

PONTESBURY PARISH COUNCIL
Meeting of Council
Held at Mary Webb School, Pontesbury
At 7.30pm on Monday 8th April 2019

PRESENT: Cllr D Fletcher (Chairman) Cllr J Pritchard (Vice-chairman), Cllr N Hignett (also Shropshire Councillor), Cllr D Gregory, Cllr R Martinali, Cllr S Lockwood, Cllr Peter Heywood, Cllr D Jones, Cllr C Sandells and Cllr B Morris, Cllr C Robinson.

CLERK: Debbie Marais

Three members of the public were present

314.18 APOLOGIES FOR ABSENCE

Cllr N Lewis, Cllr A Hodges, Cllr R Evans

315.18 DECLARATIONS OF INTEREST AND DISPENSATIONS

None

316.18 MINUTES OF COUNCIL

The minutes were submitted and circulated as read. Cllr B Morris wished to amend the minutes of the meeting on 11/3/19 to read that he was present and to remove names of previous councillors from the list. It was proposed by Cllr S Lockwood and seconded by Cllr B Morris and **RESOLVED that the minutes of the Council meeting, held on 11th March 2019, be approved and signed as a correct record to include the above amendments.**

317.18 PUBLIC QUESTIONS AND COMMENTS

A resident of Pontesbury raised the issue of parking outside Lunt's Chemists was affecting their business. Cllr N Hignett had met with Site Manager for Shropshire Homes to discuss this matter and would highlight the ongoing issues with Shropshire Homes.

A resident of Pontesbury raised the issue of road traffic accidents on the road between Pontesford Bridge and Plealey. Cllr N Hignett would raise the issue with the Shropshire Council Highways team.

318.18 POLICE MATTERS

Clerk to report both issues raised in Public Questions above, to the local policing team.

319.18 SHROPSHIRE COUNCIL MEMBER REPORT

Cllr N Hignett (Rea Valley ward) gave a verbal report including the following items;

- Shropshire Council has submitted two bids for funding from the 'Future of the High Streets Fund' for Shrewsbury and Oswestry.
- Heritage Infrastructure Fund – Shropshire Council has been awarded £9.32m for the improvements to the Mile End roundabout in Oswestry
- Strategic Highways – It has been confirmed that SC are to receive £54m towards the North West Relief Road. The total cost is £71m and completion date March 2024
- Potholes – SC had been awarded £1m from the Pothole Fund.

320.19 PLANNING COMMITTEE

i) The minutes from planning committee meetings held on 4th March & 1st April 2019 were received and **ADOPTED**.

ii) Cllr A Hodges, Chairman of the Planning Committee, had sent his apologies but wish to highlight the strong feelings of the Pontesbury Parish Council Planning Committee about the proposed changes to the Shropshire Council Planning Committee structure.

iii) Proposed changes to Shropshire Council Planning Committee – Cllr N Hignett reported that there were ongoing discussions to reduce the number of Shropshire Council planning committees from three to two. It was felt that in the first instance, as there is no formal consultation process at this time, that Clerk should be asked to write to Professor Mark Barrow to express the concerns of Pontesbury Parish Council namely;

- Geographic remoteness – local knowledge is very important for decision making and this may be diluted with committees covering larger geographic areas
- A concern that less items may go to committee which would take away the democratic process whereby local consultees make their views known

321.18 ENVIRONMENTAL MAINTENANCE GRANT APPLICATION 2019-20

It was proposed by Cllr D Gregory and seconded by Cllr J Pritchard and **RESOLVED to APPROVE the recommendations by Pontesbury Parish Council Planning Committee to submit an application to clear various path/cycleways around the parish to enable residents to use them more safely. Delegated authority approved for Cllr R Evans, Cllr N Hignett, Cllr D Fletcher and Clerk to complete application and submit by 30 April 2019.**

322.18 COMMUNITY INFRASTRUCTURE LEVY

The meeting was advised that the Neighbourhood Fund allocation due to be paid in April 2019 is £27,186.41 and this was formally **NOTED**. It was proposed by Cllr J Pritchard proposed and seconded by Cllr D Jones and **RESOLVED to approve the completion of the Neighbourhood Fund – Annual Report form in accordance with National CIL Regulations.**

323.18 STATUTORY BUSINESS/FINANCE

It was proposed by Cllr J Pritchard and seconded by Cllr N Hignett and **RESOLVED to APPROVE the following payments;**

- a) £100 towards a new hard drive for the Pontesbury newsletter editor
- b) Purchase of fortnightly inspections by Shropshire Council of play area and BMX track (£26 per hour) and annual Rospa inspection (£80)
- c) £1052.55 SALC and NALC membership renewal fee for 2019-20
- d) £10 for SALC communication skills training on 10/5/19 for Clerk
- e) Receipts
 - i. Nationwide Savings Account interest - **£30.64**
 - ii. Unity Savings Account interest - **£24.70**
 - iii. Newsletter advert fees - **£120.40**

NOTED

f) Payments for Approval

It was proposed by Cllr J Pritchard and seconded by Cllr D Jones 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
L E Brown	Refund for newsletter payment as charity				B/P 133
Evelyn Griffiths	Public toilets cleaning - March 2019	181.95	0.00	181.95	B/P134
Greenfingers Landscape Ltd	Ground maintenance March 2019	185.42	37.08	222.50	B/P135
Parish Clerk	Expenses - 11 March - 7 April 2019	184.50	0.00	184.50	B/P136
Parish Clerk	Salary for April 2019 (payable 20/4/19)	1399.47	0.00	1,399.47	B/P137
Highline Electrical Ltd.	Maintenance/repairs for February 2019	195.50	39.10	234.60	B/P138
Shropshire Council	Pension payment for Clerk April 2019	428.85	0.00	428.85	B/P139
Shropshire Council	Joint energy costs 4th Qtr, Jan-Mar 2019	1393.97	278.79	1,672.76	B/P140
Creative Digital	April 2019 newsletter	330.00	0.00	330.00	B/P141
SALC	Fundamentals for councillors training 13/3/19 Cllr D Jones	27.00	0.00	27.00	B/P142
SALC	ALC/SALC Affiliation fees for 1/4/19-31/3/20	1052.55	0.00	1,052.55	B/P143
Shroptech	Various IT support meetings and domain renewal	207.14	0.00	207.14	B/P144
Lawrences	various stationery	23.54	4.71	28.25	B/P145
J Sandells	Bus shelter cleaning jan-mar 2019	170.00	0.00	170.00	B/P146
W G Manley	Bus shelter cleaning jan-mar 2019	170.00	0.00	170.00	300027
D M Hughes	Bus shelter cleaning jan-mar 2019	85.00	0.00	85.00	300028
Tony Bishton	Planting and weeding flower beds Oct 18-Apr 19	350.00	0.00	350.00	300029
	Total			6,744.57	

g) It was proposed by Cllr D Gregory and seconded by Cllr S Lockwood and **RESOLVED to APPROVE the Quarter 4 budget monitoring report and the Quarter 4 full bank reconciliation tabled at the meeting.**

324.18 SHROPSHIRE COUNCIL PUBLIC TRANSPORT CONSULTATION 25/03/19-6/05/19

It was proposed by Cllr S Lockwood and seconded by Cllr R Martinali and **RESOLVED to APPROVE a response from Pontesbury Parish Council to include the following points and delegated authority to Cllr D Gregory, Cllr J Pritchard, Cllr D Jones, Cllr D Fletcher and Clerk to submit a final response by 6/5/19;**

- An error on the consultation letter about the number of journeys between Shrewsbury and Bishop's Castle
- The proposed changes to charges on P&R such as the removal of group travel concessions, will negatively affect business and trade in Shrewsbury especially as it accompanies an increase in parking charges

- Central government have pledged to put money into making local bus services digital, this makes no sense if public transport in rural areas is massively reduced
- The cuts make no sense in relation to the government/Shropshire Council policy to increase the number of affordable homes in rural areas – people on low incomes can be reliant on rural transport services to access employment
- The cuts also go against local and national sustainability/green policies by increasing car journeys for health, employment, education and social purposes
- Young people and elderly people will be disproportionately affected by the proposed cuts
- The reduction of Phlox Green to Bishop's Castle services will negatively impact on students attending school/college
- In summary Pontesbury Parish Council is totally opposed to the proposed cuts to public transport by Shropshire Council

