

WHITTINGTON PARISH COUNCIL

Minutes of the Meeting of Whittington Parish Council held on Tuesday 22nd March 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, Vanessa Bromley, Greg Hickman, Steve Charmley, Steve Pugh and Sue Manford.

Also in attendance: Mrs Amy Jones (Clerk). 4 members of the public (left the meeting after item 209). PCSO Hughes (left the meeting after item 211d).

Parish Council MINUTES

206.22 Apologies for Absence

Apologies for absence received from Cllr Bromley.

207.22 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.

208.22 Confirmation of the Minutes

To approve and authorise the signing of the Minutes of the Full Council Meeting held on 22.02.22.

It was **RESOLVED** to approve the minutes of the Full Council Meeting held on 22.02.22 and they were signed by the Chairman as a true record.

209.22 Public Participation

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

Members of the public spoke on the following matters:

- **Babbinswood Festival** – Festival Directors spoke about the festival which started in 2016 in North Wales. It provides a platform for upcoming artists and money has been raised for Charity through the events. The organisers lost their site in Wales so Babbinswood Farm was approached and agreed as the new location. A TENS licence has been agreed (499 people) and currently in the process of applying for a premises licence. The festival will be held on land by the Woodland (As you approach farm on left, track that runs down to the Woodland). Parking will be opposite the farm, staff will be out on the road, cars will come straight off the road into a funnel system to avoid any back up on the road. Security 24/7. Fully qualified medics on site all weekend and a welfare unit. Licensed Bar. The TENS licence has approved a 3am finish on Friday and Saturday, midnight on Sunday but this may be reduced by the premises licence. All local residents will be notified. The fields are being rented so issues with the festival are to be directed to the festival organisers. Discounted day tickets will be available for people living in the local vicinity. Looking at running a one-way system on the site so people leave a different way to where they enter.

RESOLVED to note the information.

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- **Community Speedwatch** – Representatives from CSW explained how they are still struggling to recruit new volunteers and people generally understanding what CSW do. They shared data with councillors which demonstrates some of the high speeds that are recorded when they are out monitoring. Reports of hedge and bush overgrowth obscuring several speed signs. Agreed that an article go on Facebook and in the Ripple, sharing the figures, recording the high speeds, particularly at school drop off and pick up times. This is also being raised with the school. Cllr Charmley to follow up with Shropshire Council about cutting back the bushes overgrowing the signs.
- **Pavements through the village** – rough, uneven and full of potholes, making it difficult for wheelchair users. To be reported to Shropshire Council via Fix y Street.

210.22

Whittington Cricket Club

Receive a short follow up presentation from representatives, followed by a Q & A Session.

The presentation was cancelled as representatives were unable to attend. It was **AGREED** to invite representatives to attend the April meeting.

211.22

Reports

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

The Chairman reported on the following matters that had arisen since the last meeting:

- Park Issa – the field the other side of the old railway. The landowner is considering planting a small wood. Will be looking to invite local people to plant trees. More ideas to be shared in due course. Will not be interfering with any footpaths. **NOTED.**
- A bush in Castle Fields, adjacent to the footpath, reported as obscuring light from the Streetlight – **AGREED** that this is not causing an issue and no action is to be taken. Noted.
- S/Light damage (Light No 62) on Inglis Road – RTA. Clerk following up with the police. Emergency repair completed by Highline. **NOTED.**

