

PONTESBURY PARISH COUNCIL
Meeting of Council
Held at Mary Webb School
At 7.30pm on Monday 13th January 2020

PRESENT

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

IN ATTENDANCE: None

CLERK: Debbie Marais

Five members of the public were present.

180.19 APOLOGIES FOR ABSENCE - Cllr C Robinson

181.19 DECLARATIONS OF INTEREST AND DISPENSATIONS - None

182.19 PUBLIC QUESTIONS AND COMMENTS - None

183.19 MINUTES OF COUNCIL - The minutes were submitted and circulated as read. It was proposed by Cllr P Bradbury and seconded by Cllr J Pritchard and **RESOLVED that the minutes of the Council meetings held on 9th December 2019 be approved and signed as a correct record.**

184.19 UPDATE ON HALL BANK JUNCTION IMPROVEMENTS – Gemma Lawley Area Manager South for Shropshire Council Developing Highways team gave a presentation on the proposals for improvements to the junctions at the top and bottom of Hall Bank to improve pedestrian safety which will hopefully be carried out in summer 2020. Councillors will attend site visits and then feedback views to Shropshire Council. Cllr D Fletcher wished to thank Ms Lawley for her team’s hard work and her time in attending the meeting.

185.19 POLICE MATTERS – An update newsletter from the Safer Neighbourhood Team had been received and was **NOTED**.

186.19 SHROPSHIRE COUNCIL REPORT – Cllr N Hignett gave a verbal report which was **NOTED** including the following items;

- Climate change emergency – Shropshire Council voted in December to adopt a new Climate Change Strategy Framework and to commit to reaching carbon zero for Shropshire by 2030.
- LED street lighting – SC will convert all of its streetlights to LED over next 3 years, saving approximately £506,533 per annum in energy savings and £309,899 per annum in maintenance costs.
- A proposal to introduce 20mph limits outside schools and hospitals was approved by SC full council
- Place Plans – latest versions have been published
- SC Financial Strategy 2020/21- updated strategy to meet growing costs of adult social care and to cover the funding gap through new models of service delivery
- Highways – SC Leader has joined other Shire County leaders asking for a fair share of the Governments new pothole fund

Cllr J Pritchard proposed that a letter was sent to local MP to remind him of the disparity between urban and rural funding and the disadvantage experienced in rural areas.

Cllr N Hignett and Cllr R Evans were asked to request that the time for considering planning applications be reduced as delayed decision making is negatively impacting on local businesses.

187.19 PLANNING COMMITTEE

i) The minutes from planning committee meeting held on 2nd December 2019 were received and **ADOPTED**.

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

Cllr C Sandells left the room.

Cllr A Hodges reported on a refusal of permission for a local egg laying unit due to insufficient information in the form of specialist reports into the environmental impact locally.

Cllr C Sandells returned to the meeting.

188.19 STATUTORY BUSINESS/FINANCE

a) **Receipts for Unity main current account.**

i) Newsletter advert receipts - **£173.40**

ii) Savings account interest - **£69.07 NOTED**.

b) **Receipts for Lloyds Pavilion account.**

i) Lloyds compensation for administrative issues - **£424.00**

c) **Payments for Approval for Unity main current account**

It was proposed by Cllr J Pritchard and seconded by Cllr D Gregory 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
Evelyn Griffiths	Public toilets cleaning - December 2019	200.00	0.00	200.00	B/P258
Parish Clerk	Expenses -9 December 19 -12 January 2020	141.37	0.00	141.37	B/P259
Parish Clerk	Salary for January 2020 (payable 20/01/20)	1684.43	0.00	1,684.43	B/P260
Shropshire Council	Pension payment for Clerk January 2020	539.56	0.00	539.56	B/P261
Lawrence Direct	various stationery in Dec 2019	4.12	0.82	4.94	B/P262
MI & TEM Pritchard	Ground maintenance December 2019	193.33	38.67	232.00	B/P263
New Era Printing	December 2019 newsletter	330.00	0.00	330.00	B/P264
New Era Printing	January 2020 newsletter	330.00	0.00	330.00	B/P265
SLCC	2020 membership fee for Clerk	227.00	0.00	227.00	B/P266
Shropshire Council	Tree inspection & report 2019	350.00	70.00	420.00	B/P267
	Total			4,109.30	

