

WHITTINGTON PARISH COUNCIL

Minutes of the Meeting of Whittington Parish Council held on Tuesday 13th December 2022 at 7.30pm in the Senior Citizen's Hall, Station Road, Whittington.

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

Also in attendance: Mrs Amy Jones (Clerk).

Parish Council MINUTES

360.22 Apologies for Absence

Apologies received from Cllr Rupert Harvey and Cllr Steve Charmley.

361.22 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.

362.22 Confirmation of the Minutes

To approve and authorise the signing of the Minutes of the Full Council Meeting held on 22.11.22.

It was **RESOLVED** to approve the Minutes of the Full Council Meeting held on 22.11.22 and they were signed by the Chair as a true record.

363.22 Public Participation

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

No members of the public.

An Oswestry First Responder attended to provide the opportunity for Councillors to ask questions about the Emergency Bleed Control Kits.

Community Speed Watch Year End Report was provided and provided details on action that has been taken against offenders over the duration of the year. Volunteers were thanked for all their hard work and dedication to this project.

364.22 Bonfire / Firework Event at The Venue

Discuss the event with the event organisers and provide feedback.

The event organiser was not present, despite being invited to attend. Feedback from residents was noted. Feedback on the event was very mixed but the fact that the event was planned last minute was the likely cause for the majority of the issues. It was **AGREED** that if the organisers want to discuss the feedback further they can attend a future meeting.

365.22 Reports

- a) Clerk's Progress Report – Consider matters arising since the last meeting (attached report).

Road Safety / Highways (matters not included for discussion elsewhere on the agenda) Signage along Castle Street	On-going
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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.

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 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.

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.

UPDATE 01.12.22 – It had been redesigned and a plan drawn up some time ago but appears to have been forgotten. Being chased up. WSP will also likely have the modified TRO Plan for the Three Trees as well – so hopefully the plans will be available for preview before Christmas.

Footpath through the development off Park Crescent – The path will be installed when the development is completed (minute 108.e.21 refers – Monitor.) – should have been barked like a woodland walk (as outlined in the approved designs) Follow up with Cllr Charmley.

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.

Extension of the 30mph B5009 Gobowen to Whittington

UPDATE 04.08.22 - WSP are working to produce these plans now.

UPDATE 01.12.22 - This (along with the speed limit extension on the same road past the new Development at Rowson Close) is to be combined. At present SC are awaiting a cost from WSP, after which it should hopefully be programmed. **Followed up (queried) as in March 22 this project was next in line in the programmed schedule of works.**

Parking issues on Top Street / Access issues onto Daisy Lane

Cllr Charmley has requested a site visit with Shropshire Council's Traffic Engineer.

Installation of a pavement between The Venue and Inglis Road and Burma Road flooding (by the traffic calming, near the Venue).

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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>UPDATE 06.12.22 - No date as yet for lifting the embargo. This is all of the information the Place Plan officer has at present: There is currently a pause on all EOI submissions (this has been the case since April 2022) whilst the process for allocating the Council's CIL local funding is reviewed. The Internal Infrastructure Group (IIG) are looking at Shropshire's strategic needs resulting from planned growth, to ensure the limited funds are prioritised appropriately.</p> <p>Penybryn Pedestrian Crossing</p> <p>UPDATE 25.07.22 - Service Development Project Manager –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. WSP currently putting together a quote for a Feasibility Study which the Parish Council will then consider funding. The feasibility study through WSP would look at the placement, type of crossing and do some preliminary checks. The Neighbourhood fund could be used to fund this if the Parish Council wanted to proceed.</p> <p>Three Trees TRO</p> <p>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.</p> <p>Cllr Charmley arranging a site meeting which will also look at:</p> <ul style="list-style-type: none"> • The hedge at Yew Tree House causing visibility issues at the junction • Overgrown hedge before the Top Street turning on the Ellesmere Road 	
<p>Community Governance Reviews</p> <p>Proposal for no change submitted and submission acknowledged. No updates or further communication received.</p>	To note.
<p>Play Areas</p> <p>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.</p> <p>New Play Area – Shropshire Council to come back to the PC with possible options (if any) in Park Hall.</p> <p>Update 31.10.22 - Council has just secured funding and commissioned a very extensive package of site investigations works to fully assess the asbestos contamination, unexploded ordnance and bombs and general state of the land. This will help inform the options we have moving forward. Due to the significance of these site investigations and associated lead in times it's not likely we will have meaningful results until early next year.</p>	To note.
<p>Defibrillators</p> <p>Issues with the lock on the Park Hall cabinet. Door swapped by manufacturer and sent away for testing.</p>	To note.