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

<p>Road Safety / Highways (matters not included for discussion elsewhere on the agenda)</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. They will also relocate sign to resolve issue with vehicles turning into the dead-end bit of Castle Street. 2. 30mph signage – additional repeater signs requested. <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>UPDATE 15.03.22 – The Traffic Engineer is liaising with WSP as to the redesign / relocation of the ADS sign in Castle Street, I believe that it has been designed now. It will go on to be ordered as part of next years small works budget, subject to SC getting the same amount of budget.</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>On-going</p>
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<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 Station 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. Reason for rejecting the extension of a 30mph was - a lack of Accidents, Speed Data not supportive and the road itself not ideal for self-enforcing the proposed speed limit. Unfortunately the Police felt an extension of the speed limit with a 40mph would not be able to be self-enforced and therefore, its unlikely that it would be something they would take forward.</p>	
<p>Streetlights Project A – completed, Highline will provide the Parish Council with an up to date inventory and survey report for all lights.</p> <p>VAS and light off on Station Road – SP Fault. Now repaired (01.03.22). Clerk putting together a draft S/Light Maint. Contract for consideration at the April meeting.</p> <p>The request to remove column 191 – The developers have been given the terms of removal and are contacting a local contractor (update requested 14.03.22).</p>	On going
<p>Defibrillators Phonebox in Hindford still needs Painting (Spring) and signs installing (Cllr Davis)</p>	On going
<p>Grounds Maintenance New contractor has submitted a signed contract and 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>Community Governance Reviews Proposal for no change submitted and submission acknowledged.</p>	To note.
<p>Defibrillator Training – Arranged for Saturday 9th April 10-12. Max number – 20</p>	To note.
<p>Land for Play Area – Park Hall Request made to Shropshire Council. No response received. Chasing up.</p>	On-going.
<p>Admin/Training - Attended a Clerk’s Network Zoom Meeting with MP Helen Morgan.</p>	To note.
<p>Employer Pension Duties – next re-enrolment window opens 1st April 2022. Next re-declaration deadline – 1st December 2022. Clerk to be re-enrolled.</p>	To note.
<p>Insurance – new Festoon Christmas Lights have been added to the insurance policy.</p>	To note.

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

Councillor Davis carried out a visual inspection of the play area on 22.03.22 and reported no issues. **NOTED.**

- d) **Police Report** – Consider.
Whittington Police Report February 2022

The following report was **NOTED:**

13/02/2021 – Sexual Offence

15/02/2022 – Theft

23/02/2022 - Assault

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

ASB – 2

Domestic Incident – 7

Missing Person - 0

Suspicious Incident – 0

Concern for Safety – 3

Highway disruption (including Road Traffic Collisions) – 7

The S/Light 62 RTA was raised with the PCSO and will be followed up.

- e) **Shropshire Councillors Report** – To receive a report from Cllr Steve Charmley.
Councillor Charmley noted that all matters are covered elsewhere on the agenda.

A request was made to Cllr Charmley to follow up the request for a new, additional salt bin at Pen-y-bryn.

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

Cllr Hickman provided a report on the Finance and Executive Committee Meeting, which took place prior to Full Council. The following matters were discussed by the Committee:

- The new Grounds Maintenance Contact - all H&S documents including copies of risk assessments and insurance have been received and the committee have approved an early cut due to current weather conditions promoting growth.
- The Draft Year End Budget Report. No issues raised. The Committee discussed Year End Cash at Bank figures and will bring a recommendation to the April meeting regarding Banking Arrangements.
- Staff appraisal completed and NJC 2021-22 pay scales noted – clerk to receive incremental increase from 1st April 2022 and backdated pay to April 2021 as per the NJC scales.
- The impact of a 0% increase on the Band D Council Tax was discussed by the Committee.

RESOLVED to note.

Cllr Hickman provided a resume of the most recent Oswestry Area Committee Meeting – discussions revolved around recent flooding events.

Cllr Whitby provided a report on a recent School Governors Meeting. The school are looking to build three new classrooms.

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Cllr Harvey attended the recent Helicopter Liaison Committee meeting – no updates to report.

Cllr Johnson attended Code of Conduct Training.

NOTED.

212.22

Planning

a) To note recent planning decisions published by Shropshire Council

I. **Reference:** 21/05525/FUL (validated: 24/11/2021)

Address: Maestermyn Marina Ltd, Maestermyn Marina, Welsh Frankton, Oswestry, Shropshire, SY11 4NU

Proposal: Erection of a commercial building (canal boat workshop)

Decision: Grant Permission

The Clerk reported that this is currently being followed up with planning because the Parish Council's comment is missing off the portal and the Development Management report states no public comments submitted, which is incorrect.

II. **Reference:** 21/06019/FUL (validated: 04/01/2022)

Address: Henlle Farm, Hindford, Whittington, Oswestry, Shropshire, SY11 4NL

Proposal: Erection of slurry store and all associated works

Decision: Refuse

III. **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

Decision: Grant Permission

RESOLVED to note.

b) Consider the following Planning Applications:

I. **Reference – none received at issue of agenda.**

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

II. **Planning reference:** 22/01328/TCA

Proposed tree works: To remove 1no. Fir tree within the Whittington Conservation Area

Location: 5 Malthouse Close, Whittington, Oswestry, Shropshire, SY11 4NA.

