

**PONTESBURY PARISH COUNCIL**  
**Meeting of Council**  
**Held at Mary Webb School**  
**At 7.30pm on Monday 10<sup>th</sup> December 2018**

**PRESENT**

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

**IN ATTENDANCE:** None

**CLERK:** Debbie Marais

**Three members of the public were present.**

**240.18 APOLOGIES FOR ABSENCE**

Cllr S Picken, Cllr N Lewis

**241.18 DECLARATIONS OF INTEREST AND DISPENSATIONS**

Cllr C Sandells declared an interest in Item 7 Planning.

**242.18 PUBLIC QUESTIONS AND COMMENTS**

Mr R Jones asked what would be happening to the Silent Soldier Silhouette in the future. Item under Clerk's Report below.

**243.18 MINUTES OF COUNCIL**

The minutes were submitted and circulated as read. It was proposed by Cllr A Hodges and seconded by Cllr B Morris and **RESOLVED that the minutes of the Council meeting, held on 12<sup>th</sup> November 2018, be approved and signed as a correct record.**

**244.18 POLICE MATTERS**

Nothing to report.

**245.18 SHROPSHIRE COUNCIL MEMBER REPORT**

Cllr N Hignett gave a verbal report to the parish council covering the following items.

- Approximately 200 spaces have been removed from Raven Meadows Multi-storey car park for health and safety reasons.
- Shropshire Council had been named 'Best Council for Custom and Self-builders'.
- Community Enablement Team will finish on 31 March 2019. One option is for staff to apply for 6 Place Plan roles.
- Shropshire Council's predicted overspend for 2018-19 is between seven and eight million pounds due mainly to increased Adult and Children's services costs.
- Shropshire Council has received £7.5 million of additional government funding for highways' maintenance and improvements.
- Theatre Severn continues to perform well for Shropshire Council with this year's pantomime looking to beat all previous box office records.
- Cllr D Gregory asked Cllr N Hignett if he could look into the Parish Council being consulted on all new Minsterley Bus services as the latest changes show a lack of co-ordination.

**Cllr C Sandells left the room**

**246.18 PLANNING COMMITTEE**

i) The minutes from planning committee meeting held on 12<sup>th</sup> November 2018 were received and **ADOPTED**.

ii) Cllr A Hodges, Chairman of the Planning Committee, gave a verbal update which was **NOTED**. The Planning Committee had commented on 90 applications in the last twelve months which justifies the need for a separate Planning Committee. Cllr D Fletcher wished to record his thanks to Cllr A Hodges for all the hard work he carries out as Chair of the Planning Committee. Cllr A Hodges also reported that the Neighbourhood Plan Steering Group need more members of the public to join the group and have their say. The group hope to have a vision and aims for the Neighbourhood Plan available in January 2019.

iii) Cllr A Hodges reported that there is a vacancy on the Planning Committee. Cllr J Pritchard nominated Cllr N Hignett. It was proposed by Cllr J Pritchard and seconded by Cllr A Hodges and **RESOLVED that Cllr N Hignett become a member of the Planning Committee with immediate effect.**

### **Cllr C Sandells rejoined the meeting**

#### **247.18 SHROPSHIRE LOCAL PLAN REVIEW**

The response to the consultation on the Local Plan Review was deferred until the January Full Parish Council Meeting to allow for the public meeting to be held in the first week in January.

#### **248.18 AONB NATIONAL CONSULTATION**

It was proposed by Cllr A Hodges and seconded by Cllr D Gregory and **RESOLVED that the Parish Council response to the consultation would include the following points;**

- **It needs to be acknowledged that farmers and agriculture are at the heart of maintaining the landscape character which forms the AONB status**
- **The best way to enhance the landscape and vitality of farming communities is to provide greater funding for farmers to spend on environmental tasks, aesthetic buildings in order that they meet the AONB requirements e.g. hedge laying to keep the landscape character**
- **Farmers need to have greater representation on AONB management boards as custodians of the landscape and environment**
- **There needs to be less bureaucracy involved for farmers so that more time can be spent managing land and buildings**
- **Pontesbury Parish Council would prefer the existing planning consultation & decision making arrangements to continue**

#### **249.18 STATUTORY BUSINESS/FINANCE**

##### **a) Receipts**

- Newsletter advert receipts - **£419.45**
- VAT rebate **£3339.41**
- Nationwide Savings Account interest - **£29.60**

**NOTED**

##### **b) Payments for Approval**

It was proposed by Cllr J Pritchard and seconded by Cllr R Evans and: **RESOLVED That the below payments are APPROVED for payment and the bank signatories INSTRUCTED to sign the Cheques/authorise online bank payments**

Supplier/payee	Service	Net	Vat	Gross	Cheque No
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Pontesbury Broadplace	Grant for Broadplace broadband 2018-19	100.00	0.00	<b>100.00</b>	<b>B/P82</b>
Severn Agency Ltd	website hosting for Pontesbury.info	25.00	5.00	<b>30.00</b>	<b>B/P83</b>
Evelyn Griffiths	Public toilets cleaning & cleaning materials - November 2018	184.84	0.00	<b>184.84</b>	<b>B/P84</b>
Greenfingers Landscape Ltd	Ground maintenance November 2018	185.42	37.08	<b>222.50</b>	<b>B/P85</b>
Parish Clerk	Expenses - 12 November- 9 December 2018	218.48	0.00	<b>218.48</b>	<b>B/P86</b>
Parish Clerk	Salary for December 2018 (payable 20/12/18)	1355.83	0.00	<b>1,355.83</b>	<b>B/P87</b>
Highline Electrical Ltd.	Maintenance/repairs for Nov 18	285.50	57.10	<b>342.60</b>	<b>B/P88</b>
Shropshire Council	Pension payment for Clerk December 2018	423.22	0.00	<b>423.22</b>	<b>B/P89</b>
HMRC	Quarter 3 payment 2018-19 (Clerk and Chairman's allowance)	1266.25	0.00	<b>1,266.25</b>	<b>B/P90</b>
Creative Digital	December newsletter	330.00	0.00	<b>330.00</b>	<b>B/P91</b>
Lawrence Direct	various stationery	9.43	1.89	<b>11.32</b>	<b>B/P92</b>
SALC	Cilca session 2	65.00	0.00	<b>65.00</b>	<b>B/P93</b>
Shroptech	Councillor IT support - emails/encryption etc for GDPR	285.00	0.00	<b>285.00</b>	<b>B/P94</b>
Wood Matters	Play area tree maintenance - trim hedges	130.00	0.00	<b>130.00</b>	<b>B/P95</b>
Duncan Fletcher	Chairman's Allowance 2018-19	200.00	0.00	<b>200.00</b>	<b>300021</b>
Shropshire Council	Payment for Locality (Community Hub support)	800.00	0.00	<b>800.00</b>	<b>300022</b>
	<b>Total</b>			<b>5,835.04</b>	

c) It was proposed by Cllr N Hignett and seconded by Cllr R Evans and: **RESOLVED to APPROVE an additional £500 for the Neighbourhood Plan Steering Group administration costs**

d) It was proposed by Cllr J Pritchard and seconded by Cllr P Heywood and **RESOLVED to APPROVE £800 be paid to Locality for work done to support the development of the Community Hub Working Group.**

**250.18 CASUAL VACANCY NOTICE** – a verbal update was received from Clerk and **NOTED**. A by-election had not been called. A notice for Casual Vacancy co-option was circulated to be put up on Pontesbury Parish Council noticeboards, Pontesbury Parish Council website and in various venues in Pontesbury. The closing date for applications to be co-opted is 1 February 2019. A decision to co-opt would be made at February Full Council meeting.

#### **251.18 FEEDBACK FROM AND APPROVE RECOMMENDATIONS FROM F&GP MEETING ON 6 DECEMBER 2019**

A verbal report was received from Cllr D Fletcher and **NOTED**. It was proposed by Cllr R Evans and seconded by Cllr S Lockwood and **RESOLVED** to;

- a) **Delegate authority to Cllr D Fletcher, Cllr J Pritchard and Clerk to draft Pensions Policy for approval at January 2019 Full Council meeting.**
- b) **Approve following recommendations for additional insurance premium payments:**
  - i) **Pay additional premium of £84 to increase Key Person cover to match previous cover by Aviva**
  - ii) **Not insure play equipment against loss, theft or damage – liability for play equipment/BMX track is in place**
  - iii) **To continue with existing level of cover for streetlights**

#### **252.18 POLES COPPICE**

A verbal report of the site visit by Councillors with Edward Andrews (Shropshire Council) was received from Cllr D Fletcher and **NOTED**. Councillors were impressed by the increased access to the site and the botanical importance of the area. It was proposed by Cllr R Martinali and seconded by Cllr S Lockwood and **RESOLVED** to **pay £1500 to Shropshire Council, towards management of the site, for 2019-20.**

#### **253.18 PARISH TREE MAINTENANCE**

It was proposed by Cllr D Gregory and seconded by Cllr C Sandells and **RESOLVED** to **approve the following:**

- i) **Full Council to approve immediate works identified as Health & Safety priorities (listed below) be carried out by Wood Matters**  
**Immediate maintenance needed on School Green £620**  
**Immediate maintenance needed at play area (including elm down) £175**  
**Immediate work at sports area £300**

**Total: £1095 (monies available for tree maintenance under 2018-19 horticultural maintenance budget heading)**

- ii) **Clerk to obtain quotes for 3 year contract for annual tree inspection and rolling programme of maintenance for full council to consider at February 2019 meeting.**
- iii) **Cllr N Hignett to follow up permission from Shropshire Council Highways for tree work to be done at Linley Avenue.**

#### **254.18 REQUEST FOR BENCH AT CRUCKMEOLE**

Cllr A Hodges a verbal report that there was room at the bus stop for a two-seater bench, still allowing for hedge maintenance. Cllr C Sandells to send measurements to Clerk and Clerk to research costings for January 2019 Full Council meeting.

#### **255.18 FLOODING IN PONTESBURY.**

A verbal report following a meeting of concerned organisations was received from Cllr N Hignett and **NOTED**. A Flooding risk report and recommendations would be available for the

January 2019 Full Council meeting. Clerk was asked to request that Severnside clear their side of the brook again.

**256.18 COMMUNITY HUB BUILDING**

A verbal report on progress towards a group being set up to manage the community hub building and the results of the Shropshire Library consultation on moving the library to the community hub was received and **NOTED**. Cllr N Hignett had approached Shropshire Council again about road junction safety issues associated with the Hall Bank development. It is hoped that there will be a site visit with Shropshire Council Highways early in 2019.

**257.18 BIRCH ROW – UNADOPTED LAND** – Clerk had not had a response yet from Steve Brown from Shropshire Council Highways department. Clerk to request a response.

**258.18 ENVIRONMENTAL MAINTENANCE GRANTS** – It was proposed by Cllr B Morris and seconded by Cllr D Gregory and **RESOLVED that;**

**Delegated authority be given to Cllr R Evans, Cllr N Hignett, Cllr J Pritchard, Cllr D Fletcher and Clerk to submit the following application;**

- **Application for £1500 towards upgrading the footpath surface on the footpath alongside the old cricket field, between Hall Bank and the play area off Station Road**
- **Pontesbury Parish Council to contribute £2000**

**259.18 REPORTS FROM OTHER MEETINGS ATTENDED**

a) **TOWN AND PARISH COUNCIL FORUM/SALC AREA COMMITTEE;** A verbal report was received from Cllr D Fletcher and Cllr S Lockwood and **NOTED**. The report covered the following;

- i) Shropshire Local Plan review and the need to pay attention to the new Shropshire Council Exception Sites policy.
- ii) Police Commissioner grant fund. Cllr N Hignett proposed that an application could be made to this fund for a Vehicle Activated Sign for both ends of the village. Clerk to obtain costings for January Full Parish Council meeting.
- iii) Clerk asked to write to Shropshire Council to request site visit at earliest opportunity to look at streetlighting on Hall Bank; road junction improvements associated with Hall Bank development and unadopted land off Birch Row.

**260.18 CHAIRMAN’S COMMUNICATION AND CORRESPONDENCE**

The following correspondence was received and **NOTED**.

<b>From</b>	<b>Subject and summary information</b>
SALC	<ul style="list-style-type: none"> <li>• Police &amp; Crime Commissioner funding available for road safety schemes.</li> <li>• NALC November bulletin 2</li> <li>• Neighbourhood Fund briefing papers</li> </ul>
Police	<ul style="list-style-type: none"> <li>• Newsletter from John Campion</li> </ul>
Scope	<ul style="list-style-type: none"> <li>• Request for locations for Textile Recycling Banks in Pontesbury</li> </ul>
Shropshire Council	<ul style="list-style-type: none"> <li>• Carol Mills – removal of Plealey Chapel from the lists of Assets of Community Value</li> </ul>
Shropshire Homes	<ul style="list-style-type: none"> <li>• Request for Pontesbury Parish Council input on names for roads on Hall Bank (will be on January 2019 agenda)</li> </ul>

Pontesbury Broadplace	<ul style="list-style-type: none"> <li>• Thank you for grant given</li> </ul>
Rural Services	<ul style="list-style-type: none"> <li>• November rural bulletin</li> </ul>

- a) Clerk asked to invite Scope representative to future meeting to explore potential sites for textile bank e.g. play area off Station Road and matter to be put on January 2019 Full Parish Council meeting.

**261.18 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**. The following actions were requested;

- i) Clerk to contact Shropshire Council to ask for bus stop timetable sign at top of Hall Bank to be mended and up to date timetables to be put at all bus stops
- ii) Silent Soldier – a decision to be made about the future of the Silent Soldier silhouette to made at January 2019 Full Parish Council meeting
- iii) Refurbishment of War Memorial to be considered at January 2019 Full Parish Council meeting

**262.18 PARISH BUSINESS**

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

- i. Request road sweeper on Pound Lane especially at the Golf Club end towards Arscott
- ii. Drain opposite Plough Inn and the gulleys on Main Road/Bogey Lane are blocked again
- iii. Linley Avenue road sign opposite the cemetery has snapped off on both posts
- iv. Large potholes opposite Church Close in Cruckton
- v. Hare & Hounds causing considerable concern to local residents. Clerk asked to write to Rod Thomson, Shropshire Council reporting it as a site of concern and location of anti-social behaviour
- vi. Brick wall around the cemetery is falling down

**263.18 DATE AND TIME OF NEXT MEETING**

7.30pm on 14<sup>th</sup> January 2019 at Mary Webb School, Pontesbury  
The meeting ended at 9.15pm

**Signed** .....  
**Chair**

**Date** .....