

PONTESBURY PARISH COUNCIL



Full Council Meeting held at The Pavilion on Monday 26th September 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 A Windows and Cllr N Lewis

Clerk of the Meeting: Debbie Marais

In attendance: None

Before the meeting began Cllr Fletcher called for a minutes silence to commemorate Queen Elizabeth II.

87.22 Apologies for Absence.

Apologies for absence were received from Cllr D Jones, Cllr D Gregory, Cllr J Pritchard and Cllr N Manning. After a proposal by Cllr Evans, seconded by Cllr Hignett, all in favour, it was **RESOLVED that Apologies for Absence be approved.**

88.22 Declarations of Interest and Dispensations. None.

89.22 Public Questions and Comments. None

90.22 Minutes of Council. The minutes were submitted and circulated as read. After a proposal by Cllr Hignett, seconded by Cllr Heywood, all in favour, it was **RESOLVED that the minutes of the Extraordinary Meeting of Pontesbury Parish Council, held on 23rd June 2022 be approved and signed as a correct record.**

91.22 Police Matters

PC Simon Lewis had been unable to attend the meeting. The following issues were raised:

- Break-in at Cruckton Hall School – garden tractor and equipment stolen
- Egg throwing in Plealey
- Anti-social behaviour at the Pontesbury play area

Councillors asked that the postponed meeting with PC Lewis be re-arranged by Clerk.

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

- i. SC Finances are of concern as the Quarter 1 (2022-23) showed an overspend of between 4 and 17m (best estimate 9.4m) A revised Financial Plan is being considered
- ii. Bottom 3 floors of Shirehall are now usable, but not the top 3 floors
- iii. Quarry pool is closed for roof repairs
- iv. Government have given funds to ensure the current bus subsidies are continued until March 2023. A £104m bid has been submitted by SC as part of the Levelling Up funds, to increase the number of buses available
- v. A Climate Change Board has been appointed

- vi. The Electoral Commission are looking at the proposals of an increase in Shropshire Councillors to 76
- vii. Shropshire Local Plan – Inspector is due to rule if the plan is legal or not by the end of 2022/beginning of 2023. If legal the stage 2 examination should take place in summer 2023
- viii. GP surgeries – there is a plan for 5-6 Shrewsbury GP practices to merge to form the Shrewsbury Hub
- ix. Integrated Care Strategy – this is the biggest change to health and care services since the formation of the NHS. NHS, SC and voluntary sector are reviewing how they can operate to offer joint care services. This has been successful in other Local Authority areas

Cllr Sandells expressed disappointment at the lack of investment in the Quarry pool which is used by many Pontesbury Parish residents. Cllr Evans reported that the planned refurbishment of Quarry pool and plans for a new pool in Sundorne have been scrapped by SC. There is no date set for the re-opening of the Quarry pool following the roof repairs.

93.22 Planning Committee.

- i. After a proposal by Cllr Trow, seconded by Cllr Hodges, all in favour, it was **RESOLVED to APPROVE the minutes of the planning meeting held on 1st August 2022.**
- ii. Cllr Hodges gave a verbal report which was **NOTED.**
- iii. After a proposal by Cllr Hignett, seconded by Cllr Windows, all in favour, it was **RESOLVED to APPROVE** the Regulation 15 Neighbourhood Plan. This will now be submitted to Shropshire Council for comment and all parish residents will have a further chance to comment as part of the SC consultation. The plan once approved will sit alongside the emerging SC Local Plan with legal force to guide future development proposals. Cllr Fletcher wished to record a big thank you to Cllr Hodges and Trow, along with the other members of the NP Steering Group for all their hard work and achievement in bringing the plan to fruition.

94.22 Pavilion Committee.

An update report from Deputy Clerk was **NOTED.** Clerk wished to bring Cllrs attention to a Pavilion open day on 3rd December 2022 when residents could look round The Pavilion and meet their local councillor.

