

WHITTINGTON PARISH COUNCIL

Minutes of the Meeting of Whittington Parish Council held on Tuesday 27th September 2022 at 7.30pm in the Senior Citizen's Hall, Station Road, Whittington.

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

Also in attendance: Mrs Amy Jones (Clerk). 1 Accessibility Support. 1 Castle Representative. 1 Representative from Save Shropshire Ambulances.

Parish Council MINUTES

311.22 Apologies for Absence

Apologies received from Cllr Pugh.

312.22 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 Whiby declared an interest in Agenda Item 318a – Finance (payment 41).

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

313.22 Confirmation of the Minutes

To approve and authorise the signing of the Minutes of the Full Council Meeting held on 23.08.22.

It was **RESOLVED** to approve the minutes of the Full Council Meeting held on 23.08.22 and they were signed by the Chair as a true record.

314.22 The Death of Her Majesty Queen Elizabeth II

To note the role the Parish Council have played in marking the death of Her Majesty The Queen and to receive the Whittington Book on Condolence.

The Chair thanked the Clerk for her support whilst on annual leave, the General Manager at the Castle for support hosting the Book of Condolence and Cllr Whitby for arranging to have everything in place. The Book of Condolence was presented and will be retained by the Clerk until it is requested by Shropshire Council to form part of the Shropshire Archive Collection.

The Church had their own Book of Condolence.

Cllr Beaumont attended the Oswestry Proclamation when an announcement was made on the Accession of His Majesty King Charles III as our new Sovereign.

315.22 Public Participation

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

Members of the public spoke on the following matters, which were dealt with under:

Item 316c – NHS Crisis Statement

Item 316d – Whittington castle Litter Campaign

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316.22

Reports

a) 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. Reported to SC 23.01.2020. SC have confirmed that they will look to renew this sign/posts as part of their works programme (19.03.2020). 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. Confirmed that they will be put in 19.03.2020. <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.</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. Update requested July 2022.</p> <p>UPDATE 04.08.22 - There is a plan and design of the ADS sign near Castle Street with WSP that has been designed by WSP. Regarding the 30mph repeaters, all the works in Whittington (these and the Car Park Lines, Bollards, extension of the 30mph on B5009 etc) may be joined together as one scheme to save costs and disruption to the road network etc.</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 UPDATE 04.08.22 - WSP are working to produce these plans now.</p> <p>Parking issues on Top Street Referred to Cllr Charmley to follow up with Shropshire Council. Request for white lines from residents. Cllr Charmley has been liaising directly with residents and explains the proposals for traffic calming that may come to the table as part of a planning application – on-going.</p> <p>Installation of a pavement between The Venue and Inglis Road and Burma Road flooding (by the traffic calming, near the Venue).</p>	<p>On-going</p>
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<p>UPDATE 02.08.22 - Update from Shropshire Council - here is not fixed date yet for lifting the embargo on expressions of interest for CIL though this is under review at present.</p> <p>Penybryn Pedestrian Crossing UPDATE 25.07.22 - Service Development Project Manager – brief has been sent to WSP with a proposed site for an indicative cost.</p> <p>UPDATE 25.09.22 - The cost of a crossing would be on average between £60,000 to £125,000 depending on the type of crossing, the infrastructure in place and any prep work. This might increase or decrease depending on the outcomes of the design work. The next step would be to carry out a feasibility study through WSP to look at the placement, type of crossing on do some preliminary checks. The Neighbourhood fund could be used to fund this – approx. cost for feasibility study would be £10,000. Brief to WSP for a definitive cost and what resources they have available to do the work.</p> <p>AGREED 27.09.22 – This is something the Parish Council would want to consider so requested that a brief be sent to WSP for them to be able to provide a definitive cost and indicate what resources they have available to do the work. This will then be brought to the next meeting for consideration. The following questions are to be asked: How would the actual crossing be funded? If the Parish Council pay for a feasibility study would Shropshire Council then fund the build of the crossing?</p> <p>Three Trees TRO UPDATE 04.08.22 - Posts alongside the medieval wall to protect the verge, and TRO to control parking around the bus stop etc. The bollards may be separate from the TRO works but has made the list of schemes to be ordered for this Year. On the agenda to discuss.</p>	
<p>Streetlights / Lighting Column 191 (Pen-y-Bryn) – relocated. Not connected by SP. Enquiries from residents. Contact made with developers to request connection date so that residents can be informed. Issue with the SP connection. May need to wait until main site is completed. Looking at the possibility of a solar connection.</p> <p>Feeder Pillar on Oaklands Drive – Now installed. Complete.</p> <p>Light 129 outside the Stanyards – has been removed. Updated inventory sent to SC and Energy Charges updated accordingly. SP have checked the pole for safety and no issues.</p> <p>Contract – out for quotes.</p>	To note.
<p>Defibrillators Phonebox in Hindford still needs Painting and signs installing – Clerk to seek quotes. The locks have been sticking on the Cabinets in PH and Babbinswood. WD40 applied, now working fine.</p>	On going.
<p>Community Governance Reviews</p>	To note.

