

HODNET PARISH COUNCIL

Minutes of the Parish Council meeting held on Thursday, 13th September 2018 at The Village Room, Wollerton

Present: Councillors Maryjayne Rees (Chairman), Steve Alden, Alan Cope, Steve Freeman, Karen Calder, Chris Mackie, Paul Nevins, John Powell, John Roberts, Howard Trevor.

1. **Welcome and Apologies** – Apologies were received from Cllr John Parker.
2. **Declaration of Interest** – To declare a personal or pecuniary interest in any item on the agenda

3. **Public Session** –

- i. Mrs Maureen Howell, on behalf of a group of residents of Marchamley, presented the proposition that an automated external defibrillator (AED) be installed in the village, in a locked cabinet. The group would explore supporting the AED with a group of local volunteers. The proposal is that the AED:
 - be purchased by the Parish Council with funds provided by the residents
 - be installed on or near the bus shelter, with power from an adjacent street light
 - be managed and supported by the residents
 - is supplied with electricity paid for by the Parish Council.

Cllr Freeman offered the group a spare AED for their consideration. The Parish Council considered the proposal and agreed it in principle. **It was agreed that the Parish Clerk would explore the feasibility of powering the AED from street light and its possible locations nearby. The Clerk should advise the resident's group to consider siting the AED at the Marchamley Club.**

- ii) Representatives from the Parish Magazine attended to discuss the Parish Council's support for the publication of the Magazine. The magazine delivers around 800 copies and is funded to a limited extent by advertising, and largely by Church funds. Without additional substantial support, publication of the magazine is likely to cease in 2019. In the discussion that followed Parish Councillors made the following points:

- The Parish Council is keen to see a magazine continue and welcomes the opportunity to contribute articles
- Calverhall and Ightfield Parish has a printing machine which might be a useful alternative source of printing. **Councillor Powell agreed to make enquiries**
- The Parish Council has limited opportunities to support the magazine without considering the effect on the precept
- Parish Councillors invited the representatives to explore the issue of costs with other Parishes who publish a magazine

It was agreed that the representatives attend a future meeting of the Parish Council, once further work is done on the Council's budget.

4. **Minutes** – Councillor Mackie proposed and Councillor Alden seconded the motion that the minutes of the Parish Council Meeting held on 2nd August 2018, all agreed
5. **Clerk's update regarding on-going matters not on the agenda** –
 - i. Burial Site survey – the clerk confirmed this had been completed
 - ii. Travellers site – the Clerk indicated that a letter had been sent to Shropshire Council, asking for further enforcement action and the Traveller Liaison Officer had agreed to attend to seek to resolve the parking issue. Councillors noted that the residents had accessed an adjacent site occupied by a mobile phone mast, and **asked the Clerk to establish the ownership of the site and bring the matter to their attention.**

- iii. playground repairs – a second quote was still awaited, however the recent RoSPA report on the playground may have a bearing on subsequent actions
- iv. VAS information – still awaited
- v. Councillor Freeman had provided the proposed minor edits to the GDPR privacy policy, which were agreed. **The Clerk will make the necessary amendments and add the papers to the Website and Dropbox**

6. Unitary Councillor Report – Councillor Calder drew the council's attention to:

- the improvements in car parking charging policies in Shrewsbury town centre
- concern about the anticipated overspend in Children's Services of £3million, due largely to the costs of providing for looked after children whose numbers had significantly increased in the last year
- the work being undertaken by Shropshire Council, working closely with its partners such as Public Health, to find the best ways of using combined resources
- the progress with the Future Fit proposals which may have implications for Shropshire Council and Telford and Wrekin Council's budgetary processes.

7. Report from Hodnet Parish Council representatives at recent meetings –

- i. Report from meeting with Planning Officer regarding Housing Hub proposals – Cllr Mackie and Cllr Cope reported that an informative meeting had taken place which confirmed the outline proposals for additional housing in Hodnet, at sites yet to be confirmed. A formal consultation will follow agreement of the outline by Shropshire Council
- ii. Report from meeting Town & Parish Council Forum – Councillor Rees reported on:
 - a presentation from Shropshire Council's Head of Highways, Transport & Environment, who explained that there was very little funding available for local minor works
 - there will be up to £1500 available for Parishes from an environment maintenance grant
 - a proposal for only 15% of CIL funds to be made available to Parishes in future.

8. Planning -

i) Planning Applications

18/03922/TCA (validated: 24/08/2018) Applegarth, 20 White House Junction A442 To Hill Cottage Junction, Marchamley, SY4 5LE: Remove 1no Eucalyptus within Marchamley Conservation Area – **support**

18/04195/HHE (validated: 10/09/2018) Address: Daneswell Farm, Kenstone, Hodnet, Market Drayton, Shropshire, TF9 3LH Proposal: Erection of a single storey rear extension to a detached dwelling, dimensions 7.9 metres beyond the rear wall, 2.3 metres maximum height and 2.3 metres high to eaves – **support but note work already started**

ii) Determination of Planning – noted

a. 18/02955/FUL Hawkstone View Cottage, Wollerton, Market Drayton, Shropshire, TF9 3NA: Works to existing dwelling with the addition of a part single storey and part two storey extension to rear elevation and the erection of a free-standing garden workshop and garage building – **granted**

b. 18/03117 and 02665 /LBC Peplow Hall, Peplow, Market Drayton, Shropshire, TF9 3JP: Works to replace existing timber ground floor with a concrete floor and insertion of a part mezzanine to the Coach House, and Works to facilitate first floor internal alterations comprising removal of timber stud walls and forming new door openings to bedroom and en-suites affecting a Grade II* Listed Building – **Granted**

9. Accounts

i. Banking arrangements

The Parish Clerk indicated that discussions with the Bank had established that for him to discharge his functions as set out in the Council's Financial Regulations, it was necessary for him to be added as a 'sleeping signatory' to the account. **It was unanimously agreed that this change to the mandate should be made.** The Clerk also indicated that a report would be brought to the council regarding possible changes to the financial regulations

which would make managing the bank account and payments easier.

ii. AGAR report

The Clerk confirmed that the report of the auditors had been received with no adverse comments

iii. **Expenditure** – To accept and approve the below detailed payments

Details	Chq No	amount	Authority
E-on	DD	£401.30	PCA 1957 ss 3 (1)
PKF AGAR audit	2074	£240.00	LGA 1972 s 111
Wollerton room	2075	£15.00	LGA 1972 s.134(4)
RoSPA	2076	£96.60	LGA 1972 s 111
Ian Cruise-Taylor	2077	£261.97	LGA 1972 s 112
Plusnet	DD	£18.60	LG(FP)A 1963 s5
Ray Parry	2078	£240.00	LGA 1892 s.8(1)(i)
Highline Electrical	2079	£74.10	PCA 1957 ss 3 (1)
Lyon hall	2080	£84.00	LGA 1972 s.134(4)

Bank Reconciliation – To receive and accept the Bank Reconciliation to 31st August 2018

Balance brought forward from Year End 31st March 2018	£28,360.59
Add: Receipts to date	£28,131.15
Less: Payments to date	£11,701.12
Closing Balance at 31st August	£44,790.62

Bank Balances as at 31st August 2018:

Current Account	£100.00
Deposit Account (2250)	£19,550.38
CIL Deposit Account (9243)	£25,993.81
less unrepresented cheques	£853.57
	£44,790.62

Approval of the payments listed and bank reconciliation was proposed by Cllr Powell and Seconded by Cllr Mackie, and unanimously agreed

10. Highways and Environmental – To enable Councillors to discuss matters causing concern and opportunity to bring forward items requiring attention.

- i. New litter bin for left side of Lychgate – prices/designs for consideration – **it was agreed to remove the existing litter bin**
- ii. **It was proposed by Cllr Powell, seconded by Cllr Mackie, and unanimously agreed to arrange for a further weed spraying to be carried out.**
- iii. As the overhanging trees in Marchamley had still not been attended to, along with other requests for action regarding highways issues, it was agreed that the **Clerk would write to Steve Brown** to draw attention to outstanding matters and seek assurance they would be dealt with, and a date by which the council could expect completion

11. Street Lighting – Maintenance and/or Repairs – To note the report of fault in The Grove. No other items were raised.

12. Community-Led Grant Applications –

a) To enable the Council to consider and determine the applications received by the closing date:

- i) Wollerton Tennis Club. It was proposed by Cllr Roberts, seconded by Cllr Mackie and unanimously agreed to offer a grant of £5000.
- ii) Hodnet Angling Club. It was proposed by Cllr Mackie, seconded by Cllr Powell, and unanimously agreed to offer a grant of £1000, for use in the Hodnet fishing grounds, conditional on provision of appropriate accounts information.
- iii) **Councillors** considered a written request from Marchamley Club to vary the purpose for which their grant had been given. It was agreed that existing terms and conditions prevented agreement and that Marchamley Club be invited to submit fresh proposals for consideration.

b) To discuss ideas for utilisation of remaining funds within 2018-2019 financial year Councillors identified a number of possible uses of the remaining grant including repairs to the Lyon hall Car Park and the repairs necessary to meet the requirements of the RoSPA report on the recreation ground. Councillors were invited to identify other proposals. A meeting of the Recreation Ground Committee was called for Monday 17th September to review the report on site.

13. Matters relating to Council Staff - To enable the Council to discuss these matters

- i. The Clerk reported that he had registered to undertake the Certificate in Local Council Administration. It was proposed by Cllr Mackie, seconded by Cllr Calder and unanimously agreed that the Council would pay the registration fee of £250.
- ii. The Clerk confirmed that discussions were ongoing with Mr. Wellings regarding future arrangements.

14. Website – discussion regarding future arrangements for the Hodnet Parish Council website:

- i. does the current website need changing – more/less information?
- ii. Should it be on a different platform, how would it be funded and administered
- iii. do we need a separate ‘exclusive’ website for Parish Council matters to satisfy the needs of transparency regulations
- iv. privacy policy issues raised by Webmaster
 - Councillors discussed the future of the website and **agreed that a small group should take the discussion forward and produce proposals for the full Council to consider.** Cllr Mackie agreed to lead the group. Cllrs Cope, Alden and Roberts volunteered to join the group along with the Clerk
 - It was also **agreed that the Clerk would explore possible support from SALC and/or Shropshire Council**
 - It was further **agreed to take account of the points raised by the webmaster** regarding GDPR and privacy policies

15. Correspondence – To enable the Council to discuss correspondence received:

- i. proposal for an AED in Marchamley Bus Shelter – presentation received at the meeting
- ii. Correspondence regarding planned work by STW in Wollerton – noted
- iii. email regarding Green Shropshire Xchange – noted
- iv. correspondence regarding Mickley Stud – agreed that no further action was possible, Clerk to inform correspondent
- v. correspondence from Miss Williams regarding Hodnet to Marchamley Road – concerns to be included in letter to Highways
- vi. Recreation Ground report – noted, Recreation Ground Committee to meet on site 17/09/18
- vii. Letter regarding Smart Water/‘We Don’t Buy Crime’ initiative – agreed that the Clerk would follow up to establish costs and report back.

17. Parish Matters - no other matters were raised by councillors

18. Agenda Items – No other items were identified for the next agenda for the next Parish Council meeting on 25th October 2018 **at The Lyon Hall, Hodnet**

Signed.....Chairman date.....