95.22 Finance and General Purposes Committee – Recommendations from meeting held on 01/09/2022. After a proposal by Cllr Hignett, seconded by Cllr Lewis, all in favour, it was **RESOLVED to APPROVE the following recommendations:**

- i) **Approval of minutes of FGP meeting held on 12 May 2022**
- ii) **Note Qtr 1 2022-23 bank reconciliation for all accounts – no issues arising**
- iii) **Note Qtr 1 2022-23 budget monitoring report – no issues arising**
- iv) **Approve amended earmarked reserves for 2022-23 as prepared by Clerk**
- v) **Approve transfer of £15,000 from Nationwide to Unity current account for general payments**
- vi) **Approval of remaining ‘opted in’ to external audit central procurement regime managed by SAAA**
- vii) **Approval of delegated authority to working group (Cllrs Hodges, Trow, Davies and Fletcher) to draw up an action plan for the parish council newsletter and report back to the October Full Parish Council meeting. Cllr Fletcher wished to thank Deputy**

Clerk for taking on the newsletter in the meantime and all her hard work providing a seamless service and a professional newsletter

viii) Approval of amended parish council Financial and Organisational Risk Assessments/Business Continuity Plan as prepared by Clerk

vix) Approval of parish council Asset Register as prepared by Clerk

96.22 Statutory Business and Finance

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

i) Reimbursement to Clerk of £95.88 for emergency purchase of defib pads for Cruckton Village Hall and spare

ii) Transfer of £24,276 (for Hanwood Joint CIL projects) and £500 (for election expenses) spent from reserves, from CCLA account to Unity current account

iii) Payment of £40 for Levelling up training for Cllrs Fletcher and Hodges

iv) Continuation of Internet Banking and electronic payments – to be reviewed in 2024

v) NOTE: Total Income to all accounts in August/September 2022 was £5825.52.

vi) Approval of all payments on payments list for August and September 2022 (payments list attached to minutes).

vii). NOTE: Report from External Auditor for 2021-22 accounts – no matters giving cause for concern. Cllr Fletcher thanked Clerk for all her hard work on preparing for audit.

97.22. Thank you to former parish newsletter editor – after a proposal by Cllr Fletcher and seconded by Cllr Hignett, all in favour, it was RESOLVED to APPROVE Clerk sending a letter of thanks to the former newsletter editor for all her hard work over the past decade in producing a very professional, informative newsletter

98.22 Parish Council general insurance renewal - after a proposal by Cllr Evans and seconded by Cllr Lewis, all in favour, it was RESOLVED to APPROVE the following:

i) Payment of invoice of £1458.21 to renew insurance policy as previous year

ii) Delegated authority to Cllrs Fletcher, Hodges and Clerk to seek clarification from BHIB on a number of issues and report back to October meeting about any additional cover required and associated costs

99.22 Casual Vacancy – Clerk reported that the closing date for applications to fill the vacancy was Friday 7th October with a view to co-opt at the 10th October meeting. Cllr Fletcher wished to record a thank you to Cllr Lynette Charles for all her hard work whilst with the council. Cllr Evans offered to look after the Plealey parish council noticeboard

100.22 Update on ANPR project - Cllr Fletcher gave a verbal update on the project which was NOTED. The cameras in Hanwood and Pontesbury have been damaged and would be operational again shortly. Weekly reports on the highest speeds and repeat offenders were being sent to the Community Speedwatch team and letters have been sent out to speeding drivers. Cllr Fletcher would confirm the procedure of letters/police visits at a future meeting.

i) After a proposal by Cllr Evans and seconded by Cllr Hignett it was RESOLVED to APPROVE the ANPR data protection policies and protocols as prepared by Clerk. Cllr Windows wished to record his disapproval of using the ANPR camera system as an anti-speeding measure.

101.22 Quiet Lane status for Pound Lane - Cllr Heywood wished to express his frustration at the lack of response by Shropshire Council Highways department to the parish

council request to take the Quiet Lane project forward, when considerable monies were being spent on the North West Relief Road. This frustration was echoed by Cllr Evans. The response from SC Highways was that they were waiting to take on more staff which has now happened. Councillors requested that Professor Mark Barrow from Shropshire Council be invited to a parish council meeting to discuss this matter.

