

PONTESBURY PARISH COUNCIL



Full Council Meeting held at Cruckton Village Hall on Monday 13th June 2022 at 7.30pm

PRESENT

Cllr D Fletcher, Cllr N Hignett, Cllr M Trow, Cllr R Evans, Cllr A Hodges, Cllr S Davies , Cllr P Heywood, Cllr C Sandells, Cllr D Jones, Cllr N Manning, and Cllr N Lewis

Clerk of the Meeting: Debbie Marais

In attendance: None

24.22 Co-option of Councillor for Cruckton ward – After a proposal from Cllr Fletcher, seconded by Cllr Hignett, it was unanimously voted that Adrian Windows become a parish councillor for the Cruckton ward. Cllr Windows was duly invited to the table.

25.22 Apologies for Absence.

Apologies for absence were received from and, Cllr J Pritchard, Cllr D Gregory and Cllr L Charles

26.22 Declarations of Interest and Dispensations. None.

27.22 Public Questions and Comments. None

28.22 Minutes of Council. The minutes were submitted and circulated as read. After a proposal by Cllr Jones, seconded by Cllr Heywood, it was **RESOLVED that the minutes of the Annual Meeting of Pontesbury Parish Council, held on 16th April 2022 be approved and signed as a correct record with the amendment under transfer of remaining budget to the Lloyds Pavilion account from the Unity current account being £19975 not £26,700 as stated in error by Clerk at the meeting.**

29.22 Police Matters

PC Simon Lewis had been unable to attend the meeting, but had sent an email to Clerk, which was read out at the meeting. PC Lewis wished to reassure councillors that the recent spate of anti-social behaviour in Pontesbury was being dealt with, but that it was important to put the message out to the community to report such issues by phoning 101 or reporting online. It is vital that incidents are reported and statistics are collected to build local knowledge and also to ensure that a policing presence is maintained. Clerk and Cllr Fletcher had met with PC Lewis and an article would be put in the July newsletter repeating this message. Cllr Lewis felt that it was important to reassure the community that matters could be reported anonymously and clear instructions about how to report incidents were required. PC Lewis will attend a meeting with councillors on Thursday 14th July at 6.30pm at The Pavilion. Please let Clerk know if you will be attending and any questions/issues you wish to raise with PC Lewis.

30.22 Shropshire Council Member report. Cllr Roger Evans gave a verbal report, including the following information, which was **NOTED**.

- Any resident requiring wishing to claim the energy rebate from Shropshire Council needs to do so by 22nd June 2022
- Currently SC are consulting local residents on: Swimming pool in Whitchurch, Great Outdoors, Economic Growth Strategy and Library Strategy
- SC are currently being peer reviewed to look at whether finances are being managed correctly, by officers from another Local Authority
- There is currently an 18 month trial of 20mph in Copthorne
- The River strategy has been agreed by Cabinet
- SC can apply for additional powers to take over certain traffic offenses from the police, and can keep fines to carry out projects to alleviate similar traffic problems
- Somerset Council had some useful information about Quiet Lanes. Cllr Evans would circulate the link to other councillors

31.22 Planning.

- Cllr Hodges gave a verbal report which was **NOTED**.
- Cllr Hodges read out a suggested response that he and Cllr Fletcher had drawn up in response to the SC Draft Housing Allocation Policy consultation. After a proposal by Cllr Hignett, seconded by Cllr Evans and agreed by all, it was **RESOLVED to APPROVE the response and Deputy Clerk would be asked to submit the comments.**