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Proposal for no change submitted and submission acknowledged. No updates or further communication received.	
Jubilee Tree – 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. Whittington Under 5’s – will get in touch in the Autumn about planting a tree on the green next to the Play Area.	To note.
Play Areas Fitzgwarine Drive – Waiting for the ROSPA Report to assess the issues with the small climber and whether remedial work or replacement is required. Insurance Value to be reconsidered once this is known, following recent work in the Play Area. New Play Area – Shropshire Council to come back to the PC with possible options (if any) in Park Hall. No update from SC to report.	To note.
Bus Shelters – The bus shelter at the Orthopaedic has Ivy growing up it. Request made to the Brewers to remove it at their next cleaning date.	To note.
New laptop Clerk looking into options for the possible purchase of a new, additional laptop for the council (2023-24 budget).	On-going.

- b) **Whittington Castle** – Receive a report from Whittington Castle on their Litter Campaign and consider proposals.

A representative from Whittington Castle provided the following report:

“Results from the Green Fair survey, (sample 50 Shropshire residents) showed that litter was in the top four issues raised by local people (alongside wider recycling opportunities, alternative and lower priced energy).

Building on the litter picking that already takes place at the Castle, the work of Derwen College students and Whittington Together, the proposal is to create an ongoing litter campaign that starts and ends at the Castle, encompassing the whole village. This would be part of a village walk and have a focus on wellbeing. The Castle would contribute by offering a free tea or coffee on completion of the Whittington village litter walk.

The initiative would be launched at the Castle’s “Wellbeing into Winter” event in conjunction with The Qube and the Herbarium at the end of October.

PR around ‘Litter Free Whittington’ (to be launched end of October) would help to raise the profile of the village as well as promote wellbeing, encouraging people to get out and about and give a walk a purpose.

It was **RESOLVED** that the Parish Council offer their support for this community focused initiative.

Whittington Together have equipment from a previous initiative which can be gifted for the purpose of this campaign so, at present, there is no financial contribution to consider.

- c) **NHS Crisis Statement** – Receive a report and consider proposal to sign the statement.

A representative from Save Shropshire’s Ambulances Action Group presented the NHS Crisis Statement in order to contextualise it and allow councillors to ask questions.

It was **RESOLVED** to support the statement.

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- d) **Whittington play area at Fitzgwarine** – Consider the latest visual inspection report provided to the council by Cllr Frank Davis and discuss the Annual ROSPA Report (if available).
Cllr Davis reported that weekly checks have been carried out to monitor the situation. No further deterioration to report. The comments of the inspector to be considered when the ROSPA report is received.
- NOTED.**
- e) **Police Report** – Consider.
No report received.
- f) **Shropshire Councillors Report** – To receive a report from Cllr Steve Charmley.
Cllr Charmley reported on the following:
- TNS reported an incident involving a car on Inglis Road that was attending a Football Match – noted.
 - Asked to canvass the opinion of Parish Council's on proposals for 20mph speedlimits (not enforceable) anywhere within the Parish Boundary. It was agreed that this be included on the October agenda for discussion and the Clerk to ask if the Police would attend to give their views on the 20's plenty proposals.
- g) **Councillor Reports** – To consider reports from Councillors (training courses attended, meetings attended as council representatives).
- Cllr Bromley attended the Finance for Cllrs Training.
 - Cllr Hickman - Recent SALC Exec and Oswestry Area Committee meetings cancelled (mourning period) but have been rescheduled.
 - Cllr Whitby - School Governors Meeting – Plans are pressing ahead for the possible merge with Morda Primary. Architects have finished the plans for the expansion for 3 new classrooms.
 - Cllr Beaumont – Attended the opening Ceremony of the Whittington Fete. Cllr Johnson was thanked and congratulated for his role running the event.
 - Cllr Harvey – attended Code of Conduct Training.

NOTED.

317.22

Planning

- a) To note recent planning decisions published by Shropshire Council
- Reference:** 22/02588/FUL (validated: 21/06/2022)
Address: 10 Western Avenue, Whittington, Oswestry, Shropshire, SY11 4BP
Proposal: Erection of first floor rear extension (resubmission)
Decision: Refuse
 - Reference:** 22/03237/OHL (validated: 12/07/2022)
Address: Electricity Sub Station, Ascot Road, Albany Park, Oswestry, Shropshire
Proposal: To rebuild the existing 33KV single circuit overhead line,. the poles to support this line will be single or 'H' type poles with supporting stays, the existing overhead line will be dismantled and removed during the construction and completion of the new line
Decision: No Objection OHL/Circular Notification
 - Reference:** 22/03586/TCA (validated: 05/08/2022)
Address: The Chestnuts, Station Road, Whittington, Oswestry, Shropshire, SY11 4BN
Proposal: Fell to ground level 1no Holm Oak within Whittington Conservation Area
Decision: Refuse
 - Reference:** 22/02352/FUL (validated: 06/06/2022)
Address: Sumtyme, Iron Mills, Gobowen, Oswestry, Shropshire, SY11 4NQ
Proposal: Erection of two storey side extension and alterations to existing building

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Decision: Refuse

RESOLVED to note.

- b) Consider the following Planning Applications:
- V. **Reference:** 22/03490/TCA (validated: 02/09/2022)
Address: 12 Mytton Close, Whittington, Oswestry, Shropshire, SY11 4PP
Proposal: Fell and remove 1no. Cherry (T1) within Whittington Conservation Area
It was RESOLVED to MAKE A REPRESENTATION with the following comments:
 The Parish Council have no comments to make on this application.

 - VI. **Reference:** 22/03943/FUL (validated: 26/08/2022)
Address: 1 Mellor Meadows, Whittington, Oswestry, Shropshire, SY11 4FN
Proposal: Erection of extension to side creating a carport with bedroom over.
It was RESOLVED to MAKE A REPRESENTATION with the following comments:
 The Parish Council have no comments to make on this application.

 - VII. **Reference:** 22/04085/FUL (validated: 06/09/2022)
Address: Pen Y Bryn House, 34 Boot Street, Whittington, Oswestry, SY11 4DG
Proposal: Erection of infill two storey extension, double garage to rear and side gates and piers to inner driveway.
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.
- I. **Reference:** 22/04061/TCA (validated: 06/09/2022)
Address: 14 Rosehill Close, Whittington, Oswestry, Shropshire, SY11 4DY
Proposal: Remove branches overhanging boundary and prune back to suitable growth points or stem of 1no Horse Chestnut within Whittington Conservation Area
It was RESOLVED to MAKE A REPRESENTATION with the following comments:
 The Parish Council have no comments to make on this application.
- d) **Neighbourhood Fund: Annual Monitoring Form** – To approve. **RESOLVED** to approve and publish the completed form on the Parish Council website.
- e) **Tree Protection Order** – Consider the TPO Notice that has been published on 16th September 2022 (The Chestnuts, Whittington) and consider making a representation/comment.
The TPO was discussed and it was RESOLVED that no representation is required as the Parish Council does not object to the TPO notice.

318.22

Finance and Accounts

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

Cllr Whitby did not take part in discussion or decision.

CHEQUE / BACS NUMBER	PAYEE	DESCRIPTION	NET (£)	VAT	GROSS (£)
Direct Payment	Unity Trust	Bank Charges 04.06.22 – 03.09.22	18.00	0.00	18.00

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35	Clerk	Salary Month 6 (Scale 27) (plus expenses (mileage, 16.00 home office allowance)	1064.16	0.00	1064.16
36	HMRC	PAYE Payments (Month 6) Employer NI	61.64	0.00	61.64
37	Highline Electrical	Replacement of Feeder Pillar in Oaklands Drive (as per quote approved 292.b minute refers)	868.10	173.62	1041.72
38	Shropshire Council	S/Light Energy Charges – 2 nd Quarter	542.58	108.52	651.10
39	PKF Littlejohn LLP	External Audit 2021-22	300.00	60.00	360.00
40	D W Gruar	Maintenance to Weston Avenue Bench (as per quote minute 275 refers)	200.00	0.00	200.00
41	J. Whitby	Reimbursement – Queen photo and frame (£8.10), Condolence Book and Pens (£21.55), Floral Bouquet for display (£10.00)	39.65	0.00	39.65
Direct Debit	NEST	Pension (Employer & Employee Contribution)	39.04	0.00	39.04

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

Date Received	From Whom and Description	Amount
31.08.22	NatWest – Interest	£7.57

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

d) **2021/22 Accounts Conclusion of Audit** – To note the External Auditors Report and note that the Notice of Conclusion of Audit has been published.
RESOLVED to note.

319.22

Policies and Procedures

Consider the adoption of the following:

- a) Civility and Respect – Dignity at Work Policy. **RESOLVED** to adopt.
- b) Accessibility Support. **RESOLVED** to adopt.

320.22

Highways

- a) **Receive an update on the Three Trees Parking TRO (request to accommodate an additional disabled bay).**

It was **NOTED** that the request has been approved and will be incorporated into the plans that will be issued for public consultation in due course.

- b) **Discuss concerns raised regarding accessibility to Daisy Lane Cemetery, off Top Street.**

Issues have been reported to the Parish Council relating to access onto Daisy Lane due to parked cars limiting the angle and room for turning into Daisy Lane, especially for vehicles that are required to work in the Cemetery (pickups, towing trailers with diggers on etc). There were also concerns raised relating to the proposed traffic management plan for Daisy Lane (currently unsubmitted) and how traffic calming ramps would cause a problem for low vehicles such as a hearse. It was **RESOLVED** to arrange a site meeting with Shropshire Council's Traffic Engineer and Cllr Charmley to discuss several parking issues along Top Street and discuss possible lineage changes to protect the access and egress from the various residential lanes. The comments regarding the proposed traffic management plans

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were noted and will be discussed further when the application is considered following submission.

- c) **Visibility Splays at Burma Road and Oswestry Show Ground Junctions – Discuss and consider adding this to the Place Plan and as a Community Concern (revisiting item discussed August 2021).**
- d) **Extension of the 30mph on Oswestry Road (entrance into Whittington) – Consider adding to the Place Plan and as a Community Concern.**

Items c and d were discussed jointly and after considering feedback from Shropshire Council and the police, it was **RESOLVED** to not pursue this matter as a community concern and no further liaison/investigation/studies are required at present. If there were a series of accidents that could be attributed to issues with the road / junction / lack of infrastructure, then concerns would be raised, however, it was agreed that, at present, efforts are to be focused on other areas of the parish where there is a greater concern for safety.

321.22 Festive Lighting

Discuss Festive Lighting Options and Ideas for the 2022 Display.

Options were discussed and it was **AGREED** to:

- Erect 4 bracket lights around the Church (as in previous years)
- Erect 4 bracket lights in Park Hall (as in previous years)
- Light the tree on The Three Trees Green (as in previous years)
- Erect and light a cut tree on the green next to the community car park (as per 2021)
- Erect and light a cut tree on the green at the Drenewydd junction (opposite the Herd entrance) – new for 2022.

322.22 Pen-y-Bryn Affordable Housing Development

Receive an update from Councillor Johnson on progress.

Cllr Johnson reported that there is good progress being made on the site. The next steering group meeting is Monday 24th October which will be a site meeting. **NOTED**.

323.22 Correspondence

To note correspondence received:

1. SALC / NALC – Bulletins, News in brief bulletins, NALC Legal Briefings and Newsletters
2. Shropshire Council – Principal Bridge Inspection of Perry Far Bridge - 13th September 2022 and is expected to take 1 day.
3. Severn Trent Water - Planned reinforcement water mains works in Church Street, Top Street, Boot Street and Penybryn Avenue due to commence Monday 5 December 2022 (date may be subject to change). Road closure with a sign posted diversion route on Top Street and various traffic lights on Church Street, Boot Street and Penybryn Avenue.
4. Road Closure: Welsh Frankton Junction with A495 To Former North. 28th November 2022. Purpose: Road Closure - replace 1 x bt pole. Works Promoter: Openreach
5. Shropshire Council: road improvements on the B5069 at Gobowen Road end to Five Crosses roundabout. The road will be closed on 28 September and diversions will be in place from 9.30am-4.00pm. Access to residential and business properties within the works will be maintained during closures.
6. Shropshire Council Road Closure: North Drive, Whittington. (Earlier Date agreed 17.10.22). Purpose: Road Closure - Safe access to verge to provide new ducting. Works Promoter: Openreach
7. Road Closure Cancelled - Queens Head to Rednal. 10th November - 11th November 2022

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8. An update on progress at Whittington Cricket Club

NOTED.

324.22

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.***

- *Yew Tree House Hedge – still seriously hindering visibility for vehicles using the junction – follow up with Shropshire Council.*
- *Light number 65 in Park Hall has a post padlocked to it – clerk to investigate.*

325.22

Date and Time of Next Meeting

To note the date and time of the next meeting.

Tuesday 25th October – 7.30pm

Meeting was closed by the Chair at 21.17