

WHITTINGTON PARISH COUNCIL

Minutes of the Meeting of Whittington Parish Council held on Tuesday 26th April 2022 at 7.30pm in the Senior Citizen's Hall, Station Road, Whittington.

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

Also in attendance: Mrs Amy Jones (Clerk). Representative from Shropshire Cricket Board (Whittington Cricket Club) (left the meeting at 19.55).

Parish Council MINUTES

223.22 Apologies for Absence

Apologies for absence received from Cllrs Greg Hickman, Steve Charmley, Steve Pugh and Rupert Harvey. **NOTED.**

224.22 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.

Cllr Charmley – 229b – declared an interest in agenda item 229b and did not take part in discussions on this planning application, when the response was submitted by the clerk under delegated powers.

b) To consider any applications for dispensation.
None received.

225.22 Confirmation of the Minutes

To approve and authorise the signing of the Minutes of the Full Council Meeting held on 22.03.22.

It was **RESOLVED** to approve the Minutes of the Full Council Meeting held on 22.03.22 and a copy to be signed by the Chair when the minute file is returned from the Internal Auditor.

226.22 Public Participation

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

None present.

227.22 Whittington Cricket Club

Q & A Session with Representatives.

Q: Concerns were raised from about sustainability from a financial perspective.. Who is funding it and how it will be sustained. English Cricket Board? Shropshire Cricket Board?

A: Ground has been fallowed since 2014. Grazed by sheep and the Rugby Club have used it. Shropshire Cricket Board have financially supported the renovation of the pitch. No money to date from ECB. A Bid has just gone in for the artificial strip to ECB £10k. Development of the bar is being investigated as a means of funding as well as membership and having courses running through winter months. There is a plan for making it sustainable once it is up and running so that further grants will not be required. The building is owned by Whittington Cricket Club.

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Q: Can the hall / facilities be hired for functions / parties?

A: Yes and things will grow as things develop.

Q: The benefits to Whittington

A: Lots of knock-on effects. Long term aspirations. Bringing people and revenue to the village.

Q: What will the £4k grant be used on?

A: Disabled facilities – ramps and toilets. This is a priority.

Q: Would the bowling club contribute to the cost of this?

A: A specific response was not provided to this.

The information was **NOTED** and the representative was thanked for their time.

228.22

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).
The following report was **NOTED**:

<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. 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. Update requested 15.03.22.</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. It will be ordered as part of 2022/23 small works 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>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>On-going</p>
<p>Streetlights</p> <p>Updated Inventory – completed just awaiting a copy.</p>	<p>On going</p>

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<p>Clerk putting together a draft S/Light Maint. Awaiting an up to date inventory as this is required as part of the contract. To be brought to a future meeting for consideration.</p> <p>The request to remove column 191 (Pen-y-Bryn) – The developers have been given the terms of removal and are contacting a local contractor (update requested 14.03.22 – no update received).</p>	
<p>Defibrillators Phonebox in Hindford still needs Painting (Spring) and signs installing (Cllr Davis)</p>	On going
<p>Grounds Maintenance New contractor started on 1st April and as agreed, an early cut of all areas was completed.</p>	To note
<p>Community Governance Reviews Proposal for no change submitted and submission acknowledged. No updates or further communication received.</p>	To note.
<p>Defibrillator Training – Took place on Saturday 9th April 10-12. Approx 10 people attended. Session was well received.</p>	To note.
<p>Employer Pension Duties – next re-enrolment window opens 1st April 2022. Next re-declaration deadline – 1st December 2022. Clerk has been re-enrolled and re-declaration of compliance completed.</p>	To note.
<p>Insurance – 3 Year Agreement with current Insurers ends 31st May 2022. Quotes being obtained to be considered at the May meeting.</p>	To note.
<p>Festival in Babbinswood – Premises Licence application not yet listed on the Shropshire Council website.</p>	To note.
<p>Jubilee Tree – This has now been planted and a photo has been arranged for before the May meeting. This will then be registered on the Queen’s Green Canopy Website.</p>	To note.
<p>Zoom – The Pro Account has now been cancelled but the council still has access to the basic account.</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 gave the following report:

Inspection on 26/4/22 – Spring Squirrel is deteriorating. Being replaced as part of the refurbishment project (July). Some more deterioration to the spinning part of the rope climber. Monitor and remove from service if required.

Gate to Castle Fields (kissing gate – footpath – responsibility of Shropshire Council – it is in a poor state of repair. Post is rotten and latch missing. Clerk to report to Shropshire Council.

