

**PONTESBURY PARISH COUNCIL**  
**Meeting of Council**  
**Held via zoom video conference**  
**At 7pm on Monday 8 February 2021**

**PRESENT**

Cllr D Fletcher (Chairman), Cllr N Hignett, Cllr R Evans, Cllr A Hodges, Cllr N Lewis, Cllr S Lockwood, Cllr D Gregory, Cllr D Jones, Cllr R Martinali, Cllr C Sandells, Cllr P Bradbury and Cllr P Heywood

**IN ATTENDANCE: One member of public**

**CLERK:** Debbie Marais

**109.20 APOLOGIES FOR ABSENCE** - Cllr B Morris, Cllr J Pritchard, Cllr C Robinson

**110.20 DECLARATIONS OF INTEREST AND DISPENSATIONS** - None

**111.20 PUBLIC QUESTIONS AND COMMENTS** None.

**112.20 MINUTES OF COUNCIL** - The minutes were submitted and circulated as read. It was proposed by Cllr R Evans and seconded by Cllr P Bradbury and **RESOLVED that the minutes of the Full Parish Council meeting held on 11<sup>th</sup> January 2021, be approved and signed as a correct record.**

**113.20 SHROPSHIRE COUNCIL REPORT**

Cllr R Evans gave a verbal report which was **NOTED** including the following updates:

- Shropshire Local Plan - the Regulation 19 consultation is currently underway and has been extended until 26<sup>th</sup> February. The aim is to submit the amended plan to full council after the May elections.
- The Financial Strategy and budget had been submitted to cabinet including a rise in Council Tax of 4.99%. Officers were asked to revise the strategy and budget based on a rise in Council Tax of 3.99% and the revised budget will go before full council.
- SC proposals for fees and charges for 2021-22 can be found on the SC website
- The Big Town vision for Shrewsbury is out for consultation and as part of this there is a proposal to close the bus station in the centre of town and use park and ride centres instead. The central car parks will also close to reduce cars in the centre of the town. The vision document does not have specific timelines attached to it.

Cllr D Gregory raised concerns about the response time by SC officers to flooding issues being reported. Cllr R Evans has also raised a formal complaint about elected members not being able to contact Highways Emergency Officers.

**114.20 PLANNING**

Cllr A Hodges, Chairman of the Planning Committee, gave a verbal update which was **NOTED** including;

- i) It was proposed by Cllr D Fletcher and seconded by Cllr D Jones and **RESOLVED to APPROVE that the response by the parish council to the Regulation 19 Local Plan be that the parish council feel that they have been adequately consulted and that the preferred site included in the plan under Section 12. is capable of delivering the quota of housing stated for the parish.**
- ii) It was proposed by Cllr P Heywood and seconded by Cllr D Jones and **RESOLVED to APPROVE delegated authority to Cllrs Gregory, Hodges, Fletcher, Michelle Trow (Neighbourhood Plan Steering Group) and Clerk to consider the Parish Online Digital Mapping tool and arrange purchase of it for £152.00 per annum, if it was felt to be useful for parish business.**
- iii) It was proposed by Cllr C Sandells and seconded by Cllr R Evans and **RESOLVED to APPROVE delegated authority to the Neighbourhood Plan Steering Group**

and Clerk to approve the appointment of consultants to work with the steering group to draw up the draft Neighbourhood Plan. The group would also submit a bid to Locality for funding for the consultant's work.

- iv) There will be a Planning Committee meeting on zoom on Monday 1 March 2021.

#### 115.20 RETROSPECTIVE APPROVAL OF DECISIONS MADE SINCE LAST PARISH COUNCIL MEETING.

It was proposed by Cllr P Bradbury and seconded by Cllr N Lewis and **RESOLVED to APPROVE all decisions made under delegated authority to Cllrs Fletcher, Hignett, Evans and Clerk since the meeting held on 11<sup>th</sup> January 2021, as listed below:**

Date	Action	Comments	Cost
7/1/2021	Approval of cost of printing information flier for GNS/local information		£35
7/1/2021	Approval of February newsletter online and decision to be made about March edition in mid-February		Normal cost of printing newsletter
11/1/2021	Approval of end of year training for Clerk and Chair 9/2/2021 and 10/2/2021		£60
8/1/2021	Approval of Election Community Engagement training for Clerk, Chair and Cllr Bradbury 26/2/2021		£90
20/1/2021	Approval of cost of second print run of information flier for GNS/local information		£35

#### 116.20 STATUTORY BUSINESS AND FINANCE

a)Receipts for Unity main current account.

i)Savings account interest - **£3.64**

ii)Newsletter adverts - **£229.80**

iii)Rental and fit out charges from Shropshire Library Service - **£3113.15**

**NOTED.**

b)Payments for Approval for Unity main current account and Pavilion Lloyds account (including retrospective approval of all payments since last full council meeting on 11<sup>th</sup> January 2021).