102.22 Electronic banking policy and update to Internet Banking Mandate – after a proposal by Cllr Hignett and seconded by Cllr Windows, all in favour, it was **RESOLVED to APPROVE the amended policy and banking mandate as prepared by Clerk, to add the new Finance Officer so she is able to submit payments and view accounts.**

103.22 Parish Council Annual Report – Councillors suggested the format for the 2022-23 report should be a 4-page summary to be included in the May 2023 newsletter to all households and full copies available at the Annual Meeting of the Council in May and in The Pavilion.

104.22 Cost of Living Increases – Cllr Hignett requested that this item be included on the agenda of all Full Council meetings over the winter. Clerk and Cllr Evans had attended cost of living training put on by Shropshire Council. This was felt to be very useful and Clerk would circulate the date of the next session for councillors to attend, and the web address of the Shropshire Council 'cost of living webpage' that residents could be signposted to. This would also be included in the parish newsletter. The Pavilion Committee would discuss the use of The Pavilion as a warm hub over the winter. Cllr Fletcher wished to thank Cllr Davies for all her hard work and that of the Good Neighbours Scheme in providing food parcels and hot meals for residents in need. Councillors were also told about the St George's foodbank which is now operational.

105.22 Remembrance Sunday - after a proposal by Cllr Lewis and seconded by Cllr Hignett, all in favour, it was **RESOLVED to APPROVE a donation of £50 to the Royal British Legion for the remembrance wreath and for Cllr Fletcher to lay the wreath on behalf of the parish council.**

106.22 Review dispensations for absence - after a proposal by Cllr Heywood and seconded by Cllr Sandells, all in favour, it was **RESOLVED to APPROVE extending the dispensation for absence for COVID reasons until January 2023, when it will be reviewed.**

107.22 Health and Safety Matters.

i. After a proposal by Cllr Hignett, seconded by Cllr Sandells, all in favour, it was **RESOLVED to APPROVE the Defibrillator Maintenance Policy as amended by Clerk.**

ii) First aid training sessions provided free by Rea Valley First Responders at Cruckton Village Hall (08/10/22 9am-12pm) and Pontesbury Public Hall (22/10/2022 9am-12pm) were **NOTED.** Cllrs were encouraged to attend.

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

109.22 Parish Business – the following concerns were raised

- The need for road safety code for cyclists – some elements have been included in the recently updated Highway Code
- Cllr Sandells would pick up the broken Lea Cross noticeboard to see what repairs were needed

- Cllr Windows reported that the cleaning contractors for the public toilets should be congratulated for their excellent work.
- Cllr Windows requested some additional litter bins for the village particularly near the bus shelter at the top of Hall Bank. Cllr Fletcher would investigate how much new bins and emptying by SC would cost the parish council
- Cllr Windows asked for an update on the bus park at Mary Webb. Cllr Hignett gave an update that the support of all relevant parties including Sport England was needed and the costs were looking in excess of £500k. There will be a meeting about the Place Plan soon and the need for car parking needs to be included as a priority
- Cllr Hodges requested that the problem of littering throughout the whole parish should be added to the October agenda
- Cllr Davies reported feedback from frustrated residents about the traffic lights on Minsterley road. Cllr Hignett said this is a SC Highways issue associated with the new development
- Cllr Lewis reported more vandalism at the play area including the new picnic benches. He wished to record thanks to a local resident who helps to clear the area on a daily basis
- The Book of Condolence for Queen Elizabeth II will be forwarded to SC for archiving

110.22 DATE AND TIME OF NEXT MEETING.

The next Full Parish Council meeting will take place at The Pavilion on Monday 10th October 2022 at the winter time of 6.30pm.

The meeting closed at 9.07pm

Signed:
Chairman Pontesbury Parish Council

Date: