To note the date and time of the next meeting.

Tuesday 22nd March – 7.30pm. There will be a meeting of the Finance and Executive Committee prior to Full Council.

Meeting was closed by the Chairman at 21.29