

PONTESBURY PARISH COUNCIL
Extraordinary Meeting of Council
Held at Pontesbury Public Hall, Pontesbury
At 8.30pm on Monday 11th March 2019

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

CLERK: Debbie Marais

Three members of the public were present

306.18 APOLOGIES FOR ABSENCE

Cllr C Robinson, Cllr N Lewis

307.18 DECLARATIONS OF INTEREST AND DISPENSATIONS

None

308.18 PUBLIC QUESTIONS AND COMMENTS

None

309.18 PLANNING COMMITTEE

i) The minutes from planning committee meeting held on 11th February 2019 were received and **ADOPTED**.

ii) Cllr A Hodges, Chairman of the Planning Committee, gave a verbal update which was **NOTED**. Cllr A Hodges highlighted that the committee had supported the applications to convert Plealey Chapel to a private residence and for a replacement dwelling at Hill Top cottage. The latter will come before the Shropshire Council Planning Committee later in the month.

iii) It was proposed by Cllr D Gregory and seconded by Cllr R Martinali and **RESOLVED to APPROVE the following recommendations by Planning Committee (4/3/19 meeting)**

- 1. To submit an Expression of Interest for CIL Local Fund towards improvements to the junction at the bottom of Hall Bank. Cllr R Evans, Cllr N Hignett, Cllr D Fletcher, Cllr R Evans and Clerk to complete the Expression Of Interest after seeking advice from Mathew Mead (Place Plan Officer)**
- 2. to use the current CIL Neighbourhood Fund monies held by Pontesbury Parish Council (£39,000) towards this project**
- 3. to safeguard future CIL Neighbourhood Fund monies for allotments**

iv) It was proposed by Cllr D Gregory and seconded by Cllr P Heywood and **RESOLVED to APPROVE delegated authority to Planning Committee task group to investigate the practicalities (including costs) of producing a parish map for Pontesbury.**

310.18 STATUTORY BUSINESS/FINANCE

a) Receipts

- i. Nationwide Savings Account interest - **£27.67**
- ii. Newsletter advert fees - **£1,553.15**
- iii. Friends of Pontesbury Library contribution - **£6,640**
- iv. Donation - **£20.00**

NOTED

b) Payments for Approval

It was proposed by Cllr R Evans 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/authorise online bank payments**

Supplier/Payee	Service	Net	VAT	Gross	Cheque No
Evelyn Griffiths	Public toilets cleaning - January 2019	183.30	0.00	183.30	B/P120
Greenfingers Landscape Ltd	Ground maintenance January 2019	185.42	37.08	222.50	B/P121
Parish Clerk	Expenses - 11February-10 March 2019	221.48	0.00	221.48	B/P122
Parish Clerk	Salary for March 2019 (payable 20/3/19)	1355.63	0.00	1,355.63	B/P123
HMRC	Qtr 4 Tax and NI payment	1216.25	0.00	1,216.25	B/P124
Highline Electrical Ltd.	Maintenance/repairs for February 2019	399.00	79.80	478.80	B/P125
Shropshire Council	Pension payment for Clerk March 2019	423.22	0.00	423.22	B/P126
Shropshire Council	Play area inspections April-Dec 2018	450.00	90.00	540.00	B/P127
Creative Digital	March 2019 newsletter	330.00	0.00	330.00	B/P128
SALC	Audit/end of year training for clerk	27.00	0.00	27.00	B/P129
Christine Lawrie	newsletter editor expenses Sep 2018-march 2019	106.20	0.00	106.20	B/P130
Christine Lawrie	newsletter editorial and design work Sep 2018- March 2019	1718.18	0.00	1,718.18	B/P131
Shropshire Council	Contribution to Pontesbury Library	12640.00	0.00	12,640.00	B/P132
Pontesbury Public Hall	Room hire 7/1/19, 4/2/19, 7/2/19 and 25/2/19	56.00	0.00	56.00	300026
SSE (SWALEC)	Qtr 4 electricity for School Green streetlights	83.34	6.06	89.40	DD
SSE Southern Electric	Qtr 4 electricity for public toilets	141.15	7.05	148.20	DD
	Total			19,756.16	

- c) It was proposed by Cllr S Lockwood and seconded by Cllr R Evans and **RESOLVED to APPROVE the payment of £12,640 to Shropshire Council for 2108-19. £6,640 had been received from Friends of Pontesbury Library for 2018-19.**

- d) It was proposed by Cllr J Pritchard and seconded by Cllr D Jones and **RESOLVED to APPROVE Direct Debit/Standing Order payments as below for 2019-20.**

Direct Debit payments;

Quarterly payments to SSE for electricity supplied to public toilets on Main Rd and streetlights at School Green.

Standing orders;

- Monthly salary payment to Clerk from April 2019
- Monthly pension payment to Shropshire Council from April 2019

311.18 TREE INSPECTION AND MAINTENANCE CONTRACT

Advice was sought from Shropshire Council and Came & Company (Pontesbury Parish Council insurers) about the frequency of inspections and expert advice required to ensure that Pontesbury Parish Council meet all Health & Safety and insurance requirements for the trees they are responsible for. Three companies had been approached and two had submitted quotes.

It was proposed by Cllr D Gregory and seconded by Cllr J Pritchard and **RESOLVED to APPROVE the following recommendations by the working group (Cllr D Fletcher, Cllr N Lewis and Clerk);**

1. **Specialist inspection and expert advice to be sought from an Arboriculturalist to include the following;**
 - **An inspection report about the current health of the trees Pontesbury Parish Council are responsible for**
 - **A recommended specialist inspection timetable for the future (in writing)**
 - **A recommended routine visual inspection timetable (including frequency and content) (in writing)**
 - **Prioritised recommendations for tree works to be carried out to meet health & safety obligations between April 2019 and the next recommended inspection date**
 - **Advice about the small woodland next to the Sports Area (this may need an additional separate survey)**
2. **Delegate authority to Clerk, Cllr D Fletcher and Cllr N Lewis to seek quotes from 3 (Shropshire Council approved) contractors for the scheme of work identified in 1. above.**

Any contractor appointed will be;

- **Asked to carry out the regular, routine visual checks identified under 1. above (especially following bad weather) and provide a written record of these checks**
 - **Asked to provide evidence of risk assessments, health & safety policy and public liability**
3. **Delegate authority to Clerk, Cllr D Fletcher and Cllr N Lewis to carry out further investigation into the future management of the small woodland next to the Sports Area, following advice by arboriculturalist appointed, and to report back**

to a full council meeting with recommendations

It was proposed by Cllr C Sandells and seconded by Cllr J Pritchard and **RESOLVED to APPROVE appointment of Shropshire Council tree team led by Martin Sutton to carry out the expert inspection.**

Cllr D Fletcher wished to minute his thanks to Cllr N Lewis for all his hard work and advice on tree matters.

312.18 GROUND MAINTENANCE CONTRACT APRIL 2019-2022

The Clerk was advised that the Ground Maintenance contract specification had been sent to five companies but only three quotes had been received. The Parish Council reviewed the quotes received.

It was proposed by Cllr J Pritchard and seconded by Cllr C Sandells and:

RESOLVED: to accept the quote from MI and T E M Pritchard and a three year contract was approved. Cllr J Pritchard wished to minute that the contractor was no relation to himself.

313.18 SHROPSHIRE COUNCIL STREET NAMING AND NUMBERING – 19/04130/NEWNAM APPLICATION

It was proposed by Cllr J Pritchard and seconded by Cllr N Hignett and **RESOLVED to RECOMMEND Young’s Patch for the development.**

The meeting ended at 9pm

Signed
Chair

Date