325.18 GDPR UPDATE FROM DATA PROTECTION OFFICER

Written report was **NOTED** which included the need for cyber security awareness training for clerk and councillors and for any Data Breach or Subject Access Request to be reported to the DPO immediately. It was proposed by Cllr N Hignett and seconded by Cllr D Gregory and: **RESOLVED: to renew the contract with JDH Business Services as Data Protection Officer for the financial year 2019- 2020. Clerk was asked to investigate what insurance cover there is for a data breach.**

326.18 COMMUNITY HUB WORKING GROUP UPDATE

A verbal report was received from Cllr D Fletcher and **NOTED**. It was proposed by Cllr D Gregory and seconded by Cllr J Pritchard and **RESOLVED to APPROVE the recommendation from the Community Hub Working Group to appoint Steve Michie Electrical Ltd to carry out the IT wiring for the new community hub building.**

A verbal report update from the Library Steering Group meeting was received from Cllr D Fletcher and **NOTED**. There will be a public meeting about the community hub building on 13/6/19. A site visit for Pontesbury Parish Council councillors is also planned for May.

327.18 ELECTION BY CO-OPTION OF A PARISH COUNCILLOR FOR PONTESBURY WARD

One application had been received and written information from the candidate had been sent out with the agenda papers. It was proposed by Cllr J Pritchard and seconded by Cllr D Gregory and **RESOLVED to co-opt Mr Paul Bradbury to Pontesbury Parish Council, representing Pontesbury Ward.**

328.18 SHROPSHIRE HOMES MAINTENANCE AGREEMENT

It was proposed by Cllr B Morris and seconded by Cllr R Martinali and **RESOLVED to APPROVE transfer of the freehold for the public open spaces on the new Hall Bank development to the ownership of Pontesbury Parish Council. Shropshire Homes will continue with their management of the wildlife corridor for the first five years. £65,000 will be given to Pontesbury Parish Council for the purposes of the maintenance of the public open spaces. Delegated authority given to Cllr D Fletcher, Clerk to sign transfer agreement.** Clerk asked to clarify the ownership of the public footpath at the bottom of Hall Bank.

329.18 CHAIRMAN'S COMMUNICATION AND CORRESPONDENCE RECEIVED.

The following correspondence was received and **NOTED**

From	Subject and summary information
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SALC	<ul style="list-style-type: none"> • New Accountable Officer for CCG • NALC legal update • NALC Local Council Expo info • SALC Area Committee agenda 11/4/19 • NALC Chief Exec bulletin March and April • Invitation to Healthwatch public meeting 1/5/19. • NALC March and April bulletin
Rural Services	<ul style="list-style-type: none"> • March and April rural bulletin
Police	<ul style="list-style-type: none"> • March SNT newsletter
Cllr D Jones	<ul style="list-style-type: none"> • Email regarding Minsterley to Pontesbury cycleway**
Resident	<ul style="list-style-type: none"> • Request for events noticeboard – replied saying this would be revisited when community hub building open

Cllr N Hignett would speak to Steve Brown and Cllr S Davenport about the issue of the bus stop and barrier to protect the cycleway as raised in correspondence by Cllr D Jones

330.18 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**.

331.18 PARISH BUSINESS

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

- Various potholes were mentioned around the parish. Parish Councillors reporting potholes and other highway issues, themselves was discussed. Recording all of the items individually takes a lot of Clerk time.
- A councillor raised issues associated with running a business from a domestic property. It was suggested that he contact Cllr R Evans who is the relevant Shropshire Councillor
- There has been some fly tipping on Hinton Lane
- Cllr N Hignett will be attending a meeting soon with Police & Highways about the issues with school bus transport
- Parking outside railway mews opposite the junction with Brookside is causing problems
- Fingerpost flag at the top of Malehurst Bank is unstable and not the right height
- Garden waste has been fly-tipped at Cruckton Bridge
- Cruckton Village Hall is looking for funding for improvements
- Sign needs to be removed from outside the fish & chip shop
- A parish can nominate an area to be cleaned as part of the CPRE Green Clean campaign – invitation to be sent to a future meeting
- Thank you letters from Pontesbury Parish Council to be sent to young people who litter-picked at the play area

The meeting ended at 9pm

Signed
Chair

Date