

PONTESBURY PARISH COUNCIL
Extraordinary Meeting of Council
Held via zoom video conference
At 7pm on Monday 12 October 2020

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 C Robinson, Cllr P Bradbury and Cllr P Heywood

IN ATTENDANCE: None

CLERK: Debbie Marais

38.20 APOLOGIES FOR ABSENCE - Cllr B Morris, Cllr J Pritchard,

39.20 DECLARATIONS OF INTEREST AND DISPENSATIONS - None

40.20 PUBLIC QUESTIONS AND COMMENTS None.

41.20 MINUTES OF COUNCIL - The minutes were submitted and circulated as read. It was proposed by Cllr R Evans and seconded by Cllr N Hignett and **RESOLVED that the minutes of the Extraordinary Council meeting held on 14th September 2020, be approved and signed as a correct record.**

42.20 SHROPSHIRE COUNCIL REPORT

Cllr R Evans gave a verbal report which was **NOTED** including;

i) Shropshire Council tree scheme giving 10,000 free trees to local organisations had closed after 24 hours with all trees given out

ii) Poles Coppice has been designated as a Local Nature Reserve

iii) An advisory speed of 20 miles per hour outside schools in Shropshire was opted for by Councillors. Councillors will also look at where Play Streets (closed to vehicles at certain times in the day) can be introduced

iv) A Shropshire Council response to the planning white paper was agreed

v) There are consultations taking place on strategies for leisure, Community & Rural Strategy and culture which can be found on the SC website

vi) There is a petition currently to keep the Clive statue in the square

vii) Andy Begly has been appointed as the new Chief Executive

viii) SC will give a response to the National Pavement Parking consultation

viv) The Coronavirus test & trace payments of £500 are now available to people who are told to self-isolate and are eligible. Clerk asked to put this in the November newsletter and on the parish council website.

43.20 PLANNING

i) Cllr A Hodges, Chairman of the Planning Committee, gave a verbal update which was **NOTED**. The parish council have given their support to all applications received which have all been for modest extensions or tree maintenance. Support has been given to SALC and MPs and a detailed response to NALC, on their responses to the planning white paper. There has been a detailed analysis of the 330 responses to the Neighbourhood Plan consultation.

ii) It was proposed by Cllr A Hodges and seconded by Cllr P Heywood and **RESOLVED to APPROVE delegated authority be given to Cllrs Hignett, Evans, Fletcher and Hodges to update the Place Plan.**

iv) The Environmental Maintenance Grant 2020-21 could be used in relation to the unadopted land off Birch Row

v) Right Home Right Place report for the parish can be found on the parish council website.

44.20 STATUTORY BUSINESS AND FINANCE

a)Receipts for Unity main current account.

ii)Savings account interest - £3.52

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 13 July 2020).

It was proposed by Cllr P Bradbury and seconded by Cllr N Hignett 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
Transfer to Lloyds Pavilion account	Transfer of VAT refund pertaining to Pavilion payments for 2019-20	6,454.71	0.00	6,454.71	
SSE Southern Electricity	qtr 2 2020-21 electricity, public toilets	95.42	4.77	100.19	DD
SSE Swalec	Qtr 2 2020-21 electricity, School Green Streetlights	69.58	3.47	73.05	DD
Came and Company	Parish Council insurance 1/10/2020 - 30/09/2020	1925.96	0.00	1925.96	B/P 407
Volunteers helping neighbours	reimbursement for face masks	44.75	0.99	45.74	B/P 408
Volunteers helping neighbours	reimbursement for food shopping for foodboxes (from Shrewsbury hub funding)	413.83	0.00	413.83	B/P 409
Veolia	Refuse collection (Pavilion) 01/08/2020 - 31/08/2020	20.37	0.00	20.37	DD
Parish Clerk	Salary October 2020 (including payment in lieu of A/L)	2693.83	0.00	2693.83	B/P 410
Anna Lawson	Salary October 2020	718.00	0.00	718.00	B/P 411
Shropshire Council	Pension payment for Clerk/Anna Lawson October 2020	960.87	0.00	960.87	B/P 412
M.I & T.E.M Pritchard	Grounds maintenance September 2020	193.33	38.67	232.00	B/P 413
Evelyn Griffiths	Cleaning public toilets September 2020	200.00	0.00	200.00	B/P 414
Lawrence Direct	Various stationery and printing of information flier	40.57	8.11	48.68	B/P 415
Parish Clerk	reimbursement for guillotine	28.59	5.72	34.31	B/P 416
Mrs J Sandells	Bus shelter cleaning July - September 2020	170.00	0.00	170.00	B/P 417
SALC	Community funding training 30/7/2020	30.00	0.00	30.00	B/P 418
Parish Clerk	Expenses 14/09/2020 - 11/10/2020	129.22	0.00	129.22	B/P 419

Border Janitorial Supplies	Toilet rolls and disposable gloves for public toilets/cleaner	75.40	11.78	87.18	B/P 420
Gillian Bailey	finance support to set up new accounting software/data entry	325.00	0.00	325.00	B/P 421
Mrs D M Hughes	Bus shelter cleaning July - September 2020	85.00	0.00	85.00	300060
Mr W G Manley	Bus shelter cleaning July - September 2020	350.00	0.00	350.00	300061

	Total			15,097.94	
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Lloyds Pavilion Account:

Supplier/Payee	Service	Net	VAT	Gross	Cheque No
E-ON	Electricity bill 02/08/2020-30/08/2020	322.73	64.55	387.28	DD
E-ON	Gas bill - 22/07/2020-30/08/2020	13.86	0.69	14.55	DD
Parish Clerk	Reimbursement for office desk, chair and lockable cabinet	258.11	51.63	309.74	PB/P36
Shropshire Council	Business rates October 2020	1808	0.00	1808	PB/P37
Border Janitorial supplies	Nappy and hygiene emptying	20	4.00	24	PB/P38
Border Janitorial supplies	Additional sanitising materials	32.24	6.45	38.69	PB/P39
	Total			2,582.26	

c) It was proposed by Cllr A Hodges and seconded by Cllr D Gregory and **RESOLVED to APPROVE £90 for SALC budget setting training for Cllrs Fletcher and Bradbury and Clerk and £30 for SALC Risk Assessment training for Clerk**

d) Quarter 2 2020-21 budget monitoring report and bank reconciliation prepared by Clerk were **NOTED**.

45.20 RETROSPECTIVE APPROVAL OF DECISIONS MADE SINCE LAST PARISH COUNCIL MEETING.

It was proposed by Cllr P Heywood and seconded by Cllr P Bradbury and **RESOLVED to APPROVE all decisions made under delegated authority to Cllrs Fletcher, Hignett, Evans and Clerk since the meeting held on 14 September 2020, as listed below:**

Date	Action	Comments	Cost
11/09/2020	Pay for Allan to attend planning training		£38.93
11/09/2020	Approve transfer of VAT relating to Pavilion to Lloyds account		£6454.71
14/09/2020	Debt advice sessions in Pavilion		No cost to PPC
17/09/2020	Play area report and costings		£2990 under delegated authority agreed 14/09/2020

18/09/2020	Continuation with JDH as Internal Auditor		Fee already covered in 2020-21 budget
14/09/2020	Desk and chair for Building Assistant and lockable cabinet		£309
17/09/2020	Procurement training 3/12/2020 for Clerk		£30
23/09/2020	Managing change training 28/10/2020 for Clerk and Chair		£40

46.20 PAVILION UPDATE – Cllr D Fletcher gave a verbal update which was **NOTED**.

i) It was proposed by Cllr R Evans and seconded by Cllr S Lockwood and **RESOLVED to APPROVE the continuation of the Shropshire Council/Shropshire Library Service cautious approach to use inside/outside of the building with a maximum of 6 members of the public using the building at any one time. This would be reviewed by the Pavilion Steering Group in January 2021.**

47.20 CLIMATE EMERGENCY ACTION GROUP UPDATE – Cllr D Fletcher gave a verbal update which was **NOTED**. Cllrs Fletcher and Lewis would meet with the Chair of the CEAG to discuss wildflower meadows and tree planting and report back to the November full council meeting.