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

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

213.22

Finance and Accounts

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

CHEQUE / BACS NUMBER	PAYEE	DESCRIPTION	NET (£)	VAT	GROSS (£)
BACS76	Clerk	Salary Month 12 included backdated pay increase to April 2021 (plus expenses (mileage, 16.00 home office allowance)	1150.41	0.00	1150.41
BACS77	HMRC	PAYE Payments (Month 12) Employer NI	170.46	0.00	170.46
BACS78	D & R Brewer	Grounds Maintenance – Month 12 (final contract payment)	87.50	0.00	87.50
BACS79	Highline Electrical	February S/Light Repairs	126.00	25.20	151.20

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BACS80	Highline Electrical	Project A – 15 new columns, service transfers, 2 pole brackets, 16 LEDS, SC permits (as per quote - minute 83.20 refers)	20867.00	4173.40	25040.40
BACS81	Shropshire Council	Play Area - ROSPA Inspection	80.00	16.00	96.00
BACS82	Highline Electrical	Emergency Repair to Light 62 Inglis Road following RTA	775.00	155.00	930.00
BACS83	Wrexham First Responders	Donation for Defib Training (to be agreed under 213d)	200.00	0.00	200.00
BACS84	Senior Citizen's Hall	Room Hire	340.00	0.00	340.00b
Direct Payment	Unity Trust	Bank Charges 5/12-4/3. Payment to be taken on 31.03.22	18.00	0.00	18.00
Direct Debit	NEST	Pension (Employer & Employee Contribution)	50.37	0.00	50.37

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

Date Received	From Whom and Description	Amount
28.02.22	NatWest – Interest	£0.28
25.02.22	Lottery Grant	£9980.00

c) **Reconciliation** - To approve the bank reconciliations up to and including 28th February 2022. **RESOLVED** to approve.

d) **Donation** – Consider giving a donation to the Wrexham First Responders towards the Defibrillator Training.
It was **RESOLVED** to make a donation of £200.00 and this was paid by BACS83.

e) **Asset Register** – To note that Project A (S/light improvements) have been added to the Asset Register.
RESOLVED to note.

f) **Zoom** – Consider renewing the pro-account (renewal due 22nd April).
RESOLVED not to renew at present.

214.22

Internet Access for Meetings

Receive an update on the installation of broadband at the Senior Citizen's Hall.

Cllr Johnson reported that having spoken to BT, they have stated that they cannot deliver high speed internet into the building as there has not been a line into the building before. This is not to say that, once installed, it won't be possible, but when taking out the contract initially, it would have to be an adsl connection. Plusnet have said the same as BT but their monthly charges are less - £18 + VAT for an adsl line but if it is suitable for high speed broadband it would be upgraded to £22 per month (based on a 24 month contract). An EE hub was brought along to the meeting but that was not getting any connection.

Following discussion, it was **RESOLVED** to inform the Senior Citizen's Hall that the Parish Council are happy to cover the cost of Plusnet broadband, which will initially be an adsl line, but with a view to hopefully upgrading to superfast. Hall Trustees are responsible for taking out the contract and the Parish Council will then issue a grant.

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215.22

Festival in Babbinswood

Discuss information regarding the 'U Know Festival 2022', due to be held at Babbinswood Farm 29th July – 1st August.

The 'U Know Festival 2022' is due to be held at Babbinswood Farm 29th July – 1st August. Tickets are available to purchase online.

It was noted that the local Police Sargeant had provided the following information:

"They are limiting the numbers to 399 and will operate a bus system to bring customer from the planned parking areas into the event.

We have researched the events and spoken to North Wales Police who report no concerns with previous events held on their area.

There have been no reports of crime and disorder associated with the event so we are unable object to the Temporary Events Notice.

It will be for Shropshire Council to decide on whether the noise will be excessive and whether it will affect the community."

It was **RESOLVED** to raise concerns with the Licensing Department about the 3am finish on the Friday and Saturday due to the impact this will have on residents. Request that the organisers keep the Parish Council informed as plans for the festival develop.