d) It was proposed by Cllr J Pritchard and seconded by Cllr N Hignett and **RESOLVED to APPROVE the amended amount of £227 for SLCC membership for 2020 for Clerk**

e) It was proposed by Cllr N Lewis and seconded by Cllr J Pritchard and **RESOLVED to APPROVE maximum budget of £150 for new trolleys for newsletter volunteers. The councillors wished to thank the volunteers for the excellent job they do.**

f) The bank reconciliation for the Unity account for Quarter 3 2019-20 was received and **NOTED.**

g) The budget monitoring report for the Unity account for Quarter 3 2019-20 was received and **NOTED.**

h) It was proposed by Cllr R Evans and seconded by Cllr J Pritchard and **RESOLVED to APPROVE that the remaining monies (£17,347.20) agreed in the 2019-20 budget for the new community building (The Pavilion) be transferred to the new Lloyds account.**

i) It was proposed by Cllr D Gregory and seconded by Cllr P Heywood and **RESOLVED to APPROVE a maximum budget of £750 for the improvements to the footpath at the bottom of Hall Bank and to delegate authority to Cllr D Fletcher and Clerk to work with the P3 group to organise the repairs.**

j) **FINANCIAL BUDGET FOR 2020-21.** The Clerk presented members with an outline of expected expenditure for 2020-21 which was reviewed, including expenditure for the current and previous financial years. A budget recommendation prepared by the Finance and General Purposes Committee at the meeting on the 4th December 2019 was considered. Following a discussion it was proposed by Cllr J Pritchard and seconded by Cllr N Hignett and unanimously: **RESOLVED to approve the budget as circulated with the agenda and levy a precept of £100,000 and for Cllr D Fletcher to sign the precept request form for Shropshire Council.**

189.19 STREETLIGHT ACTION PLAN

It was proposed by Cllr D Gregory and seconded by Cllr R Evans and **RESOLVED to approve the following recommendations from the F&GP committee meeting held on 4/12/19:**

- Any streetlights that need repairing before April 2020 will be replaced with a LED lamp at a price of £200 per lamp. (estimated £11,000 left in budget to cover repairs, any surplus carried forward for streetlight LED replacement in 2020-21)
- Plan to replace 60 SOX lamps with LED units in 2020-21 and then remaining lights (approx. 50) in 2021-22. Specification for quotes to be drawn up in February 2020 by streetlight working group.
- Consider using CIL Neighbourhood Fund monies or reserves for 2020-21 for replacing 60 lights
- Budget £6,000 for maintenance to allow for any infrastructure that may need replacing and to replace any further SOX lamps that need repairing in 2020-21 with LED units.
- Budget £500 for annual visual survey in April 2020 to be done before decision about which 60 lights to be replaced with LED units, to ensure worst done first

190.19 COMMUNITY HUB 'THE PAVILION'/PONTESBURY LIBRARY UPDATE – A verbal report from Cllr D Fletcher was received and NOTED.

It was proposed by Cllr R Evans and seconded by Cllr D Jones and **RESOLVED to APPROVE following recommendations from the Personnel Committee meeting on 8th January 2020;**

- i) Advertising for Expressions of Interest for role of Cleaner and Building Assistant for The Pavilion with a closing date of 31/1/20.

- ii) Delegated authority to Personnel Committee to undertake initial discussions with candidates and then undertake the formal interview process and to report back to full council at the February meeting for agreement on appointment of staff.

The matter of considering quotes for Property/Health & Safety management of The Pavilion was deferred until the February full council meeting.

191.19 PLAN OF ACTION FOR ENVIRONMENTAL MAINTENANCE GRANT FOR 2019-20

It was proposed by Cllr J Pritchard and seconded by Cllr P Bradbury and **RESOLVED to APPROVE the costings for a new action plan for the 2019-20 grant and to delegate authority to Cllr A Hodges, Cllr D Fletcher, Cllr N Hignett, Cllr R Evans and Cllr D Jones to present the amended plan to Shropshire Council for agreement.**

192.19 CHAIRMAN'S COMMUNICATION AND CORRESPONDENCE

The following correspondence was received and noted.

From	Subject and summary information
SALC	<ul style="list-style-type: none"> • Place Plans update • Final council view on BT phone boxes review • News in brief including funding update • EMG information • Buckingham Palace garden party nominations • Shropshire Rural bus project newsletter
Police	<ul style="list-style-type: none"> • West Mercia Police budgeting consultation • SNT newsletter December 2019

It was proposed by Cllr J Pritchard to nominate Cllr D Fletcher for the Buckingham Palace garden party.

193.19 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**.

194.19 PARISH BUSINESS

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

- i. Light no.13 on Nil's View was out
- ii. Icy conditions on the Pontesbury – Minsterley cycleway. Currently the cycleway is not on the council's defined network. Clerk asked to write to highways to express concern about health and safety risk to Mary Webb pupils using the cycleway, if conditions are icy.
- iii. Station Rd sign, this has been reported.
- iv. Main Rd pavement - slip hazard due to bird faeces. Cllr N Hignett/Cllr D Fletcher to speak to residents
- v. Noticeboard at Pound Lane, ordered and paid for. Cllr R Martinali to submit receipt to Clerk. Request for noticeboard in Plealey as the current one is rotten. Request will be added to February agenda.
- vi. Potholes along Pound Lane – the repairs have washed away within a week. Cllr R Evans to follow up
- vii. Gulleys on Hall Bank and Main Rd need emptying as run-off is accumulating at the bus stop.
- viii. Streetlights at the top of Hall Bank out. Cllr N Hignett to follow up.
- ix. Cllr R Evans had instigated an enquiry about the lorry height indicator at Lea Cross
- x. Fluid is still coming out of the embankment opposite Whitwell Lane. Cllr D Gregory to email Severn Trent ref.no to Clerk. Cllr D Fletcher/Clerk to chase up.
- xi. Problems with contractors vehicles associated with development taking place in the parish. Matter to be added to the agenda for the February Planning Committee meeting.
- xii. Cruckton Hall School closure – Cllr R Evans/Cllr A Hodges gave an update

- xiii. Concern about the inadequacy of the junction off Hall Bank for the Co-op
- xiv. Concern about the bark on the pavements around the new Co-op causing slip hazard – Cllr D Fletcher has contacted Co-op about this matter and the problem with cyclists/pedestrians entering the site through gaps in the hedge along Hall Bank. Area is to be fenced off and hedges replanted. Bark to be dealt with.
- xv. VE celebrations – this issue has been raised at Friends of Pontesbury Library meeting to see if local groups would like to get involved. Plans for celebration to be added to February agenda.

195.19 EXCLUSION OF THE PUBLIC

It was proposed by Cllr J Pritchard and seconded by Cllr D Jones and **RESOLVED to APPROVE exclusion of the Press & Public on the grounds that the consideration of the following items may involve the likely disclosure of confidential information (s1(2) Public Bodies (Admission of Meetings) Act 1960).**

196.19 REVIEW OF CLERK’S HOURS AND SALARY

It was proposed by Cllr D Fletcher and seconded by Cllr J Pritchard and **RESOLVED to APPROVE the following recommendations from Finance and General Purposes Committee meeting on 4/12/19:**

- i) Clerk’s hours be increased to full-time for twelve months, initially, from 1 December 2019 in order to give 1 day per week (based at Pavilion) to oversee the opening/setting up of the new community hub building. The workload and hours to be reviewed by the Personnel Committee meeting in June 2020.
- ii) Clerk be awarded a 2 point pay scale rise from from 1 April 2020, in recognition of additional responsibilities associated with new community building (The Pavilion).

197.19 RECOMMENDATIONS FROM PERSONNEL COMMITTEE MEETING ON 8 JANUARY 2020

- i) It was proposed by Cllr R Evans and seconded by Cllr D Gregory and **RESOLVED to APPROVE payment of £250 for Clerk to re-register for Cilca qualification as workload has meant being unable to meet the deadline for completion.**
- ii) It was proposed by Cllr A Hodges and seconded by Cllr D Jones and **RESOLVED to APPROVE adoption of the new employer’s pension contributions set by Shropshire Council to take effect from April 2020.**

198.19 DATE AND TIME OF NEXT MEETING

7.30pm on 10th February 2020 at Mary Webb School.

The meeting ended at 9.20pm

Signed
Chair

Date