It was proposed by Cllr S Lockwood and seconded by Cllr A Hodges and:

**RESOLVED: That the below payments are APPROVED for payment and the bank signatories INSTRUCTED to sign the Cheques/authorise payments online.**

Unity main parish council account:

Supplier/Payee	Service	Net	VAT	Gross	Cheque No
Veolia	Refuse collection (Pavilion) 01/12/2020 - 31/12/2020	36.96	7.39	<b>44.35</b>	<b>DD</b>
Parish Clerk	Salary February 2021	1897.18	0.00	<b>1897.18</b>	<b>B/P481</b>

Anna Lawson	Salary February 2021	903.00	0.00	<b>903.00</b>	<b>B/P482</b>
Shropshire Council	Pension payment for Clerk/Anna Lawson February 2021	960.87	0.00	<b>960.87</b>	<b>B/P483</b>
M.I & T.E.M Pritchard	Grounds maintenance January 2021	193.33	38.67	<b>232.00</b>	<b>B/P484</b>
Parish Clerk	Expenses 11/01/2021-07/02/2021	52.81	0.00	<b>52.81</b>	<b>B/P485</b>
Anna Lawson	Expenses 11/01/2021-07/02/2021	20.16	0.00	<b>20.16</b>	<b>B/P486</b>
Evelyn Griffiths	Cleaning public toilets January 2021	200.00	0.00	<b>200.00</b>	<b>B/P487</b>
SLCC	advert for Deputy Clerk - SLCC website and bulletin	205.00	41.00	<b>246.00</b>	<b>B/P488</b>
Midland News Association	advert for Deputy Clerk - Shropshire Star	119.50	23.90	<b>143.40</b>	<b>B/P489</b>
Community Good Neighbours Scheme Pontesbury & Rea Valley	transfer of remaining COVID grant to GNS Hardship Fund	276.00	0.00	<b>276.00</b>	<b>B/P490</b>
Jonathan Walton	reimbursement for litter pickers	14.90	0.00	<b>14.90</b>	<b>B/P491</b>
Shropshire Design & Print Solutions Ltd	Additional COVID signs for play area	36.9	7.38	<b>44.28</b>	<b>B/P492</b>
Lawrence Direct	Local information fliers and stationery	62.73	12.55	<b>75.28</b>	<b>B/P493</b>
	<b>Total</b>			<b>5,065.88</b>	

#### Lloyds Pavilion Account:

Supplier/Payee	Service	Net	VAT	Gross	Cheque No
Shropshire Council	Business rates February 2021	1446.00	0.00	<b>1446.00</b>	<b>PB/P 45</b>
E-ON	Gas bill - 28/11/2020-28/12/2020	107.52	5.38	<b>112.90</b>	<b>DD</b>
E-ON	Electricity bill - 28/11/2020-28/12/2020	45.04	2.25	<b>47.29</b>	<b>DD</b>
Shropshire Council - Property Services Group	Fire alarm panel testing and PAT testing - PSG	160.25	32.05	<b>192.3</b>	<b>PB/P46</b>
	<b>Total</b>			<b>1,798.49</b>	

c) It was proposed by Cllr D Jones and seconded by Cllr D Gregory and **RESOLVED to APPROVE the reviewed Electronic Banking Policy as prepared by Clerk and to continue to use internet banking for all accounts for 2021-22.**

d) It was proposed by Cllr P Heywood and seconded by Cllr N Lewis and **RESOLVED to APPROVE the transfer of the remaining £276 COVID grants received by the parish council to the Community Good Neighbours Scheme Pontesbury and Rea Valley for their hardship fund.**

e) It was proposed by Cllr P Bradbury and seconded by Cllr N Hignett and **RESOLVED to APPROVE using John Henry from JDH Business Services as Data Protection Officer for 2021-22.**

**117.20 SHROPSHIRE COUNCIL COMMUNITY GOVERNANCE REVIEW** – this would be an agenda item for the March Full Parish Council meeting.

**118.20 PAVILION UPDATE** – Cllr D Fletcher gave a verbal update which was **NOTED** including:

i) It was proposed by Cllr D Jones and seconded by Cllr R Martinali and **RESOLVED to APPROVE** payment of £6125 to Shropshire Council Library Service as a contribution to library costs during 2020-21. Delegated authority to Clerk/Chair to write to Friends of Pontesbury Library to request their agreed contribution of £3500 towards the 2020-21 payment.

ii) It was proposed by Cllr P Heywood and seconded by Cllr S Lockwood and **RESOLVED to APPROVE** the Pavilion Fire Policy as recommended by the Pavilion Steering Group at their 14/01/2021 meeting.

iv) It was proposed by Cllr C Sandells and seconded by Cllr D Jones and **RESOLVED to APPROVE** the following:

- **Purchase of a smart TV (maximum budget of £899) and delegated authority for Clerk/Chair to work with Shroptech and FOPL to purchase and install it. FOPL would pay a contribution to cover the majority of the costs of the TV and all of the costs charged by Shroptech and an electrician to install and set it up. The TV would be owned and insured by the parish council and for use by the parish council, FOPL and local community groups hiring the building.**
- **A dedicated broadband connection for the parish council. An additional broadband line is needed as the current Fibre to Premises installed by Shropshire Library Service only allows a Public Wifi service which is severely limited and parish council staff are already experiencing problems using the Library Service free wifi. Delegated authority was agreed for Chair/Clerk to work with Shroptech to agree the best deal and arrange connection.**

iii) It was proposed by Cllr C Sandells and seconded by Cllr P Heywood and **RESOLVED to APPROVE** delegated authority to Cllrs Evans, Hignett, Fletcher, Lockwood and Clerk to obtain 3 quotes for insurance of the Pavilion for 2021-22 and to renew by 28<sup>th</sup> February 2021.

**119.20 PARISH COUNCIL HEALTH & SAFETY MATTERS** – It was proposed by Cllr P Bradbury and seconded by Cllr N Lewis and **RESOLVED to APPROVE** adoption of a **Health & Safety policy for parish council staff, buildings and activities as drawn up by Shropshire Council Health & Safety Officers in conjunction with Clerk.**

Clerk reported that concerns about how green and slippery the paving outside the Pavilion had become. The Building Assistant has now pressure washed and cleaned the area. The paving would be monitored in wet weather and an annual pressure wash has been added to the Pavilion Risk Assessment.

**120.20 DATE FOR WHOLE PARISH COUNCIL MEETING TO CONSIDER CIL MONIES** - this would be held after the Planning Committee meeting on 1 March 2021.

**121.20 CLERK'S REPORT**

A verbal report from the Parish Clerk on outstanding matters, and action taken, since the last Council meeting was received and **NOTED.**

**122.20 PARISH BUSINESS**

The following was reported at the meeting and the Clerk was asked to report to the responsible bodies

i) Cllr N Hignett reported that he was waiting for an update on the designs for the junction improvements on Hall Bank. The feasibility study for the bus park at Mary Webb should be completed soon and will be shared with the parish council and

school. It is hoped to schedule this for later in 2021 and use CIL Local Fund monies for the work.

ii) Cllrs Hignett and Fletcher had met with Shropshire Rural Housing and SC Highways Officers concerning the recent flooding and it is planned that flood alleviation measures will be included in the work on the junctions at the bottom of Hall Bank and then further measures later in the year including work further upstream to lessen the amount of water flowing into the village. John Bellis who is the Flooding Officer for SC will prepare a report on the Rea Valley and flooding which will be shared locally and with the local MP. Shropshire Rural Housing are actioning flood alleviation measures with their Mary Webb close properties.

iii) Cllr N Hignett reported that he had met with SC Flooding and Highways Officers about the flooding by the Horseshoes pub and in Asterley. These areas should be dealt with imminently. It was felt that the problems in Asterley were linked to issues with the Rea Valley floodplain and Cllr C Sandells would report the flooding issues to the Rea Valley Internal Board.

iv) Cllr D Gregory requested that a sub-committee on flooding issues be set up. Cllr R Martinali asked if appointing a snow warden could also be looked at. These matters would be put on the March meeting agenda.

v) Cllr R Evans would look into pollution concerns raised by Cllr R Martinali in the brook in Plealey.

vi) Cllr Sandells raised concerns about the proposals for closing the Shrewsbury central bus station. Clerk/Chair would write a letter of concern from the parish council.

vii) Cllr A Hodges reported that the flooding issue by Cruckton Hall School had been dealt with promptly by SC.

viii) Cllr D Jones would contact Minsterley PC to arrange for the bench to be made available to SC Highways officers to install it on the cycleway between the two parishes.

ix) Cllr R Evans reported that the community of Plealey and immediate area had reported poor broadband reception to Openreach. Openreach and the local community have worked together to take advantage of a scheme to bring Fibre to Premises to participating properties in Plealey, Little Plealey and some houses in Pontesford.

x) Clerk was asked to write and thank a local resident who has been digging out drains on the Habberley Road.

xi) Cllr D Fletcher reported that there have been problems with the public toilet doors in Pontesbury and that these will be repaired at some point in the next couple of weeks.

#### **123.20 POLICE MATTERS**

PC Ross Cookson was unable to attend the meeting. Cllr D Fletcher has requested reporting of crime figures by parish to be reinstated. Cllr C Sandells raised concerns about the increase in rural crime and farm thefts.

#### **124.20 DATE AND TIME OF NEXT MEETING**

Next meeting is the Annual Parish Meeting to be held via Zoom on Monday 8<sup>th</sup> March 2021 at 7pm. This will be followed by an Extraordinary Full Parish Council meeting.

The meeting ended at 8.30pm

Signed .....

Date .....

Chair