

# WHITTINGTON PARISH COUNCIL

Minutes of the Meeting of Whittington Parish Council held on Tuesday 24<sup>th</sup> May 2022 at 7.30pm in the Senior Citizen's Hall, Station Road, Whittington.

**Councillors Present:** Lucy Beaumont, Frank Davis, Greg Hickman, Jill Whitby, Ian Johnson, Keith Stanton, Vanessa Bromley, Steve Pugh and Sue Manford.

**Also in attendance:** Mrs Amy Jones (Clerk).

## Parish Council MINUTES

### 241.22 Election of Chairman and Declaration of Acceptance of Office

Cllr Beaumont was nominated, proposed and seconded and a vote in favour to **RESOLVE** to elect Cllr Lucy Beaumont as Chair. The Declaration of Acceptance of Office was duly signed.

### 242.22 Election of Vice Chairman and Declaration of Acceptance of Office

Cllr Hickman was nominated, proposed and seconded and a vote in favour to **RESOLVE** to elect Cllr Greg Hickman as Vice Chair. The Declaration of Acceptance of Office was duly signed.

### 243.22 Apologies for Absence

Apologies received from Cllr Rupert Harvey and Cllr Steve Charmley.

### 244.22 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 Ian Johnson declared an interest in agenda item 255c (Grant Application from Whittington Together) and did not take part in discussions or the decision making relating to this item.

- b) To consider any applications for dispensation.

None received.

### 245.22 Confirmation of the Minutes

To approve and authorise the signing of the Minutes of the Full Council Meeting held on 26.04.22.

It was **RESOLVED** to approve the minutes of the Full Council Meeting held on 26.04.22 and they were signed by the Chair as a true record.

### 246.22 Public Participation

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

No members of the public present.

### 247. 22 Council Committees, Panels, Working Groups and Delegation

- a) To review terms of reference, elect members (to include the Chairman) and agree meeting dates for the Finance and Executive Committee.

The following terms were reviewed and **APPROVED**.

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## Finance and Executive Committee

1. The Finance and Executive Committee is constituted as a Standing Committee of Whittington Parish Council.
2. The Parish Council Standing Orders apply to all Committees.
3. Membership shall comprise of 3 members plus the Chairman.
4. Only the above may vote and participate at a meeting. In the case of an equal vote the Chairman of the Committee shall have a second or casting vote.
5. Members of the Committee are established at the Annual meeting of the Council.
6. The Committee shall elect a Chairman annually, at their first meeting following the Annual Meeting of the Council.
7. Three members of the Committee shall constitute a quorum.
8. The Committee shall meet a minimum of once a year.
9. The committee may delegate any of its functions to sub-committees constructed from its members or to an officer of the council.

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### Committee Members 2022-23 (elected at the full council meeting held on 24.05.22)

**Councillors:** *Frank Davis, Greg Hickman and Jill Whitby (plus Lucy Beaumont as Chair of Council)*

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### 2022-23 Meeting Dates (subject to change / cancellation – dependent on the on-going Covid-19 pandemic)

- **Tuesday 22<sup>nd</sup> November 2022 – 6.30pm** (2023-24 Budget Planning, review of policies)
  - **Tuesday 28<sup>th</sup> March 2023 – 6.30pm** (Clerk's Annual Appraisal, Year End Review, Insurance review)
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### Delegated Powers

#### Staffing Matters

1. To manage the recruitment and appointment of staff and ensure the council complies with all legislative requirements relating to the recruitment and employment of staff.
2. To appoint temporary staff (locum clerk) as required (Financing for which may be recoverable through the Council's Insurance – Key Man Cover).
3. To arrange the implementation of new employment contracts, job descriptions and person specifications for staff.
4. To review staff salaries, terms of conditions of all staff and pension schemes and make recommendations to Council.
5. To undertake the Clerk's annual appraisal and review following the completion of probationary period.
6. To supervise and performance manage the Clerk's work, record and monitor absences, holidays and handle grievance and disciplinary matters and pay disputes.
7. To approve any overtime working.
8. To authorise Training in accordance with Council Policy.
9. To keep under review staff working conditions and monitor health and safety at work for Council employees.
10. To oversee the running of the Parish Office.

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11. To review Council employment policies and make recommendations to Council.
12. To commission legal and professional advice on staffing matters.
13. To exercise any functions delegated to the Clerk / RFO in his/her absence.

### **Policies and Financial Matters**

14. To review council policies annually and make recommendations to Full Council.
15. To review the council's Financial Risk Assessment annually and make recommendations to the Council.
16. To monitor financial progress of the council's expenditure against budget.
17. To consider and make recommendations on all reports arising from both internal and external auditors.
18. To ensure that an adequate and effective system of internal control is in place to secure the integrity of finances and conduct an annual review of the effectiveness of Internal Audit and Internal Control Procedures.
19. To oversee all legal matters pertaining to leases, mortgage, insurance claims, easements, tenancies, contracts, loans, insurance cover, damage to property, specification of work and debt recovery and make recommendations to Full Council.
20. To arrange an annual review of the council's insurance policies.
21. To review from time to time the council's banking arrangements and make recommendations to the council when necessary.
22. To deal on behalf of the council and as instructed by it, with any matters of policy which do not fall clearly within the responsibilities of the other committees or where there is any conflict between them.

### **Reporting and accountability**

The group will be a Standing Committee of the Council and as such will refer any matters to the council that are deemed significant enough to require full council consideration or approval.

#### **b) To elect Councillors on to the following Panels:**

- I. Grievance Panel (3 members – Vice Chair and 2 Councillors)
  - II. Discipline Panel (3 members – Vice Chair and 2 Councillors)
  - III. Appeals Panel (5 members including the Chairman - no member must be on I and/or II)
- I. Grievance Panel (3 members – Vice Chair and 2 Councillors)  
**It was RESOLVED to elect the following councillors: Greg Hickman (VC), Jill Whitby, Ian Johnson.**
- II. Discipline Panel (3 members – Vice Chair and 2 Councillors)  
**It was RESOLVED to elect the following councillors: Greg Hickman (VC), Jill Whitby, Ian Johnson.**
- III. Appeals Panel (5 members including the Chairman - no member must be on I and/or II)  
**It was RESOLVED to elect the following councillors: Lucy Beaumont (Chair), Sue Manford, Keith Stanton, Steve Charmley, Steve Pugh.**

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- c) To note Working Groups/Task and Finish Groups, appoint members and agree objectives:
- I. Streetlight Working Group
  - II. Grounds Maintenance Working Group
  - III. Road Safety Working Group
  - IV. Planning Working Group
  - V. Play Area Development Working Group

**The following Working Groups were APPROVED:**

## **Streetlighting Working Group**

- This Group is **not** a standing committee and **does not** have any delegated powers.
- The objective of this Group is to:
  - Meet with contractors, suppliers, advisors etc to obtain as much information as possible that can be shared back to Council in the form of reports.
  - Monitor the approved Project Plan for the Streetlight Project which includes LED conversions and concrete pole / bracket replacements.

**The following councillors are currently members of this group:**

- Cllr Davis, Cllr Whitby, Cllr Hickman, Cllr Johnson and Cllr Charmley.

## **Grounds Maintenance Working Group**

- This Group is **not** a standing committee and **does not** have any delegated powers.
- The objective of this Group is to:
  - Monitor the performance of the Grounds Maintenance Contractor and report back to Full Council with observations.
  - Carry out reviews with the Grounds Maintenance Contractor and report back to Full Council to agree any action required.
  - To review the contract at the end of the contract term and make suggestions to Full Council.

**The following councillors are currently members of this group:**

- Cllr Davis, Cllr Beaumont and Cllr Charmley.

## **Road Safety Working Group**

- This Group is **not** a standing committee and **does not** have any delegated powers.
- The objective of this Group is to:
  - Oversee and monitor the installation of Vehicle Activated Signs in the Parish
  - Attend any external meetings regarding road safety to act as Council Representatives and report back to Full Council.
  - To carry out research into possible road safety projects and produce reports to be considered by Full Council.
  - To work with the Clerk on Funding Applications to be considered by Full Council.

**The following councillors are currently members of this group:**

- Cllr Johnson, Cllr Beaumont and Cllr Whitby.

## **Planning Working Group**

- This Group is **not** a standing committee and **does not** have any delegated powers.

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- The objective of this Group is to:
  - To monitor the general environment of the parish and report to Full Council any potential planning breaches.
  - To discuss matters relating to the Local Plan and report back to Full Council for decision making.
  - To consider whether a Neighbourhood Plan should be developed and to make recommendation to the Full Council.

## The following councillors are currently members of this group:

- Cllr Johnson, Cllr Beaumont, Cllr Charmley, Cllr Whitby.

## Play Area Working Group

This Group is **not** a standing committee and **does not** have any delegated powers.

- The objective of this Group is to:
  - Work with the Clerk to review the feedback from the Play Area Consultation and present a report to Full Council with suggestions for improvements.
  - Work with the Clerk to put together a Project Plan for the new Play Area – identify possible sites, produce tender documents for the purchase of equipment etc and bring all proposals to Full Council.
  - Monitor the condition of the Play Area (Cllr Davis to continue with the fortnightly visual inspections), making site visits as required.

## The following councillors are members of this group:

- Cllrs Beaumont, Hickman, Stanton, Davis, Bromley.

## Other Groups

There is a steering group established to work with Shropshire Council and Star Housing on the Community Led Housing Project. Members of the group include: Cllrs Johnson, Whitby, Beaumont and Harvey.

d) Scheme of Delegation – To review.

Reviewed and **APPROVED**. To be reviewed again in 12 months.

## 248.22 Appointment of Representatives

To appoint representatives to the following outside bodies:

It was **RESOLVED** to appoint the following representatives:

- a) SALC Area Committee (Chairman and 1 member) - Cllr Beaumont and Hickman
- b) Community Led Housing Steering Group – Cllrs Johnson (lead), Beaumont, Whitby, Harvey
- c) Whittington Youth Project – Cllrs Johnson
- d) Whittington In Need Charity – Cllrs Hickman and Beaumont
- e) Helicopter Noise Liaison Group – Cllrs Harvey
- f) Oswestry Tree Scheme – Cllrs Harvey and Beaumont
- g) Facebook and Ripple Magazine Content – Cllr Whitby
- h) Play Area Visual Inspections – Cllr Davis
- i) School Governor (Parish Council Representative) – Cllr Whitby

## 249.22 To receive the 2021-22 Annual Accounts

- a) Internal Auditors Report 2021-22 – To note.  
**RESOLVED** to note. No issues raised.

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- b) Annual Governance Statement 2021-22 (section 1 of the AGAR) – To consider and approve.  
**RESOLVED** to agree a ‘YES’ response to points 1-8 (9 is n/a) and the Annual Governance Statement was duly signed by the Chair and Clerk.
- c) Accounting Statements 2021-22 (section 2 of the AGAR including the explanation of variances) – To consider and approve.  
**RESOLVED** to approve and the Accounting Statement was signed by the Chair.
- d) Exercise of Public Rights – to note the dates proposed.  
It was **NOTED** that the dates for the period for the exercise of public rights will be Monday 13<sup>th</sup> June 2022 – Friday 22<sup>nd</sup> July 2022.

### 250.22 Annual Review of Council Regulations, Policies and Procedures

- a) Standing Orders
- b) Financial Regulations
- c) Accounting Procedures Risk Assessment
- d) Code of Conduct
- e) Policies, procedures and practices in place in respect of the Parish Council’s obligations under freedom of information and data protection legislation
  - I. Publication Scheme
  - II. Privacy Policy
  - III. Document Retention Policy
  - IV. Personal Data Management Policy
  - V. Security Incident Response Policy
  - VI. Subject Access Policy
- f) **Parish Council Policies:**
  - I. Complaints Policy
  - II. Press and Media Policy
  - III. Grant Awarding Policy

**RESOLVED** to approve all policies a-f (excluding the Grant Awarding Policy) with no amends and for them to be reviewed again in 12 months.

**It was RESOLVED to amend the Grant Awarding Policy with the following changes:**

- Removal of the £1000.00 grant application limit
- Request that applicants send a copy of a bank statement (from the last 3 months), in the name of their organisation, with their application documents.

### 251.22 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).

<p><b>Road Safety / Highways (matters not included for discussion elsewhere on the agenda)</b></p> <p><b>Signage along Castle Street</b></p> <ol style="list-style-type: none"> <li>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.</li> <li>2. 30mph signage – additional repeater signs requested.</li> </ol> <p>Update from Shropshire Council’s Traffic Engineer (12.03.21) – work delayed due to Covid.</p>	<p>On-going</p>
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<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. Update requested 15.03.22.</p> <p><b>UPDATE 15.03.22</b> – 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><b>Footpath through the development off Park Crescent</b> – The path will be installed when the development is completed (minute 108.e.21 refers – Monitor.)</p> <p><b>Implementation of Traffic Calming (a planning condition attached to the development off Park Crescent)</b> – Monitor as although installed, it looks incomplete. This has been raised as a query.</p> <p><b>Extension of the 30mph B5009 Gobowen to Whittington</b> Awaiting details on the next stage from Shropshire Council.</p> <p><b>Parking issues on Top Street</b> Referred to Cllr Charmley to follow up with Shropshire Council. Request for white lines.</p> <p><b>Speeding issues on North Drive</b> Being followed up by the Police and the Community Speedwatch Police Contact will also carry out their own monitoring / speed survey.</p> <p><b>Helen Morgan MP – request for Noise issues caused by ‘Boy Racers’</b> Babbinswood straight and North Drive put forward as possible sites for monitoring.</p> <p><b>Lighting at Drenewydd Junction</b> – Cllr Charmley following up with Highways as the concern was relating to lighting of the Highway rather than footway.</p>	
<p><b>Streetlights</b> 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>	On going
<p><b>Defibrillators</b> Phonebox in Hindford still needs Painting (Spring) and signs installing (Cllr Davis)</p> <p>Battery in Senior Citizen’s Hall Defib is approaching 4 years old so quotes being obtained for a replacement.</p>	On going.  To note.
<p><b>Community Governance Reviews</b> Proposal for no change submitted and submission acknowledged. No updates or further communication received.</p>	To note.
<p><b>Festival in Babbinswood</b> – Now cancelled.</p>	To note.
<p><b>Jubilee Tree</b> – This has been registered on Shropshire Council’s Tree Mapping Site. The Queen’s Green Canopy Registrations have closed until October so will be registered asap. The map will be presented to the Queen next March. Whittington Under 5’s – will get in touch in the Autumn about planting a tree on the green next to the Play Area.</p>	To note.
<p><b>Play Areas</b> <b>Fitzgwarine</b> – Order placed. Awaiting update from Contractor on installation. Aiming for July.</p>	To note.

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<b>New Play Area</b> – Shropshire Council to come back to the PC with possible options (if any) in Park Hall. Follow up in 3 months (July)	
<b>Damaged stock fence to the side of the play area</b> – spoken to farmer, he was going to look at this and see what could / needed to be done. Broken kissing gate – logged with Shropshire Council ROW.	
<b>Garden of Remembrance</b> – Lack of maintenance. Transfer to SC should now be complete. Followed up with SC. It was <b>AGREED</b> that if Shropshire Council can not action this before the Jubilee, Councillors delegate the Clerk responsibility to pay for the PCs contractors to carry out the work.	To note.
Helen Morgan MP – visiting Whittington Thursday 3.15pm.	To note.

- c) **Whittington play area at Fitzgwarine** – Consider the latest visual inspection report provided to the council by Cllr Frank Davis.  
Cllrs Davis raised concerns regarding the handle and the wear on the fixing – **due for replacement July**. It was **AGREED** to re-consider this at it at the June meeting and consider removing until the new handle is fitted.

- d) **Police Report** – Consider.

05/04/2022 – Domestic  
09/04/2022 – Domestic  
12/04/2022 – Domestic  
15/04/2022 – Assault  
16/04/2022 – Theft  
22/04/2022 – Domestic  
22/04/2022 - Domestic  
22/04/2022 – Domestic  
24/04/2022 – Public Order  
28/04/2022 – Burglary  
28/04/2022 – Theft from Vehicle  
28/04/2022 – Criminal Damage  
29/04/2022 – Public Order  
05/04/2022 – Domestic  
09/04/2022 – Domestic  
12/04/2022 – Domestic  
15/04/2022 – Assault  
16/04/2022 - Theft

Incidents that have been omitted for data protection or non-crime dealt with by police; there have been a total of 28 report.

Abandoned call – 1

ASB – 3 - Youths

Assault – 1

Burglary – 1 - Residential, possibly domestic related

Concern for Safety – 1

Criminal Damage – 1

- Vehicle damage

Domestic Incident - 6

Duplicate – 1

Highways Incident including vehicle incidents – 7

- Broken down vehicle, driving issues, suspected drink drive

1 x RTC



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Missing persons – 1

Public order – 2

Suspicious Circumstances – 1 - Screaming heard from field

Theft and theft from vehicle – 2

**RESOLVED** to note.

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

No report provided.

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

Cllr Whitby reported that she has attended new governor training as her role as school governor.

**NOTED.**

252.22

## 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 the outcome of the investigation carried out by the Head of Department was that the Parish Council 'can be confident that their comments on the application were taken into consideration, despite them not being shown online'. It was

**RESOLVED** that this response from the Head of Department was not satisfactory and that a site visit be requested again. If this is not agreed, the Parish Council will consider alternative options, including making a formal complaint.

II. **Reference:** 21/05534/FUL (validated: 24/11/2021) and 21/05535/LBC (validated: 24/11/2021) – Grade II listed building

**Address:** Big House, Station Road, Whittington, SY11 4DB

**Proposal:** Erection of replacement garden room extension, removal of modern brick chimney stack and replacement with a stainless steel flue (revised scheme)

**Decision:** Refuse

III. **Reference:** 22/00529/VAR (validated: 07/02/2022)

**Address:** North Lodge, Twmpath Lane, Gobowen, SY10 7AH

**Proposal:** 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

**Decision:** Refuse

IV. **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

**Decision:** Grant Permission

**RESOLVED** to note.

b) Consider the following Planning Applications:

I. **Reference:** 22/01809/FUL (validated: 13/04/2022)

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

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**Proposal:** Erection of slurry store and all associated works

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

- 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.

253.22

## Finance and Accounts

- a) Consider the following accounts for payment. The following accounts were **APPROVED** for payment:

CHEQUE / BACS NUMBER	PAYEE	DESCRIPTION	NET (£)	VAT	GROSS (£)
10	Clerk	Salary Month 2 (Scale 27) (plus expenses (mileage, 16.00 home office allowance)	1043.59	0.00	<b>1043.59</b>
11	HMRC	PAYE Payments (Month 2) Employer NI	91.66	0.00	<b>91.66</b>
12	B. Townson	Internal Audit of 2021-22 Accounts	125.00	0.00	<b>125.00</b>
13	Office Express UK	Office supplies – Toner and Drum for Clerk's Printer	95.36	19.07	<b>114.43</b>
<b>Direct Debit</b>	NEST	Pension (Employer & Employee Contribution)	39.04	0.00	<b>39.04</b>

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

Date Received	From Whom and Description	Amount
29.04.22	NatWest – Interest	<b>£2.27</b>
Cheque received	Scottish Power – Wayleave Payment	<b>£1.19</b>

- c) **Reconciliation** - To approve the bank reconciliations up to and including 30<sup>th</sup> April 2022. **RESOLVED** to approve.

- d) **Banking Arrangements** - Consider opening a Unity Trust Instant Access Savings Account.

It was **RESOLVED** to open an Instant Access savings account with Unity Trust and to then draw down funds from this into the current account. It was agreed to open the account with £60,000.

254.22

## Insurance

Consider quotes.

Three quotes were considered and it was **RESOLVED** to approve the Quote from A J Gallagher on a three year long term agreement. The cover will start on 1<sup>st</sup> June 2022. Payment to be made by BACS No 14.

255.22

## Grant Requests

Consider applications.

The following applications were considered:

- a) **Whittington Castle – Grasscutting**

It was **RESOLVED** to award a Grant of £510.00 paid via BACS No 15

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## b) Whittington Castle – Lighting Project

It was **RESOLVED** to award a Grant of £500.00 paid by BACS No 15 (combined with grant above)

**20.28 – Cllr Johnson declared an interest in the following item and left the room.**

## c) Whittington Together – Jubilee Decorations

It was **RESOLVED** to award a Grant of £500.00 to be paid by BACS no 16. It was **AGREED** that this grant can be used by either Whittington Together or the Castle to enhance the Jubilee Celebrations for the Parish.

**20.31 – Cllr Johnson re-joined the meeting.**

## 256.22 Internet Access for Meetings

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

Cllr Johnson reported that the internet service is up and running and the next stage is to switch to Fibre. Cllr Johnson to provide an update on this at the next meeting. **NOTED.**

## 257.22 Highways, Pavements and Footpaths

- a) Receive an update regarding the installation of a pavement between The Venue and Inglis Road.
- b) Receive an update regarding Burma Road flooding (by the traffic calming, near the Venue).
- c) Penybryn Pedestrian Crossing – Receive an update following the site meeting on 08.12.21.
- d) Extension of the 30mph speed limit on B5009 Whittington – Gobowen Road – Receive update.

**No update on items a) – d).**

Councillors voiced their frustration about the lack of communication from Shropshire Council Officers on this, following a site meeting on 08.12.21. In the absence of not knowing who else to write to, the Parish Council **AGREED** to write to the Leader of Shropshire Council to seek and pursue progress on the matter.

- e) Bins – Discuss the possible installation of a new waste bin(s) and suitable location(s).

**AGREED location:**

Just before Burma Road, the layby (Whittington Road Junction), Bus Stop and Post Box already there so to line up with these. **RESOLVED** to purchase the bin and request details regarding the frequency of emptying.

## 258.22 Streetlights and Bus Shelters

- a) Discuss matters arising from the most recent Inventory / Condition Survey:

- I. Light 158 Plas Cerrig

The Clerk reported that this light has been wrongly recorded by Highline on previous condition surveys as being a Steel Column with LED so not included in projects a, b or c. It was **RESOLVED** to place an order to upgrade this to LED.

- II. Light 129 (outside Stanyards)

This is a sox lamp on a pole. Paid for in project C but not yet converted as concerns regarding the safety of the pole. It was **RESOLVED** to request for the light to be removed and request a refund on the LED and bracket purchased as part of Project C.

It was **AGREED** that the S/Light Working Group carry out a S/Light asset check in the Autumn.

- b) Streetlight Maintenance Contract – Discuss. It was **RESOLVED** that a draft copy of the contract be brought to a Summer meeting for consideration.
- c) Bus Shelters – Discuss condition and cleaning  
Minor Maintenance Work over the Summer – **APPROVED**

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Quarterly Cleaning of all 7 shelters – **APPROVED**.

259.22

## The Queen's Platinum Jubilee

- a) To receive an update on the plans being put together by Whittington Together and the Castle over the Jubilee weekend.  
Cllr Johnson updated Councillors on the activities planned for the Jubilee Weekend. **NOTED**.
- b) Fitzgwarine Drive – Street Party – Consider request to use the land next to the Play Area. **RESOLVED** to give permission for the use of the land and the Clerk's statement of liability (as discussed with the Parish Council's insurers) which has been issued to the event organiser was approved and noted.

260.22

## Pen-y-Bryn Affordable Housing Development

Receive an update from Councillor Johnson on progress.

Cllr Johnson reported that there is very little update at present. The windows have now been chosen. Site is behind schedule. No update on the Streetlight removal.

**NOTED.**

261.22

## Correspondence

**To note correspondence received:**

1. SALC / NALC – Bulletins, News in brief bulletins, NALC Legal Briefings and Newsletters
2. Shropshire LCWIP: Draft Oswestry Network Planning Report
3. PCC - survey to gain feedback on the communities view on local policing (shared on FB)
4. Road Closure: Fitzgwarine Drive street party. FRIDAY 3rd June 2022. Purpose: Fitzgwarine Drive (cul-de-sac) closed between nos 17 - 37 for street party (Queen's jubilee celebration) 3-Jun 13:00 - 20:00
5. Service to mark the unveiling of the Covid-19 commemorative sculpture
6. West Mercia Monthly Fraud Bulletin
7. Road Closure: Whittington Level Crossing, Oswestry Road. 20th August - 22nd August 2022. Purpose: Road Closure - Level Crossing Renewal - Road closed from 00:15 on the 20.08.22 until 05:15 on the 22.08.22. Works Promoter: Network Rail Infrastructure Ltd
8. Road Closure: Oswestry Olympians Park Hall 5K. 17th June 2022. Purpose: The Oswestry Olympians Park Hall 5K takes place on 17th June 2022. Inglis Rd and Drenewwydd will be closed for between 7.20pm and 8.30pm.
9. STAR Housing Newsletter  
**RESOLVED** to note.

**Consider:**

1. Shropshire Council's draft housing allocation policy for consultation (consultation runs 9<sup>th</sup> May – 3<sup>rd</sup> July 2022) – no comments.
2. Borderland Rotary Club 'Operation Pollination' – consider pledging the council's support. – **RESOLVED** to defer for 3 months.
3. Shropshire Library Consultation – To be completed individually. To be put on Facebook.

262.22

## 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.**

- **Fence to the side of the Play Area – still in need of repair – to be included on the June Agenda.**

## WHITTINGTON PARISH COUNCIL

- *Overgrown hedges – Yew Tree House – affecting visibility and obstructing the pavement. Reported on Fix my Street.*
- *Suggestion for purchasing IT to help with VAS data downloads – Include on the June agenda.*

263.22

### Date and Time of Next Meeting

To note the date and time of the next meeting.

Tuesday 28<sup>th</sup> June, 7.30pm.

**Meeting was closed by the Chair at 21.30**