

**PONTESBURY PARISH COUNCIL**  
**Meeting of Council**  
**Held at Habberley Village Hall**  
**At 7.30pm on Monday 9<sup>th</sup> July 2018**

**PRESENT**

Cllr D Fletcher (Chairman), Cllr J Pritchard (Vice-Chairman), Cllr R Evans, Cllr D Gregory, Cllr N Hignett, Cllr A Hodges, Cllr N Lewis, Cllr R Martinali, Cllr S Picken, Cllr C Robinson, Cllr C Sandells

**IN ATTENDANCE:** None

**CLERK:** Debbie Marais

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

**150.18 APOLOGIES FOR ABSENCE**

Cllr B Morris/ Cllr S Lockwood and Cllr D Ryder – personal reasons

**151.18 DECLARATIONS OF INTEREST AND DISPENSATIONS**

None

**152.18 PUBLIC QUESTIONS AND COMMENTS**

None

**153.18 MINUTES OF COUNCIL**

The minutes were submitted and circulated as read. It was proposed by Cllr C Sandells and seconded by Cllr R Martinali and **RESOLVED that the minutes of the Council meeting held on 11<sup>th</sup> June 2018 be approved and signed as a correct record.**

**154.18 POLICE MATTERS**

The June SNT newsletter had been circulated to Councillors and was **NOTED. The Parish Council Clerk was asked to write a letter on behalf of the Parish Council to express concern that police officers are being drafted to other areas such as Shrewsbury at weekends, when the area is understaffed already.**

**155.18 SHROPSHIRE COUNCIL MEMBER REPORT**

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

- Business Rates Discretionary Rate Relief Policy consultation – members were urged to complete the survey
- Cabinet supported the renewal of the Shrewsbury BID (Business Improvement District)
- The BIG TOWN PLAN which outlines ways to develop Shrewsbury for future generations, will come to cabinet at the end of July
- Shropshire Fire and Rescue Service have called on residents to be extra vigilant in the summer heat with tinder-dry conditions increasing the risk of grass fires
- New Recycling and Household Waste Collection calendars are being circulated. The new guide includes information about collections for household batteries
- There have been concerns raised by residents and several near-misses between buses and residents travelling to Pontesbury schools. Cllr N Hignett is waiting to hear about a meeting with Highways and safety officers from Shropshire Council to explore solutions.

## 156.18 PLANNING COMMITTEE

The minutes from planning committee meeting held on 11th June 2018 were received and **ADOPTED**.

Cllr A Hodges, Chairman of the Planning Committee, gave a verbal update which included the following;

1. Stephen Shields the Tree Officer for Shropshire Council is investigating putting a Tree Preservation Order on all of the woodland on Pontesford Hill outside the area managed by Shropshire Wildlife Trust. This will mean that any work planned on the woodland will be brought to the attention of either Shropshire Council or Forestry Commission.
2. Neighbourhood Plan – 80-90 completed questionnaires had been completed at the Church summer fete on 23 June 2018. The Questionnaire will also be available from local outlets and from the Parish Council website.
3. Application for 28 Linley Avenue – the Parish Council had withdrawn their objection as money from houses sold on the open market would be re-invested in social housing in Pontesbury
4. Hall Bank – recommendation that the Parish Council take ownership and assume responsibility for the maintenance of the public green spaces and wildlife corridor. It was proposed by Cllr D Gregory and seconded by Cllr J Pritchard and **RESOLVED that Pontesbury Parish Council take ownership and assume responsibility for the maintenance of the public green spaces and wildlife corridor which form part of the Hall Bank development. This would be for a management fee, following completion of the development.**

## 157.18 STATUTORY BUSINESS/FINANCE

### a) Receipts

- i. Newsletter advert receipts - **£201.65**
- ii. Southern Electric credit - **£52.79**

**NOTED**

### b) Payments for Approval

It was proposed by Cllr R Evans and seconded by Cllr S Picken 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/online payment ref.
Unity Bank	Bank Charges	18.00	0.00	<b>18.00</b>	<b>DD</b>
Cruckton Village Hall	Donation of £250 for noticeboard (Agreed 11/6/18 meeting)	250.00	0.00	<b>250.00</b>	<b>B/P18</b>

Technix	Rubber lawn matting for playground repairs	81.20	16.24	<b>97.44</b>	<b>B/P19</b>
Evelyn Griffiths	Public toilets cleaning & cleaning materials - June 2018	184.49	0.00	<b>184.49</b>	<b>B/P20</b>
Greenfingers Landscape Ltd	Ground maintenance	185.42	37.08	<b>222.50</b>	<b>B/P21</b>
Highline Electrical Ltd	Monthly maintenance Charge - June and repairs	248.50	49.70	<b>298.20</b>	<b>B/P22</b>
Parish Clerk	Expenses - 11 June - 8 July 2018	172.97	0.00	<b>172.97</b>	<b>B/P23</b>
Parish Clerk	Salary for July 2018 (payable 20/7/18)	1286.63	0.00	<b>1,286.63</b>	<b>B/P23</b>
Shropshire Council	Pension payment July 2018	423.22	0.00	<b>423.22</b>	<b>B/P24</b>
SALC	Fundamentals for Councillors training 10/5/18	50.00	0.00	<b>50.00</b>	<b>B/P25</b>
SALC	Cilca session 4 11/5/18	65.00	0.00	<b>65.00</b>	<b>B/P26</b>
SALC	Clerks what to do and when training 25/5/18	65.00	0.00	<b>65.00</b>	<b>B/P27</b>
Creative Digital Printing	Newsletter June edition	330.00	0.00	<b>330.00</b>	<b>B/P28</b>
Cruckton Village Hall	Room hire for 11/6/18 Planning and full council meeting	35.00	0.00	<b>35.00</b>	<b>300004</b>
Tony Bishton	Interim payment for June planting	525.00	0.00	<b>525.00</b>	<b>300005</b>
Cllr A Hodges	Reimbursement for Neighbourhood Plan printing costs	98.25	19.65	<b>117.90</b>	<b>300006</b>
Shropshire Council	Elections re-charge May 2017	2265.91	0.00	<b>2,265.91</b>	<b>B/P29</b>

Shropshire Council	Poles Coppice funding grant agreement	1500.00	0.00	<b>1,500.00</b>	<b>B/P30</b>
Christine Lawrie	Expenses Oct 17 - July 18	144.00	0.00	<b>144.00</b>	<b>B/P31</b>
Christine Lawrie	Editorial and design work for newsletter and website	2454.55	0.00	<b>2,454.00</b>	<b>B/P31</b>
Creative Digital Printing	July newsletter	330.00	0.00	<b>330.00</b>	<b>B/P32</b>
Lawrence Direct	Various Stationery	16.55	3.31	<b>19.86</b>	<b>B/P33</b>
Mary Webb School	Room hire for Sept 17- July 18 11 meetings	330.00	0.00	<b>330.00</b>	<b>300007</b>
Royal British Legion	RBL Poppy Appeal for Silent Soldier silhouette	250.00	0.00	<b>250.00</b>	<b>B/P34</b>
	<b>Total</b>			<b>11,435.12</b>	

- c) It was proposed by Cllr D Gregory and seconded by Cllr S Picken and **RESOLVED to APPROVE the renewal of the Data Protection fee of £40 to Information Commissioners Office**
- d) It was proposed by Cllr R Evans and seconded by Cllr J Pritchard and **RESOLVED to APPROVE the amendment to the June Receipts and Payments to show correct total of payments**

#### **158.18 FEEDBACK FROM AND APPROVE RECOMMENDATIONS FROM F&GP COMMITTEE 2 JULY 2018**

- i. Neighbourhood Plan start-up costs. It was proposed by Cllr J Pritchard and seconded by Cllr D Gregory and **RESOLVED to approve start-up costs of £500 for administrative costs associated with the Neighbourhood Plan**
- ii. Internet Banking Policy. It was proposed by Cllr D Gregory and seconded by Cllr N Hignett and **RESOLVED to approve the 2018 Internet Banking Policy**
- iii. Alternative energy supplier for streetlights on School Green. It was proposed by Cllr D Gregory and seconded by Cllr R Martinali and **RESOLVED to delegate authority to Clerk to seek a new tariff and report back to the September meeting.**
- iv. Parish Council Reserves summary –**NOTED.**
- v. Budget monitoring report/Bank reconciliation for 1<sup>st</sup> quarter 2018-19. **NOTED.**
- vi. Additional reserves account for Parish Council – It was proposed by Cllr J Pritchard and seconded by Cllr R Martinali and **RESOLVED that Clerk set up a Nationwide account to transfer excess reserves into, to satisfy Financial Services Compensation Scheme recommendations.**
- vii. Membership of F&GP committee – It was proposed by Cllr D Gregory and seconded by Cllr P Heywood and **RESOLVED to review membership of this committee in May 2019**

**159.18 POLES COPPICE – Update received from Shropshire Council and NOTED.**

#### **160.18 DOG FOULING AND SPEEDING ON PONTESBURY HILL**

Letter received from a resident complaining about speeding and dog fouling on Pontesbury Hill. **Clerk to report to Police and ask if Community Speedwatch scheme could look into this issue and include in September newsletter. Clerk to set up meeting with Dog Warden to discuss this and other areas affected in the village.**

**161.18 SILENT SOLDIER**

It was proposed by Cllr R Evans and seconded by Cllr C Sandells and **RESOLVED to delegate authority to Cllr D Fletcher, Cllr D Gregory and Cllr S Picken to make a decision about the design and siting of the Silent Soldier Silhouette.**

**162.18 FLOODING UPDATE**

Cllr N Hignett had been part of a walkaround with relevant parties , and was awaiting the date of another follow up meeting to work through the recommendations made. Cllr N Hignett would check the drain clearing by Shropshire Council. It was **RESOLVED to set up a working party to clear out the section of the brook near the culvert, that contributed in part to the flooding. Clerk to draw up a risk assessment and inform the police and Shropshire Council highways. Any costs incurred would be brought to the September meeting.** Cllr D Fletcher wished to thank Cllr N Hignett for all his work on this matter.

**163.18 PONTESBURY LIBRARY STEERING GROUP**

Cllr D Fletcher gave a verbal update. **NOTED. It was agreed in principle that £1,000 would be contributed by the Parish Council towards the fee for the organisation Locality to come and work with Friends of Pontesbury Library, Library Steering Group and the Parish Council to explore potential management structures, aims & objectives for an organisation that would be responsible for running the community hub building. Matter to be added to September meeting agenda.**

**164.18 FREEDOM OF INFORMATION/COMMUNICATIONS/SOCIAL MEDIA POLICIES**

It was proposed by Cllr J Pritchard and seconded by Cllr N Hignett and **RESOLVED To adopt the Freedom of Information policy as seen. The Communications policy would be amended to say that on parish noticeboards the telephone numbers of the ward Councillor and the Clerk and the Parish Council website address would be available.**

**165.18 PLEALEY METHODIST CHAPEL**

Cllr R Martinali gave a verbal update saying that it was unlikely that a community bid would be submitted. **NOTED.**

**166.18 SALC TRAINING FOR CLERK**

It was proposed by Cllr J Pritchard and seconded by Cllr N Hignett and **RESOLVED to APPROVE the cost of £25 for SALC training course 'Setting a budget'.**

**167.18 COMMUNITY HUB WORKING GROUP**

I. The recommendation of the Community Hub Working Group is that the Parish Council would not have the capacity to be responsible for the day to day running of the community hub building. Partnerships with interested parties were being explored with the view of setting up a management organisation and the expertise of Locality employed in this process. **NOTED.**

II. The Chair and Clerk would attend a meeting with Shropshire Homes to receive the detailed plans (internal and external) of the community hub building. These would then be circulated to all interested parties for feedback, including being put before the planning meeting in August. Additional Parish Councillors would accompany Chair and Clerk when attending a second meeting with Shropshire Homes to feed back any questions/comments raised.

#### **168.18 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>• NALC Bulletin</li> <li>• Shropshire Council Discretionary Rate Relief policy review.</li> <li>• Statement of Licensing Policy 2019 – 2024 consultation by Shropshire Council</li> <li>• Planning Services Briefing Note – Managing Enforcement Enquiries – June, issued by Ian Kilby, Planning Services Manager, Shropshire Council.</li> <li>• Early Help Family Hubs Strategy – Shropshire Council, consultation closes 12 July</li> </ul>
Police	<ul style="list-style-type: none"> <li>• SNT newsletter for June 2018</li> </ul>
Shropshire Rural Community Council	<ul style="list-style-type: none"> <li>• West Midlands Community-Led Housing event 19/9/18 10-4pm Albrighton</li> </ul>

**Cllr J Pritchard, Cllr D Fletcher and Clerk would make representation to the Discretionary Rate Relief policy review.**

**Cllr N Hignett and Cllr R Evans would submit a response to the Early Help Family Hubs Strategy consultation.**

#### **169.18 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**.

- i. Clerk to invite agent for Hare & Hounds to a future planning committee meeting to explore ideas
- ii. Trees on Linley Avenue to be put back onto Clerk's report and added to September agenda for update.

#### **170.18 PARISH BUSINESS**

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

- i. Problems with the drain at top of Pontesbury Hill.
- ii. Asterley Noticeboard is in need of some refurbishment
- iii. Asterley Methodist Chapel is to close and be sold. Cllr D Fletcher would liaise with Cllr D Gregory attend community meeting if Cllr D Gregory unable to.
- iv. Potholes on Brook Rd
- v. Are Community SpeedWatch still in operation locally? Cllr R Evans to send contact to Clerk

- vi. Junction between Chapel St and Main Road, hot tar making the turn slippery and hazardous
- vii. Whitwell Lane – very untidy hedgerow near the stream at the bottom of Whitwell Lane. As it is a protected area it could do with a tidy up.

**171.18                      DATE AND TIME OF NEXT MEETING**

7.30pm on 10<sup>th</sup> September 2018 at Mary Webb School, Pontesbury

The meeting ended at 9.06pm

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

**Date** .....