216.22

Highways, Pavements and Footpaths

- a) Receive an update regarding the installation of a pavement between The Venue and Inglis Road. No update provided by SC. Defer to April meeting.
- b) Receive an update regarding Burma Road flooding (by the traffic calming, near the Venue). No update provided by SC. Defer to the April meeting. Concerns were raised about the visual impact the tree works have had on the woodland. Noted.
- c) Penybryn Pedestrian Crossing – Receive an update following the site meeting on 08.12.21. No update provided by SC. Defer to the April meeting.
- d) Extension of the 30mph speed limit on B5009 Whittington – Gobowen Road – Receive update. The Traffic Engineer provided the following update: "Soon to start work on the Package 5 set of works (which this site is now part of). Estimate they will prepare the drawings around April time. The Parish Council requested sight of the drawings before the go out for consultation.
- e) Consider request for additional lighting at the Drenewydd Junction. The request for additional lighting at the Drenewydd junction was discussed and it was **RESOLVED** to refer this to Shropshire Council, so that they can examine it from a Highways Safety perspective. If they will not provide Highway Lighting at the junction, it was **AGREED** that the Parish Council would look at options for improving the footway lighting.
- f) Discuss the issue raised by a resident about footpaths crossing land at Park Issa (requests for stiles to be replaced with kissing gates). It was **AGREED** that this is a matter to be dealt with by Shropshire Council and once drawings have been received, they will be passed to the relevant department.

217.22

Play Area

Consider quotes, designs and proposals for improvements to Fitzgwarine Play Area.

Councillors considered the designs and quotes which have been split into 2 projects, following a site meeting that took place on 7th March:

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Project 1 – Replacement of the old rope climber with a new up down climber with 1.5m high slide (4-11 year) and safer surfacing. Also the addition of a seesaw at the front of the play area (2-6 years) with grassmat surfacing. Including post inspection ROPSA, removal of old equipment, onsite welfare unit and fencing.

Project 2 – Maintenance and improvement works to enhance the space, while the contractors are on site. This includes:

- The possible inclusion of a Tango Swing with wet pour surfacing.
- Removal of the old spring rider and re-siting the existing one next to the seesaw to make room for the Tango Swing. New grassmats.
- New surfacing under the overhead glider – wetpour.
- New handle on the glider.
- New fixtures and fittings for the single point swing.

It was noted that feedback from the community on these proposals has been excellent.

It was **RESOLVED** to approve the quotes for Project 1 and 2 and funding will be allocated as follows:

£9980 – National Lottery Community Grant

£8000 – to be taken from Earmarked Reserves for Play Area Improvements & Maintenance.

Remaining funds required to be taken out of the 2021 NF allocation held in Earmarked Reserves.

218.22 The Queen's Platinum Jubilee

- a) Tree Planting – receive an update.
The Clerk reported that the Sweet Cherry and commemorative plaque are now with Cllr Davis. It was **AGREED** that Cllr Davis will arrange the planting of the tree and then a photograph with all councillors be arranged, prior to the May meeting, to mark and commemorate the occasion.
- b) To receive an update on the plans being put together by Whittington Together and the Castle over the Jubilee weekend.
Cllr Johnson shared details on the plans currently coming together for the Jubilee weekend at the Castle. **NOTED.**

219.22 Pen-y-Bryn Affordable Housing Development

- a) Receive an update on the removal of Light 191 o/s garages Nr 22 Light.
It was **NOTED** that the Light has not yet been removed.
- b) Receive an update from Councillor Johnson on progress.
Cllr Johnson reported that the builders are having issues with the foundation designs so building work will now not start until May. An issue regarding an informal access path that joins up to a bridleway has been raised by a resident, as this has now been blocked off to secure the site but it will be reinstated when the project is complete. **NOTED.**

220.22 Correspondence

To note correspondence received:

1. SALC / NALC – Bulletins, News in brief bulletins, Covid-19 updates
2. Oswestry Workshop on Shropshire Local Cycling and Walking Infrastructure Plan – Invite to attend on 1st March.
3. Road Closure: Inglis Road and Drenewydd, Park Hall. 25th April 2022. Purpose: Carriageway repairs

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4. Road Closure: Welsh Frankton Junction with A495 To Former North. Start Date: 14th March - End Date: 17th March 2022. Purpose: Potential Road closure - * Hydrant Renew *
CARRIAGEWAY TYPE 4 (UP TO 0.5 MSA). Works Promoter: Severn Trent Water

RESOLVED to note.

221.22

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.***

- Ripple report will publicise the Annual Parish Meeting.
- Primoris development – reinstatement of fence – Cllr Charmley to follow up directly with Primoris.
- It was noted that tarmacking of the Primoris Development is of a poor standard.

222.22

Date and Time of Next Meeting

To note the date and time of the next meeting.

Tuesday 26th April.

Annual Parish Meeting – 6.30pm – topics – plans for the play area improvements and suggestions for the new play area.

Meeting was closed by the Chairman at 21.19