32.22 Statutory Business and Finance

i..Income to Lloyd's Pavilion Account as noted as a total of £207.50

Income to Unity Bank Account of £166.00

Bank interest (Nationwide/CCLA) of £77.52 was **NOTED**

ii.After a proposal by Cllr Heywood, seconded by Cllr Hignett, all in favour, it was **RESOLVED to approve all payments on payments list (attached to minutes)**

iii. After a proposal by Cllr Trow, seconded by Cllr Davies, all in favour, it was **RESOLVED to approve a payment of £150 for Chair/Clerk to attend a virtual NALC conference on Empowering Communities in November 2022.**

iv. After a proposal by Cllr Trow, seconded by Cllr Lewis, all in favour, it was **RESOLVED to approve 2022-23 reserves as prepared by Clerk**

v. After a proposal by Cllr Fletcher, seconded by Cllr Hignett, all in favour, it was **RESOLVED to approve a payment of £72 for SLCC Minutes & Agendas training for Clerk**

vi. After a proposal by Cllr Hodges, seconded by Cllr Trow, all in favour, it was **RESOLVED to approve the quote of £900 from Marches Energy Agency to conduct the carbon/energy audit for The Pavilion, as recommended by the Pavilion Committee. (LGA 1892 s.8 (1) (i))**

vii. After a proposal by Cllr Heywood, seconded by Cllr Evans, all in favour, it was **RESOLVED to approve a payment of £141 for 13th ed. Local Council Administration (essential guidance for Clerk)**

viii. After a proposal by Cllr Hignett, seconded by Cllr Jones, all in favour, it was **RESOLVED to approve a payment of £330 for consultancy service provided by ANPRcheq for May 2022, and a one-off payment of £283.48 which relates to an error and undercharge for previous month's consultancy services. (Local Government and Rating Act 1997, s.31)**

vix. After a proposal by Cllr Fletcher, seconded by Cllr Heywood, all in favour, it was **RESOLVED to approve a payment of £30 for SALC training on VAT for Clerk**

33.22 . Public Toilets. The current cleaning company have served notice. Clerk has approached a number of companies without success and has been contacted by a local resident with whom she is meeting.

After a proposal by Cllr Hignett, seconded by Cllr Jones, all in favour, it was **RESOLVED to approve the following;**

- i. **If the individual cleaner is interested, Council approve £12/hour on a month's trial to avoid the toilets remaining closed for a further month**
- ii. **Clerk to continue seeking quotes from cleaning companies**
- iii. **Clerk reports back to July parish council meeting and councillors make a decision about which contract to award**

34.22 AUDIT for 2021-22.

i. Audit Annual Return for the year ended 31st March 2022: After a proposal by Cllr Lewis, seconded by Cllr Hignett, all in favour, it was **RESOLVED to approve the Annual Governance Statement and the Chairman duly signed.**

ii. Audit Annual Return for the year ended 31st March 2022: After a proposal by Cllr Heywood, seconded by Cllr Hignett, it was **RESOLVED to approve the finance report and accounting statements for 2021-2022 and the Chairman duly signed.**

iii. The Intention to public the Notice of Elector's rights on 14th June 2022 and upload the Notice and AGAR return to the Council website was duly **NOTED.**

35.22 Health and Safety Matters.

i. Report on potholes outside the Trading Post building. Cllr Hignett reported that he had met with SC Highways Officers about the larger potholes adjacent to Station Road, and with the Outdoor Recreation team about the smaller potholes nearer the play area. It was hoped that both of these would be dealt with as soon as possible

ii. Potholes at the top of Hall Bank. Cllr Hignett reported that he had met with SC Highways Officers and the potholes had been marked for repair. This will require a road closure between 6pm and 12pm. Whilst the potholes were repaired any foliage obscuring one-way signage would also be dealt with.

iii. Other potholes in the parish. Cllrs Fletcher and Evans were taking up the matter of potholes being marked and not yet repaired with SC Officers and SALC.

36.22 Recommendations from the Personnel Committee.

After a proposal by Cllr Fletcher, seconded by Cllr Hodges, all in favour, it was **RESOLVED to approve the re-advertisement of the Finance/Admin Officer position at a wider scale (scp 18-23) and include the possibility of progression to Responsible Financial Officer (dependent on skills and experience)**

37.22 Platinum Jubilee Working Group. Cllr Davies gave a verbal report which was **NOTED.** Cllr Davies felt that the event had been a huge success and wished to thank Deputy Clerk for all her support and hard work and all the volunteers, local organisations/businesses who donated to the event, and everyone who took part. The response in terms of the numbers of people lining the streets for the carnival and attending the party on the field was a clear indication that it was what the local community wanted and needed. The feedback has been very positive and the event had been affordable for local families which was the aim.

