

PONTESBURY PARISH COUNCIL
Meeting of Council
Held at Habberley Village Hall
At 7.30pm on Monday 8th July 2019

PRESENT

Cllr D Fletcher (Chairman), Cllr J Pritchard (Vice-Chairman), Cllr R Evans, Cllr N Hignett, Cllr A Hodges, Cllr S Lockwood, Cllr R Martinali, Cllr B Morris, Cllr P Heywood, Cllr D Jones, Cllr P Bradbury, Cllr C Sandells, Cllr C Robinson

IN ATTENDANCE: None

CLERK: Debbie Marais

one member of the public was present.

53.19 APOLOGIES FOR ABSENCE

Cllr D Gregory, Cllr N Lewis for personal reasons

54.19 DECLARATIONS OF INTEREST AND DISPENSATIONS - None

55.19 PUBLIC QUESTIONS AND COMMENTS None.

56.19 MINUTES OF COUNCIL

The minutes were submitted and circulated as read. It was proposed by Cllr P Heywood and seconded by Cllr B Morris and **RESOLVED that the minutes of the Council meeting held on 10th June 2019 be approved and signed as a correct record.**

57.19 POLICE MATTERS

The June SNT newsletter had been circulated to Councillors and was **NOTED**. PC Ross Cookson had reported to Clerk that the security cameras were now in place at the play area. The following issues were raised and Clerk to report them to local policing team;

- i) More graffiti at the play area
- ii) Break -in reported on a farm in Cruckmeole
- iii) Clerk asked to write to Inspector Ali requesting that the Ringmaster system be reinstated whereby local businesses are contacted if criminal activity is taking place in the locality.

58.19 CPRE GREEN CLEAN PROJECT

Connor Furnival, Vice-Chair CPRE Shropshire, was in attendance at the meeting and gave a verbal report about the Green Clean project which is a national litter picking initiative. It was proposed by Cllr P Bradbury and seconded by Cllr B Morris and **RESOLVED to APPROVE the following;**

- **A joint Rae Valley litter picking event, working jointly with Minsterley Parish Council would take place in September 2019. This event would be the flagship event for CPRE Shropshire and they would promote, insure and provide equipment for the litter pickers**
- **Delegated authority to Cllr N Hignett, Cllr S Lockwood, Cllr D Jones, Cllr D Fletcher and Clerk to choose a date and location for the litter picking, liaising closely with Minsterley Parish Council and CPRE.**

59.19 STATUTORY BUSINESS/FINANCE

a) **Receipts**

i) Newsletter advert receipts - **£199.00**

ii) Savings account interest - **£42.03** **NOTED.**

b) **Payments for Approval**

It was proposed by Cllr N Hignett and seconded by Cllr R Martinali and:

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

Supplier/Payee	Service	Net	VAT	Gross	Cheque No
Pontesbury Sports Assn.	Grant for mowers	1500.00	0.00	1,500.00	B/P 174
Evelyn Griffiths	Public toilets cleaning and toilet rolls - June 2019	202.29	0.00	202.29	B/P175
MI & TEM Pritchard	Ground maintenance May 2019	193.33	38.67	232.00	B/P176
Parish Clerk	Expenses - 10 June - 7 July 2019	149.90	0.00	149.90	B/P177
Parish Clerk	Salary for July 2019 (payable 19/07/19)	1421.52	0.00	1,421.52	B/P178
Shropshire Council	Pension payment for Clerk July 2019	437.49	0.00	437.49	B/P179
Creative Digital	July 2019 newsletter	330.00	0.00	330.00	B/P180
Creative Digital	Printing of banner and display board for community hub public meeting	178.00	35.60	213.60	B/P181
SDH Accounting	Training on reserves and end of year accounting	50.00	0.00	50.00	B/P182
SALC	Planning and CIL training for Clerk 7/6/19	27.00	0.00	27.00	B/P183
Lawrence Direct	various stationery/printing June 2019	26.77	5.35	32.12	B/P184
Cruckton Village Hall	Room hire 10/06/19 full council meeting	25.00	0.00	25.00	B/P185
Highline Elec.	Repairs for June 2019	377.00	75.40	452.40	B/P186
Unity Bank	Bank Charges Qtr 1 2019-20	18.00	0.00	18.00	DD
Pontesbury Public Hall	Room hire 03/06/19, 13/06/19	105.00	0.00	105.00	300033
	Total			5,196.32	

- c) It was proposed by Cllr P Bradbury and seconded by Cllr P Heywood and **RESOLVED to APPROVE £84 for Quotes, tenders and contract management training for Clerk with Wem Town Council. 17/9/19**
- d) Request for contribution towards bench on Minsterley/Pontesbury cycleway. It was proposed by Cllr J Pritchard and seconded by Cllr P Bradbury and **RESOLVED to APPROVE that a contribution of £200 be made towards the cost of siting the bench. Clerk and Cllr D Jones to liaise with Shropshire Council Highways to organise a site visit to take this forward and to cost the project. Bench is in Pontesbury Parish and would be added to Pontesbury Parish Council asset register to be maintained thereafter.**
- e) Parish noticeboard for Pound Lane. This matter was deferred to the September meeting. Cllr R Martinali and Cllr P Heywood would liaise with Clerk about this matter.
- f) Budget Monitoring report and full Bank Reconciliation for Quarter 1 2019-20, as prepared by Clerk were **NOTED.**

60.19 STREETLIGHT WORKING GROUP UPDATE

An update from the Streetlight Working Group meeting on 19 June was received. It was proposed by Cllr P Heywood and seconded by Cllr B Morris and **RESOLVED to APPROVE the following recommendations from the group;**

1. To use the overpayment (£2150.50) made to Highline to cover the costs of the condition report/electrical testing of 100% of Pontesbury Parish Council streetlights and renumbering stickers for all lights. Total cost for report and renumbering = £1408.40. Highline to renumber all lights before September 2019.
2. Highline to identify essential work to be done (lanterns/brackets) from condition report to set against the remaining £742.10 and report to Clerk when work done.
3. From the condition inspection and electrical testing, Highline have identified a number of poles/lanterns that need immediate attention. Recommendation that Highline send costings to replace these lanterns with LED/new poles to Streetlight Working Group for consideration and that Streetlight Working group make recommendation to full council at September meeting.
4. Pontesbury Parish Council consider moving to a Report Only agreement with Highline. Recommendation that Streetlight Working group consider the charges and report back to full council at September 2019 meeting. Report Only agreement to be reviewed in March 2020.

61.19 PONTESBURY ROAD IMPROVEMENTS

Cllr N Hignett gave a verbal update which was **NOTED**. The Expression of Interest by Pontesbury Parish Council for CIL Local funding, towards the junction improvements at the bottom of Hall Bank, has been approved. The next step is for the parish council to complete a technical check form which asks for more additional information about the work. Shropshire Council Highways department are preparing a detailed works specification which will provide more accurate costings. Cllr N Hignett will request that Pontesbury Parish Council are fully involved at all stages of the project planning and implementation. Cllr D Jones requested that white lines be put in front of dropped kerbs on Main Road in the village, as he had received complaints from residents needing to cross at these points and were obstructed by parked cars.

62.19 ELECTRONIC BANKING/FREEDOM OF INFORMATION POLICIES FOR 2019

It was proposed by Cllr N Hignett and seconded by Cllr P Bradbury and **RESOLVED to APPROVE the adoption of the Electronic Banking policy as updated by Clerk and the Freedom of Information publication scheme, with no changes**. Both can be viewed on the parish council website www.pontesburypc.org.uk.

63.19 DOG FOULING – PLAN OF ACTION

It was proposed by Cllr S Lockwood and seconded by Cllr P Bradbury and **RESOLVED to APPROVE the following plan of action in order to reduce the amount of dog fouling in the play area;**

1. Delegated authority to Clerk to have signs made (with guidance from Shropshire Council dog warden on wording) stating;
 - Penalties for owners in cases of reported dog fouling
 - Dogs being kept out of the fenced junior play area
 - Dogs being kept on leads throughout the play area and BMX track
 With a maximum budget of £300 for signs and for the fixing of signs around the area.

2. **Clerk to write an article asking for dog owners to behave responsibly regarding these matters, to be placed in the village newsletter in the September edition**
3. **Delegated authority to Cllr D Fletcher, Cllr S Lockwood, Cllr P Bradbury and Clerk to work with interested local resident and discuss other ideas for campaign.**

64.19 POLICE & CRIME COMMISSIONERS SURVEY FOR TOWN & PARISH COUNCILS

It was proposed by Cllr P Heywood and seconded by Cllr N Hignett and **RESOLVED to APPROVE delegated authority to Cllr D Fletcher, Cllr J Pritchard and Clerk to complete the survey on behalf of Pontesbury Parish Council.**

65.19 SHROPSHIRE COUNCIL REPORT

Cllr R Evans gave a verbal report to the parish council which was **NOTED**. The report included the following items in relation to Shropshire Council:

- Proposals to alter Park & Ride fares. Some parts are to be further investigated
- CIL proposals. Discussions are still in progress. A further meeting of Shropshire Councillors was held on Friday. The recent scheduled meeting with SALC and Parish Representatives was cancelled and has been re-scheduled for mid-August.
- The consultation on the Ironbridge and other strategic sites has just started.
- Parking charges and the geographic areas that were covered was recently discussed at a Scrutiny meeting. Officers proposals were passed by a majority of those present. The final report was discussed at last Wednesday's cabinet.
- The first meeting of the task and finish group to look at climate change has finally been held, 6 months after councils request for one to be formed and meet.
- Discussion concerning the adoption of 20mph limits in rural areas continue, but are being resisted by some councillors.
- Youth services - a task and finish group has been formed and is due to meet soon.
- Highways. A number of elected members have expressed concern over the ability of Kier to carry out the work required of them especially in the light of announced redundancies.

Cllr J Pritchard asked what steps are being taken to examine Kier's activities to see if there has been a breach of their contract. Questions will be asked at the next full council meeting of Shropshire Council.