48.20 HOPE HOUSE FUNDING REQUEST - It was proposed by Cllr D Gregory and seconded by Cllr D Jones and **RESOLVED that Clerk would write to Hope House explaining that the request does not meet the criteria of the parish council Community Grant Policy for funding of local community organisations and suggest that Hope House write an article requesting funding from individuals to be put in the village newsletter.**

49.20 APPROVAL OF PONTESBURY CHARITY TRUSTEE – it was proposed by Cllr N Lewis and seconded by Cllr R Evans and **RESOLVED to APPROVE the appointment of the Wendy Sheffield as the Nominative Trustee. Clerk to request further information about the work of the charity.**

50.20 DIVESTING IN FOSSIL FUELS FOR SHROPSHIRE COUNCIL PENSION FUND – It was proposed by Cllr N Hignett and seconded by Cllr C Robinson and **RESOLVED to APPROVE the following;**
Pontesbury Parish Council is minded to support Shropshire Council in contacting the trustees of the fund and entrusting them to make the best possible decision about the proper investments for the fund in the light of the current climate emergency.

51.20 NATIONAL PAVEMENT PARKING CONSULTATION - this matter would be deferred to the November full council meeting for discussion by councillors.

52.20 WHAT3WORDS CAMPAIGN – Councillors were happy for this campaign to be promoted through the village newsletter and parish council/Pavilion websites.

53.20 MIGRATION OF PARISH COUNCIL EMAILS – Clerk to contact councillors to arrange appointments for the migration to be carried out.

54.20 COUNCILLOR TRAINING WITH KIM BEDFORD – It was proposed by Cllr D Fletcher and seconded by Cllr P Bradbury and **RESOLVED to APPROVE the training and Clerk would email councillors with potential dates/times.**

55.20 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.**

56.20 PARISH BUSINESS

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

- i) fly-tipping at Cruckton bridge – Cllr A Hodges had reported this to Shropshire Council and was assured that this would be removed.
- ii) Bench purchased for Cruckmeole bus stop – alternative locations being explored due to the safety issues of installing it at the bus stop
- iii) Hare & Hounds – Cllr R Evans is chasing this with SC planning officers
- iv) Cllr N Hignett has asked for an update from SC Highways on the improvements to the road junctions at the top and bottom of Hall Bank and will update parish councillors
- v) Serious safety concerns outside schools at school drop-off point. Not as many pupils are using the Minsterley to Pontesbury cycleway as expected – this and COVID have led to an increase in pupils being dropped off by car. Cllr N Hignett is working with Highways, local policing team and schools to look at various options to solve the issues. Cllrs Hignett, Fletcher and Gregory would meet at the school at drop-off time to assess the situation.
- vi) Costings for the bus park at Mary Webb are being sought. Cllr N Hignett will update parish councillors. Cllr D Fletcher thanked Cllr N Hignett for all his work on this and v). Cllr N Hignett would liaise with and update school governing boards.
- vii) In Pound Lane when the surface was gritted a roadside drain was covered which has been reported
- viii) Cllr N Hignett has received a written apology from SC Streetscene about the lengthy disruption to Grove Lane
- ix) Stuart Tomlins from Snailbeach Mines has requested that a mine truck be moved from Westbury to Asterley. Mr Tomlins would be asked to send further information to Cllr D Fletcher/Clerk.

57.20 DATE AND TIME OF NEXT MEETING

Next meeting to be held via Zoom on Monday 9th November at 7pm.

The meeting ended at 21.18pm

Signed

Date

Chair