Cllr Fletcher thanked Cllr Davies and the Deputy Clerk, Mary Webb and Pontesbury Primary School, the other councillors who had helped with planning and on the day, along with the sponsors of the event. Councillors agreed that the event was a great success.

38.22 Vacancies on F&GP and Pavilion Committees.

i. After a proposal by Cllr Fletcher, seconded by Cllr Hignett, all in favour, it was **RESOLVED to approve Cllr Windows joining the Finance & General Purposes Committee**

ii. After a proposal by Cllr Hignett, seconded by Cllr Jones, all in favour, it was **RESOLVED to approve Cllr Windows joining the Pavilion Committee**

39.22 Parish Council Annual Report 2021-22. This was deferred until the July meeting

40.22 Amended Standing Orders – Standing Order 18. Has been amended to reflect leaving the European Union. After a proposal by Cllr Heywood, seconded by Cllr Sandells, all in favour, it was **RESOLVED to adopt the amended Standing Orders**

41.22 Environmental Maintenance Grant. The application deadline of 31 May had been missed. Cllr Evans suggested writing to Ffion Horton to see if there was any chance of still submitting an application. If there was a positive response then a working group would come together to look at possible projects.

42.22 Friends of Pontesbury Cemetery. Clerk had been approached by the rector Greg Smith to see if there could be a representative from the parish council on the Friends group to help with overseeing the project and fundraising. Cllr Fletcher was happy to be involved on an interim basis and the matter would be raised at the July meeting to see if anyone else would like to volunteer.

43.33 Shropshire Council Library Strategy consultation. Cllr Fletcher gave the background to the strategy. Councillors agreed a response that the council are happy with the partnership between the two councils and feel that the model of service offered based at The Pavilion works well as indicated by the high footfall into the building. The multi-purpose space offered meets local needs and is valued by the rural area it serves. The parish council look forward to discussions about the implementation of self-service machines in the building and any impact that may have.

44.22 Clerk's report - Clerk gave a verbal update which was **NOTED.**

45.22 Parish Business – the following concerns were raised

- The fencing by Cruckton bridge needs repairing and drainage in the area looked at. Clerk will report this, Cllr Evans will take the matter forward to
- The hard standing promised for the bus stop on the West carriageway at the bottom of Hall Bank has not been delivered. Residents have to step into the road which is a health and safety concern
- A gutter at the bottom of Malehurst bank on the south side is full of mud, this needs clearing to avoid potential flooding as in previous years
- Clerk was asked to investigate whether or not there is a speed limit for cyclists on a cycleway – there have been some incidents on the Minsterley to Pontesbury cycleway between cyclists and local residents crossing the cycleway leaving their property. Markings on the cycleway need to be reinstated
- The large one way sign opposite the surgery at the top of Hall Bank needs reinstating

- The footpath along the A488 on Malehurst Bank west of Pontesbury needs reinstating to the proper width – this was a possible project for the Environmental Maintenance Grant
- Caravans on the Malehurst planning application site – Cllr Manning would discuss with Cllr Hodges
- The speed of cyclists on rural roads
- Road signs about diversions and road works being very misleading. Clerk asked to write to Steve Smith and Andy Wilde to express the parish council concern over many incidents reported to council
- Hedgerows on Pound Lane need cutting. Cllr Evans explained that if residents responsible for the hedges do not cut them back, then SC will do the work and invoice residents concerned
- Cllr Hignett reported that the widening of the footpath at the bottom of Hall Bank is to be done and Cllr Hignett had asked the Officers to work together on this and the potholes whilst the road is closed. The plans to improve the junction at the bottom of Hall Bank are being drawn up and will be shared with the parish council when ready.

23.21 DATE AND TIME OF NEXT MEETING.

The next Full Parish Council meeting will take place at Habberley Village Hall on Monday 11th July 2022 at 7.30pm.

The meeting closed at 9.15pm

Signed:
Chairman Pontesbury Parish Council

Date: