

PONTESBURY PARISH COUNCIL
Meeting of Council
Held at Mary Webb School & Science College, Pontesbury
At 7.30pm on Monday 9th April 2018

PRESENT

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

IN ATTENDANCE: None

CLERK: Debbie Marais

Seven members of the public were present

62.18 APOLOGIES FOR ABSENCE

Cllr D Ryder, Cllr R Martinali

63.18 DECLARATIONS OF INTEREST AND DISPENSATIONS

None

64.18 MINUTES OF COUNCIL

The minutes were submitted and circulated as read. It was proposed by Cllr D Gregory and seconded by Cllr B Morris

65.18 PUBLIC QUESTIONS AND COMMENTS

None

66.18 PROVISION OF COMMUNITY DEFIBRILLATOR –Rob Lambie (Rea Valley First Responders) gave a brief update about Pontesbury’s defibrillator. The defibrillator needs to be registered with West Midlands Ambulance Service and given an ID code in order that people can tell WMAS their location, then it will be placed in the box. An agenda paper prepared by the Clerk was considered. Cllr D Fletcher wished to record his thanks to Rob Lambie and Richard Burdekin from Rea Valley First Responders for all their help and support in helping to set up this invaluable community resource.

It was RESOLVED that the Defibrillator box would be kept locked and the appointment of a Defibrillator Warden would be put on the May meeting agenda. This was proposed by Cllr D Gregory and seconded by Cllr B Morris. An article prepared by the Clerk would be put in the May Pontesbury Newsletter.

67.18 POLICE REPORT

PC Ross Cookson had hoped to attend the meeting but was unfortunately not able to.

68.18 SHROPSHIRE COUNCIL MEMBER REPORT

Cllr R Evans gave a verbal report which included information about the consultation about the Environmental Maintenance Grant. The Car Parking strategy had been to scrutiny and was now upheld. Shropshire Council are 17th from the bottom in terms of the gender gap. It has been proposed to reduce funding for Adult Services to the statutory minimum. There would be a consultation about whether or not to make this operational. Education Improvement Services will wind down to being withdrawn from the end of March 2019, this decision will be taken to Scrutiny. Youth funding will be below the original budget – Rea Valley and Loton grant has been protected. Parish Councillors are invited to meet a peer review team from another local authority who will be reviewing how Shropshire Council manages its resources. There is to be a rate revaluation of business rates with a view to being consulted on and then operational from April 2019. There is nothing to report on the Shrewsbury relief road. A review of how CIL is treated in the future will be going to cabinet in the next few weeks.

69.18 PLANNING COMMITTEE

The minutes from planning committee meeting held on 5th February 2018 and 5th March 2018 were received and **ADOPTED**.

Cllr A Hodges, Chairman of the Planning Committee, gave a verbal update which included information on the Pontesbury Neighbourhood Plan. The Planning Committee had resolved to take this forward by setting up a formal steering committee at a meeting later in the month. This steering group would seek delegated powers from the next full council meeting on 14th May 2018 and would hope to hold its first meeting in late May. There would be a future meeting for the community to remind residents about the process of creating a Neighbourhood Plan and how they could get involved.

The report was received and noted.

70.18 STATUTORY BUSINESS/FINANCE

a) Receipts

- i. Newsletter advert receipts - £714.65
- ii. Friends of Pontesbury Library donation –£2295.05

NOTED

b) Payments for Approval

It was proposed by Cllr S Picken 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.

Supplier/Payee	Service	Net	VAT	Gross	Cheque
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					No
Creative Digital	Newsletter printing April 2018	330.00	0.00	330.00	2945
Greenfingers Landscape Ltd	Ground maintenance	192.83	38.57	231.40	2946
Highline Electrical Ltd	Monthly maintenance Charge - March and repairs	586.00	117.20	703.20	2947
Highline Electrical Ltd	Visual survey as (minute 45.18, Feb 18 meeting)	456.00	92.10	547.20	2947
Sign & Poster Ltd	Signs for public toilets	44.45	8.89	53.34	2948
Mrs E. Griffiths	Public toilets cleaning- March 2018	180.00	0.00	180.00	2949
Ben Morris Electrical Ltd	Replacement lights for public toilets and fitting defib box	458.00	0.00	458.00	2950
SSE Southern Electric	Electricity for Public toilets Q4 2017-18	108.76	0.00	108.76	DD
Parish Clerk	Expenses 12 March - 8 April 2018	160.80	0.00	160.80	2951
Parish Clerk	Salary for April 2018 (payable 20/4/18)	1428.98	0.00	1,428.98	2952
SALC	Cilca 3 session 23 March 2018	65.00	0.00	65.00	2953
SALC/NALC	Affiliation fees 01/04/2018-31/3/2019	1036.13		1,036.13	2954
Shropshire Council	Business Rates for Public Toilets	516.00		516.00	2955
Information Solutions/Web Orchard	Community Hub website training	120.00	24.00	144.00	2956
Pontesbury Public Hall	Hire of Hall for meetings 5/3/18 +12/3/18	46.00		46.00	2957
	Total			6,008.81	

71.18 SALC AND NALC MEMBERSHIP RENEWAL 2018/19

Proposed by Cllr D Fletcher and seconded by Cllr N Lewis and

RESOLVED to approve the renewal fee of £1036.13 - Chq no 2954

72.18 COMMUNITY INFRASTRUCTURE LEVY

The meeting was advised that the Neighbourhood Fund allocation due to be paid in April 2018 is £5870.44 and this was formally **NOTED**. It was proposed by Cllr J Pritchard proposed and seconded by Cllr P Heywood and

RESOLVED to approve the completion of the Neighbourhood Fund – Annual Report form in accordance with National CIL Regulations.

73.18 GDPR UPDATE

The Parish Council considered a report about options to ensure compliance with GDPR. It was proposed by Cllr D Gregory and seconded by Cllr R Evans and

RESOLVED to appoint a GDPR working group to support The Clerk in working towards GDPR compliance and to report back to full council. The working group would be include Cllr D Fletcher, Cllr J Pritchard, Cllr S Lockwood and Clerk.

It was proposed by Cllr R Evans and seconded by Cllr C Sandells and

RESOLVED to appoint JDH Business Services as the Data Protection Officer for Pontesbury Parish Council. As part of the role of DPO, JDH Business Services would carry out a data inventory and prepare a GDPR action plan for compliance at a cost of £600 for 2018-19.

74.18 PLAY AREA INSPECTION REPORT AND WARDEN

The Council was asked to consider the need for a ROSPA inspection for the play area and BMX track to update the 2016 report. It was proposed by Cllr D Gregory and seconded by Cllr S Picken and

RESOLVED to instruct an immediate ROSPA inspection at a cost of £250.

The meeting was advised that there should be weekly visual inspections of the play area and BMX track and the request for a Play Area Warden to carry out these inspections was noted.

75.18 CILCA TRAINING SESSION 4.

It was proposed by Cllr J Pritchard and seconded by Cllr N Hignett and

RESOLVED to APPROVE the cost of £65 for SALC training course ‘CILCA session 4’

76.18 REPLACEMENT OF “SOX” STREET LIGHTS WITH LED

The meeting considered a request to set up a Streetlighting Working Group to progress this project. It was proposed by Cllr D Fletcher and seconded by Cllr R Evans and

RESOLVED to delegate authority to Clerk, Cllr B Morris, Cllr P Heywood, Cllr D Fletcher, Cllr R Evans and Cllr D Gregory to investigate this matter further and report back to full council at a future meeting.

77.18 FORESTRY COMMISSION CONSULTATION – The Council was asked to consider making a response to this consultation. Authority was delegated to Cllr J Pritchard and Cllr N Lewis to liaise with The Clerk and respond on behalf of Pontesbury Parish Council.

78.18 SILENT SOLDIER CAMPAIGN – The meeting considered whether to take part in this campaign. The decision was deferred until the next full council meeting. Cllr D Gregory, Cllr S Picken and Cllr D Fletcher would liaise to draw up a list of potential locations for a Silent Soldier.

79.18 HARE & HOUND – The meeting was advised that there were concerns about the deterioration of this heritage asset and littering around the site. Cllr A Hodges was thanked for raising this issue and The Clerk was asked to contact the Conservation Officer and Public Protection team at Shropshire Council to see what steps could be taken to stop further deterioration of this heritage asset.

80.18 OTHER REPORTS

1. Pontesbury Library Steering Group – a verbal report by Cllr D Fletcher was received and **NOTED**.

- i. It was proposed by Cllr D Gregory and seconded by Cllr S Picken and

RESOLVED to approve payment of Q 4. Invoice for Pontesbury Library from Shropshire Council for amount £2073.75 chq. No 2944.

Cllr R Evans wished to thank Cllr D Fletcher for all his help and hard work concerning Pontesbury Library.

- ii. It was proposed by Cllr R Evans and Cllr P Heywood and

RESOLVED to accept the plan for the internal layout of the community hub and Clerk to inform Shropshire Homes of this decision.

- iii. It was proposed by Cllr R Evans and seconded by Cllr P Heywood and

RESOLVED to set up a working group to look at the financial and legal implications for Pontesbury Parish Council of ownership of the community hub. This group would include Cllr N Hignett, Cllr A Hodges, Cllr R Evans, Cllr D Fletcher, Cllr D Gregory, Cllr P Heywood and Clerk.

2. SALC AGM – a verbal report by Cllr D Fletcher was received and **NOTED**.

3. TOWN & PARISH COUNCIL'S FORUM - a verbal report by Cllr D Fletcher was received and **NOTED**.

81.18 CHAIRMAN'S COMMUNICATION & CORRESPONDENCE RECEIVED

From	Subject and summary information
SALC	<ul style="list-style-type: none">• April SALC bulletin• PCC March update• Local Government Association – Corporate Peer Challenge• News from Shropshire CCG• SALC training update• New Integrated 0 – 19 public health nursing service press release• Consultation Gambling Act 2005 Policy Statement
Shropshire Council	<ul style="list-style-type: none">• Affordable Self-Build April Newsletter• Maria Howell (Housing Enabling and Development Officer) – notice of a meeting about community involvement in affordable housing• Mathew Mead (Community Enablement Officer) – information about Mayor's Fund for community events in June/July

82.18 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**.

83.18 PARISH BUSINESS

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

- i. Trees on Linley Avenue – concern that the situation had not been resolved. Cllr D Fletcher and Cllr N Hignett to go and speak to residents.
- ii. Reinstatement of streetlight on Brookside. Cllr D Fletcher would telephone Western Power.
- iii. Hole in footbridge on Whitwell Lane – health & safety risk. Clerk to chase.
- iv. Bus shelter notice top of Hall Bank – notice broken. Clerk to chase.
- v. Pound Lane and Grove Lane potholes – Cllr R Evans to chase
- vi. Bank on Pound Lane on the approach to the nasty bend opposite a bungalow called Bowcrest. The damage appears to have been done by heavy vehicles and tractors driving against the road edge which is banked – Cllr R Evans to chase
- vii. Water running down Cruckton Bank – Cllr R Evans to chase
- viii. Streetlight No. 5 on Brook Rd on in day – Clerk to report

84.18 DATE AND TIME OF NEXT MEETING

The next meeting will take place at 7.30pm on 14th May 2018 at Mary Webb School and Science College.

The meeting ended at 9.15pm

Signed
Chair

Date