Condition of the fence running from the gate to the sub station is in a poor state. Pass onto the farmer to report that the field is not secure for stock.

- d) **Police Report** – Consider.
Whittington Police Report March 2022
06/03/2022 – Theft of Vehicle
09/03/2022 – Assault
26/03/2022 – Public Order
28/03/2022 - Assault

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

ASB – 1

Domestic Incident – 1

Missing Person – 0

Suspicious Incident – 2

Concern for Safety – 2

Highway disruption (including Road Traffic Collisions) – 5

RESOLVED to note.

- e) **Shropshire Councillors Report** – To receive a report from Cllr Steve Charmley.
Cllr Charmley was not present at the meeting to provide a report.
- f) **Councillor Reports** – To consider reports from Councillors (training courses attended, meetings attended as council representatives).
Cllr Bromley attended the Defib Training – very well received, around 12 people attended.
Cllr Beaumont attended a Whittington in Need Meeting – 4/4/22. No matters to report.

229.22

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
To receive an update.
The Clerk reported that a log of all emails between the Planning Officer and the Parish Council have been sent for consideration and no update or outcome of the investigations has been provided at present.
RESOLVED to note.
- b) To ratify the following comments submitted prior to the meeting (scheme of delegation):
- I. **Reference:** 22/01246/FUL (validated: 24/03/2022)
Address: Hindford Grange, Hindford, Whittington, Oswestry, Shropshire, SY11 4NR
Proposal: Erection of a detached 6 bay garage
Comment submitted 31/03/22 – Neutral - “The Parish Council expect the garage to be aesthetically in keeping with the surrounding area”.

RESOLVED to note and approve. It was **NOTED** that Cllr Charmley did not contribute to discussions or the comment submitted and declared an interest to the Clerk when correspondence was circulated.
- c) Consider the following Planning Applications:
- I. **Reference: NONE RECEIVED.**
- d) 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.**

230.22

Finance and Accounts

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

CHEQUE / BACS NUMBER	PAYEE	DESCRIPTION	NET (£)	VAT	GROSS (£)
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85 (2021/22)	Cllr Johnson	Reimbursement - Plusnet Charges (paid outside the meeting)	69.98	0.00	69.98
1	Clerk	Salary Month 1 (Scale 27) (plus expenses (mileage, 16.00 home office allowance)	1048.99	0.00	1048.99
2	HMRC	PAYE Payments (Month 1) Employer NI	91.46	0.00	91.46
3	Highline Electrical	S/Light Repairs March 22	99.00	19.80	118.80
4	Senior Citizens Club	Hire of Hall for Defib Training	35.00	0.00	35.00
5	SALC	Cllr Code of Conduct Training – Cllr Johnson	30.00	0.00	30.00
6	SALC	ALC Affiliation Fees for 2022/23	1112.20	0.00	1112.20
Direct Debit	NEST	Pension (Employer & Employee Contribution)	39.04	0.00	39.04

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

Date Received	From Whom and Description	Amount
31.03.22	NatWest – Interest	£0.28
31.03.22	Nationwide – Interest	£360.07
09.04.22	RSA Motability – Claim for S/Light	£775.00
22.04.22	Shropshire Council - Precept 2022/23	£52,570.81
22.04.22	Shropshire Council - 2021 Neighbourhood Fund	£64,174.78
26.04.22	Shropshire Council – Env. Maint. Grant	£420.00

c) **Reconciliation** - To approve the bank reconciliations up to and including 31st March 2022 (Year End)

RESOLVED to approve. It was noted that the original hard copy is with the Internal Auditor and will be signed at the next meeting.

d) **Financial Year End 2021/22** – To consider the following financial documents:

- I. Year End Receipts and Payments (inc. S.137 payments). **NOTED** and **APPROVED**.
- II. Year End Budget Report. **NOTED** and **APPROVED**.
- III. Earmarked Reserves. **NOTED** and **APPROVED**.
- IV. Asset Register. **NOTED** and **APPROVED**.
- V. VAT Reclaim – to note a claim has been submitted. **NOTED** and **APPROVED**.

e) **Banking Arrangements** - Consider recommendation from the Finance and Executive Committee in relation to banking arrangements and the FSCS. Approve transfer of funds to Natwest Savings Account once the Precept has been paid.

The Finance and Executive Committee put forward a recommendation to continue with the current banking arrangements and spread funds across the accounts. The Nationwide account is now up to the FSCS capacity but the Natwest Reserves Account can be utilised to store reserves.

It was **RESOLVED** to transfer £43,000 from Unity Trust to Natwest Reserves Account, leaving around £90615.53k in the Unity Trust Account as this will sort be depleted to under £85k. This was viewed as a low risk and **APPROVED**. The Clerk will inform the council when Unity Trust are re-opening applications for Savings Accounts.

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- f) **Environmental Maintenance Grant** – To note that the funds from the 2021/22 grant have all been allocated and the application for 2022/23 funding has been submitted.

It was noted that all funds from the 21/22 grant had been spent on the grounds maintenance of the Three Trees Green and that the 2022/23 application had been submitted, approved and payment of the £420.00 grant received. **NOTED**.

- g) **Streetlighting Joint Energy Agreement 2022/23** – To note the 2022/23 annual charge. It was noted that the new annual charge will be **£2356.88 plus VAT**. (2021-22 the annual charge was £2346.44). Quarterly payments of £589.22 plus VAT will be due in the months of May, August, November and February. **RESOLVED** to approve. The Clerk reported that we are waiting on Highline to send new inventory so that SC can update their records so this figure will be adjusted on the completion of Project A.
- h) **CIL / Neighbourhood Fund Payment** – to receive an update on CIL and note the Parish Council's Neighbourhood Fund allocation for 2022 (payable in April/May). **£64,174.78** – received. To be put in Earmarked Reserves. **NOTED**.
- i) **Direct Debits** – To note the council's DD Payment to Nest for Employee Pension for 2022/23. It was **NOTED** that the only payment made by Direct Debit is to NEST (Pension). Payments are made by Direct Debit on a monthly basis.
- j) **Internal Auditor** – Appoint an internal auditor for 2022/23. **RESOLVED** to appoint Bernard Townson as Internal Auditor for the 2022/23 Financial Year.

231.22

Grant Requests

Consider applications from:

- a) Friends of Whittington Cemetery (Cemetery and Garden of Remembrance) - Grasscutting
- b) Whittington Castle - Grasscutting
- c) The New Saints FC Foundation – Whittington Youth Club
- d) Whittington Cricket Club

The following applications were discussed and the following grants approved:

- a) **Friends of Whittington Cemetery (Cemetery and Garden of Remembrance) – Grasscutting**
 - Application received.
 - Request for annual amount of £1000.00.
 - **AMOUNT APPROVED: £1000.00**
 - **BACS REF: 7**
- b) **Whittington Castle**
Grasscutting
 - An application for 2022/23 has not yet been received.
 - Their usual annual payment is £520.00 to support with the cost of grasscutting the back field.
 - Defer to May meeting as application not yet submitted. To be considered at the May meeting, along with the application for the Lighting Project.
- c) **The New Saints FC Foundation – Whittington Youth Club**
 - Application received.
 - Request for £3000.00
 - **AMOUNT APPROVED: £3000.00**
 - **BACS REF: 8**

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- d) **Whittington Cricket Club (payment to be made to Shropshire Cricket Board)**
 - Application received.
 - Request for £4000.00
 - **AMOUNT APPROVED: £2000.00 (cover letter – ringfenced for the purpose of the development of disabled facilities at Whittington Cricket Club.**
 - **BACS REF: 9**

232.22

Internet Access for Meetings

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

Cllr Johnson reported that the line has now been installed. There is no reason to suggest that fibre to the cabinet cannot be installed. All being well, Plusnet will send another router and transfer onto a Superfast Broadband Service. **NOTED**. The Senior Citizen's Hall can then inform the Parish Council of the monthly charge and the Council can calculate an annual grant based on this.

233.22

Highways, Pavements and Footpaths

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

No update. Defer to the next meeting.

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

No update. Defer to the next meeting. It was noted that the stench from stagnant water on this stretch is terrible.

- c) **Penybryn Pedestrian Crossing – Receive an update following the site meeting on 08.12.21.**

No update. Defer to the next meeting.

- d) **Extension of the 30mph speed limit on B5009 Whittington – Gobowen Road – Receive update.**

Shropshire Council will prepare the drawings around April time. A request has been made to see a copy of the plans first, before they go out for consultation. No update – to be followed up for the May meeting.

- e) **Parking issues on Top Street – Discuss**

It was noted that issues regarding parking on Top Street was restricting residents access to their properties. This has been an ongoing issue for 5 years. A request for white lines along both sides of the road has been requested so that access and visibility is clear at all times.

It was **RESOLVED** to pass the matter to Cllr Charmley to follow up with Highways, Shropshire Council.

- f) **Traffic speed on Twmpath Lane / junction with North Drive – Discuss**

Fast, loud vehicles speeding up and down North Drive from the Orthopaedic towards Park Hall Farm. The issue was discussed and it was RESOLVED to pass the matter to the local Policing Team (copying in the Police Sergeant) to follow up. Cllr Charmley to also be copied in and the Police Contact through Community Speedwatch, as he had previously mentioned looking at putting their camera there to register speeds over a period of time.

- g) **Receive an update on Insurance Claim relating to RTA that involved Streetlight 62 on Inglis Road**

The Clerk reported that the claim has been settled and the repair complete. **NOTED**.

- h) **Bins – Discuss the possible installation of a new waste bin.**

The cost of a new bin has now increased to £350 to purchase plus £135 to empty p/annum. The responses to the Facebook post were discussed and the following suggestions/locations noted:

- Straight out of Whittington towards Oswestry
- By the community car park
- Top Street

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- Artillery Road
- Park Hall
- By Drenewydd Turning
- By Rugby Club
- Burma Road

It was RESOLVED to defer the matter to the May meeting and councillors were asked to give some more consideration to the location.

234.22 New Play Area

Receive an update from Shropshire Council on the request for suitable land at Park Hall.

The Clerk provided the following update from Shropshire Council:

“We are currently revisiting the masterplan for the land at Park Hall and are undertaking some ground investigations to determine if there is any contamination which could cause concern for future uses. We can incorporate the potential for a play area into the masterplan and I can ask colleagues to get back in touch with you at the appropriate point as this moves forward.”

This was **NOTED** and Shropshire Council have been asked to keep the Parish Council informed.

235.22 The Queen’s Platinum Jubilee

- a) Tree Planting – receive an update.

It was **NOTED** that the tree has been planted and will now be registered on the Queen’s Green Canopy and on the Shropshire Council Jubilee Tree Map. It was **AGREED** to have a photo by the tree prior to the meeting on 24th May, at 7.10pm.

Photo before May meeting.

- b) Consider Request from Whittington Under 5’s to plant a Jubilee Tree on the green next to the Play Area.

It was **RESOLVED** to approve the request and asked that it be planted along the equisting hedge line. The Parish Council agreed to include the tree in their inspection schedule, when the tree surveys are conducted.

- c) To receive an update on the plans being put together by Whittington Together and the Castle over the Jubilee weekend.

Cllr Johnson reported that live music being provided for free. Whittington Together are looking at purchasing a big oversized flag, bunting etc. and will put together a grant application to be discussed at the May meeting. **NOTED.**

236.22 Pen-y-Bryn Affordable Housing Development

Receive an update from Councillor Johnson on progress.

No update.

237.22 Local Policing Charter

- a) Review of top three concerns and discuss

This was discussed and it was RESOLVED to change the order of the top three concerns, placing speeding as top priority, followed by theft and the Anti-Social Behaviour.

- I. Are these priorities being actioned? – Community Speedwatch is helping.
- II. Is the Local Policing Community Charter delivering in this area and can you suggest any improvements which can be made? Speeding – The Council can often feel unsupported from a police to perspective.

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The issue with the RTA damaged streetlight – only the PCSO helped after he attended the meeting. Evidence of the impact their attendance at monthly meetings has.

238.22 Correspondence

To note correspondence received:

1. SALC / NALC – Bulletins, News in brief bulletins, Covid-19 updates
2. Road Closure: North Drive, Park Hall. 17th May - 21st May 2022. Purpose: Site 22-43 Capital Resurfacing works. Works Promoter: Shropshire Council
3. Invite to 20's Plenty Presentation – 6th April 6-7pm
4. Information from West Mercia PCC
5. A5 survey work letter to stakeholders
6. Oswestry Olympians Park Hall 5k Road Race 2022
7. Queen's Award for Voluntary Service - Briefing Sessions in Shropshire (shared on FB)
8. House of Lords Call for Evidence -Lifting the veil: Removing the invisibility of ASC (shared on FB)
9. Thank you letter from Wrexham Rural Community First Responders for the Grant
RESOLVED to note.

Consider:

1. NALC Sector Finance Survey 2022 – RESOLVED not to respond.

239.22 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.**

- **Condition of the bus shelters – to be included on the May agenda for discussion.**

240.22 Date and Time of Next Meeting

To note the date and time of the next meeting.

Annual Parish Meeting – 6.30pm – Tuesday 17th May

Annual Meeting of the Council – 7.30pm – Tuesday 24th May (photo at the Jubilee Tree prior to this at 7.10pm).

Meeting was closed by the Chairman at 21.21