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<p>Park Hall Traveller Site The fencing adjacent to Burma Road has now been repaired. No one on the site has taken ownership for the horses in the field and they have been informed that the horses need to be removed or enforcement action will be taken.</p>	To note.
<p>Allotments Request made for this to be included in discussions regarding SC owned land in Park Hall (Master Planning)</p>	To note.
<p>Bus Shelters Inglis Road - Unrepairable so as agreed (352.22) a claim has been logged with the insurance company and awaiting further instruction. Three Trees (opposite the shop) – loose tile at the back. Reported to D. Gruer.</p>	To note.
<p>Emergency Bleed Control Kits Ordered and received. Also purchased 4 window stickers. A photo will be arranged with the Chair and the Oswestry Community First Responder. PR in local press, social media etc.</p>	To note.
<p>Warm Hubs Grant Paid and articles on website, in Ripple and on Social Media.</p>	To note.

- b) **Whittington play area at Fitzgwarine** – Consider the latest visual inspection report provided to the council by Cllr Frank Davis.
- I. Consider the ROSPA Report and discuss work required to Medium Risk Areas. Consider cost to replace the platform and steps on the Junior Climber.
The ROSPA Report was discussed and the following matters **APPROVED**:
 - Quote of £750.00 + VAT to replace platform and steps on the Junior Multiplay. This addresses the finding that resulted in the unit being graded as Medium Risk.
 - Cllr Davis will fit the bolts and fixings to the 3 point swing – addressing the issues that resulted in the unit being graded as Medium Risk.
 - The height of the Tango Swing will be raised.
- c) **Police Report** – Consider.
The written report and the recent spate of burglaries in the area were **NOTED**.
- e) **Shropshire Councillors Report** – To receive a report from Cllr Steve Charmley.
Cllr Charmley was not present to provide a report.
- f) **Councillor Reports** – To consider reports from Councillors (training courses attended, meetings attended as council representatives).
- Cllr Whitby reported on a recent School Governors meeting. The consultation for a federation with Morda Primary has now been shared with Parents and Carers. Consultation events have taken place. Consultation period runs until 20th January. Architects designs for the extension are now at the final stage with work planned to start at the end of February. **NOTED**.
 - Cllr Johnson – Attended Whittington Castle AGM and a resume of the meeting was **NOTED**. There is no longer a Parish Council representative on the board of trustees.

366.22

Planning

- a) To note recent planning decisions published by Shropshire Council
- I. **Reference:** 22/04583/FUL (validated: 10/10/2022)
Address: Bryn-Y-Plentyn Farm, Bryn-Y-Plentyn, Middleton, Oswestry, SY11 4LP

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Proposal: Erection of one 40m to hub (67m to tip) wind turbine with control box and all associated works (re-submission)

Decision: Refuse

b) Consider the following Planning Applications:

II. **Reference: NONE RECEIVED.**

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.**

367.22

Finance and Accounts

a) Approve the following accounts for payment.

Due to payments being made to them, Cllrs J Whitby and F Davis did not vote on the following item.

RESOLVED to approve payments as below.

CHEQUE / BACS NUMBER	PAYEE	DESCRIPTION	NET (£)	VAT	GROSS (£)
52	Turtle Engineering Ltd	Bleed control kits x 4, Window Stickers x 4 (paid 28.11.22 – approved at November meeting minute 355.22 refers)	348.00	69.60	417.60
53	Clerk	Salary Month 9 (plus expenses (mileage, 16.00 home office allowance)	1112.23	0.00	1112.23
54	HMRC	PAYE Payments (Month 9) Employer NI	87.25	0.00	87.25
55	Highline Electrical	Installation of Festive Column Mounts	900.00	180.00	1080.00
56	SLCC	Annual Membership	187.00	0.00	187.00
57	F Davis	Reimbursement for concrete for Christmas Tree hole x 2	15.20	0.00	15.20
58	D Brewer	Bus Shelter Cleaning (£5 per shelter plus bush trimming)	135.00	0.00	135.00
59	Office Express UK	Toner and Drum for Clerk's Printer and box of printer paper	124.38	24.88	149.26
60	Highline Electrical	S/Light Maintenance – Oaklands Drive	66.00	13.20	79.20
61	J. Whitby	Mileage	10.35	0.00	10.35
62	SALC	Training – Cllr Johnson 13.10.22	20.00	0.00	20.00
Direct Payment	Unity Trust Bank	Bank Charges (3 months – payable on 31/12/22)	18.00	0.00	18.00
Direct Debit	NEST	Pension (Employer & Employee Contribution)	43.59	0.00	43.59

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

NOTED.

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Date Received	From Whom and Description	Amount
30.11.22	NatWest – Interest	£22.30

- c) **Reconciliation** - To approve the bank reconciliation up to and including 30th November 2022. **RESOLVED** to approve.
- d) **Internal Transfer** – To approve a transfer of funds from the Unity Trust Savings Account into the Unity Trust Current Account. **RESOLVED** to approve an internal transfer of £10,000.00.
- e) **Grant Request** – Consider Ye Olde Boot’s request for a donation to support with the Carol Service.
A request for £150 grant to support with the costs of the Carol Service. **APPROVED**. BACS Ref 63.

368.22

Savings and Investments

- a) Consider the proposal from the Finance and Executive Committee to open an account with the CCLA.
It was **RESOLVED** to defer this decision until further information has been obtained and other options have been fully researched. Clerk to look at other possible options for investing funds for no longer than 3 months and provide a meeting paper covering all options at the February meeting.
- b) Approve transfer of funds. **Deferred as above.**
- c) Adopt the Investment Strategy 2022-23. **Deferred as above.**

369.22

Highways, Pavements and Footpaths

- a) Receive an update on 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).
The Clerk reported that on 6.12.22 the following update was provided by Shropshire Council - There is currently a pause on all EOI submissions (this has been the case since April 2022) whilst the process for allocating the Council’s CIL local funding is reviewed. The Internal Infrastructure Group (IIG) are looking at Shropshire’s strategic needs resulting from planned growth, to ensure the limited funds are prioritised appropriately. **NOTED.**
- c) Penybryn Pedestrian Crossing – Consider the costs from Shropshire Council to carry out a Feasibility Study on the site.
No update to report or costs available to consider as nothing provided by Highways.
- d) Extension of the 30mph speed limit on B5009 Whittington – Gobowen – Receive an update.
The Clerk reported that the most recent update mentioned that this extension will be combined with the one of the road past the new Development at Rowson Close. At present they are awaiting a cost from WSP, after which it should hopefully be programmed. This was queried by the Clerk as previously (April 2022) the Parish Council had been informed that the extension was with WSP and was part of package 5 (they were then in the process of completing package 4). **NOTED** and to await a response from the Traffic Engineer.
- e) Caer Bryn (formally Gracelands) – Parked vehicles and Container causing visibility issues – discuss.
Issues and concerns **NOTED**, and concerns raised with Shropshire Council and Cllr Charmley. Clerk to respond to residents to advise how the issues have passed on and shared with the relevant parties.

370.22

Damaged Bus Shelter – Inglis Road

Receive an update and the insurance claim.

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The Clerk reported that as a repair was not possible, as agreed at the November meeting, an insurance claim was pursued. The Parish Council's Insurers have advised the following:

"I am happy to proceed with the insureds preferred option and proceed to reimburse these costs. The ex Vat amount is £3645 and after removing the £250 excess the balance of £3395 has been raised to reach the account in 3-5 working days. The file is now closed".

The shelter has been ordered from Ace Shelters and all relevant paperwork completed. **NOTED.**

371.22 Streetlighting

Consider request from Oswestry Town Council to site a CCTV camera on light 33 (Burma Road).

Cllr Beamont declared a bias and did not take part in discussions or the decision.

The request was considered and it was **RESOLVED** to approve the installation and agreed that Whittington Parish Council will cover the cost of electricity.

372.22 Parish Council Project Plan

To review the Project Plan, ahead of 2023/24 budget planning (*projects to be funded through Neighbourhood Funds are to be automatically added to the Place Plan*).

It was **AGREED** to add in the following project under Administration:

- Development of a Fully Accessible Website and .gov email

373.22 Pen-y-Bryn Affordable Housing Development

Receive an update from Councillor Johnson on progress.

Cllr Johnson provided an update on the site. The next project meeting will be in the new year. It was noted that temporary solar lighting has been fitted in the corner by where the light was removed so hopefully this will be of help to the residents. **NOTED.**

374.22 Correspondence

To note correspondence received:

1. SALC / NALC – Bulletins, News in brief bulletins, NALC Legal Briefings and Newsletters
2. NALC Chief Executive Bulletins
3. JSNA Oswestry Stakeholder Event - Focus Area Agreement
4. Notification of external auditor appointment
5. Monthly Fraud & Scam Bulleting - November 2022

NOTED.

For consideration:

1. Review of Electoral Divisions in Shropshire – Consultation closes 30th January 2023.
The Commission would like to hear opinions on:

RESOLVED not to respond. It was noted that a briefing on Microsoft Teams is scheduled for 15th December.

375.22 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.***

- *S/light still out at Babbinswood – Broadway. Follow up.*
- *Positive Feedback on the Christmas Lights*

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- *Traveller site rubbish appearing on the mound and along the entrance route – report to the Traveller Liaison Officer*

376.22

Date and Time of Next Meeting

To note the date and time of the next meeting and meeting dates for 2023.

Tuesday 24th January 2023 – 7.00pm.

Meeting was closed by the Chair at 21.13