66.19 PLANNING COMMITTEE

i) The minutes from planning committee meetings held on 3rd and 13th June 2019 were received and **ADOPTED**.

ii) Cllr A Hodges, Chairman of the Planning Committee, gave a verbal update which was **NOTED**.

iii) The draft Pontesbury and Minsterley Place Plan which had been circulated to all councillors was **NOTED**. It was proposed by Cllr R Evans and seconded by Cllr P Bradbury and **RESOLVED to APPROVE the following comments be forwarded to Place Plan Officer to add to the Place Plan projects:**

- a) Cruckton village hall added to the list of village halls

- b) Further consultation of local businesses and residents about introduction of the following measures to increase pedestrian safety in and around Cruckton/Cruckmeole;
- 20mph limit around St Thomas & St Anne's School working with local police team
 - Quiet Lane designation for Pound Lane
 - Speed reduction along Cruckmeole to Cruckton road and/or designation of 'no HGV traffic other than for deliveries', along this route through the village

Potential funding sources would be CIL monies from the Cruckmeole Meadows development.

iv) It was proposed by Cllr N Hignett and seconded by Cllr J Pritchard and **RESOLVED to APPROVE delegated authority to Planning Committee to submit a parish council response to the Shropshire Council Strategic Sites consultation by 9 September 2019.**

v) Cllr A Hodges gave a verbal update on the draft Pontesbury Parish Neighbourhood Plan objectives which was **NOTED**. It was suggested that the Neighbourhood Plan should include a policy that any new development should include electric car charging points.

67.19 PONTESBURY.INFO WEBSITE

It was proposed by Cllr J Pritchard and seconded by Cllr N Hignett and **RESOLVED to APPROVE that the website would be withdrawn. Clerk would investigate moving the public hall booking calendar to the parish council website.**

68.19 COMMUNITY HUB/PONTESBURY LIBRARY UPDATE

i) A verbal report was received from Cllr D Fletcher and **NOTED**. Initial discussions have taken place about a proposal by West Mercia police to relocate the Safer Neighbourhood Policing team within part of the community hub building. At the public meeting on 13/6/19, some residents had raised concerns that the police team using a room within the community building may restrict community use of the building and deter some members of the community from using the building, in particular young people. Parish councillors discussed the matter and the importance of safeguarding a police presence within the parish for the future.

ii) It was proposed by Cllr J Pritchard and seconded by Cllr C Sandells and **RESOLVED to APPROVE further discussions & negotiations with West Mercia Police.**

iii) It was proposed by Cllr D Jones and seconded by Cllr P Bradbury and **RESOLVED to APPROVE delegated authority to Cllr N Hignett, Cllr D Fletcher and Cllr R Evans to liaise with West Mercia Police, and Clerk to minute meetings.**

iv) It was proposed by Cllr J Pritchard and seconded by Cllr P Heywood and **RESOLVED to APPROVE delegated authority to Cllr N Hignett, Cllr D Fletcher and Cllr R Evans to liaise with Shropshire Library Service to draft legal agreements and negotiate levels of financial support for the library when it moves to the community hub building and to report back to full council.**

v) It was proposed by Cllr R Evans and seconded by Cllr D Jones and **RESOLVED to APPROVE delegated authority to Clerk to approach solicitors for estimates of undertaking any lease agreements with Shropshire Library Service & West Mercia Police and to report to full council.**

69.19 CHAIRMAN'S COMMUNICATION AND CORRESPONDENCE

The following correspondence was received and noted.

From	Subject and summary information
SALC	<ul style="list-style-type: none">• Area committee meeting 11/7/19 Agenda• June information bulletin• CIL EoI update• SC Highways and transport restructure update• Shropshire Care closer to home newsletter•
Rural Services	<ul style="list-style-type: none">• June/july rural bulletins
Police/OPCC	<ul style="list-style-type: none">• June SNT newsletter• June PCC newsletter
Resident	<ul style="list-style-type: none">• Feedback following newsletter article about verge cutting
Mary Webb School	<ul style="list-style-type: none">• Request for governors – added to Pontesbury Parish Council website
Pontesbury Sports Association	<ul style="list-style-type: none">• Thank you for grant
Shropshire Homes	<ul style="list-style-type: none">• Request for Pontesbury Parish Council to sign S104 agreement

Clerk asked for clarification about who should sign S104 agreement. Cllr N Hignett and Cllr D Fletcher authorised to sign such documents.

70.19 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**.

- Clerk to liaise with Cllr D Jones about bench at Cruckmeole.
- Clerk to liaise with Minsterley PC about VAS for traffic calming.

71.19 PARISH BUSINESS

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

- i. People parking on the pavement and road by the medical centre and by the Plough.
- ii. Cllr N Hignett asked to investigate when work will recommence on new build at top of Hall Bank.

72.19 DATE AND TIME OF NEXT MEETING

7.30pm on 9th September 2019 at Mary Webb School.

The meeting ended at 9.26pm

Signed

Date

Chair