

PONTESBURY PARISH COUNCIL
Meeting of Council
Held at Mary Webb School & Science College
At 7.30pm on Monday 11th September 2017

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 S Lockwood, Cllr R Martinali, Cllr B Morris and Cllr D Ryder

IN ATTENDANCE: None

CLERK: Miss Kate Davies

One member of the public was present.

149.17 CHAIRMAN'S WELCOME

Cllr D Fletcher welcomed everyone to the meeting. The meeting was advised that Jean Swann and Clive Griffiths, who had both been long serving Parish Councillors, had sadly died. They had both been very active in the community and Parish Councillors had attended both funerals.

150.17 APOLOGIES FOR ABSENCE

Cllr S Picken – On holiday

151.17 DECLARATIONS OF INTEREST AND DISPENSATIONS

None

152.17 MINUTES OF COUNCIL

The minutes were submitted and circulated as read. It was proposed by Cllr N Hignett and seconded by Cllr N Lewis and

RESOLVED that the minutes of the Council meeting held on 10th July 2017 be approved and signed as a correct record.

153.17 PUBLIC QUESTIONS AND COMMENTS

None

154.17 POLICE REPORT

The report from the Police for July had been previously circulated by email and was **NOTED**. The meeting was advised that Cllr D Fletcher, Cllr J Pritchard and the Clerk had met with PC Jon Summerfield and his replacement PC Ross Cookson at Pontesbury Police Station. PC

Cookson is hoping to attend the October meeting and a Police report will be prepared from the end of September.

The Clerk was asked to write to PC Cookson to welcome him to Pontesbury and offer the Parish Council's continuing support to him and his team.

155.17 SHROPSHIRE COUNCIL MEMBER REPORT

Cllr R Evans gave a verbal report, advising that the Council had met again following the summer break. There are two important consultations taking place for car parking and the library which the Parish Council had on the meeting agenda. An invite had been sent to Town and Parish Councils from Cllr Peter Nutting to an Economic Strategy event on 2nd October. Details of the Shrewsbury Big Town Plan had been launched today and there was concern that the local members had not been previously briefed as the area extends into Cruckton ward and the implications of this are not known. There is a meeting planned to discuss the future of the Local Joint Committee.

156.17 PLANNING COMMITTEE

The minutes from planning committee meetings held on 3rd July 2017 and 7th August 2017 were received and **ADOPTED**. Cllr A Hodges, Chairman of the Planning Committee, gave a verbal update which included information on recent planning applications and decisions. The meeting was advised that a meeting had taken place with a Shropshire Council Planning Policy Officer to discuss the next steps for the Neighbourhood Plan and it had been suggested that the Parish Council should wait for the next stage of the Local Plan Review to be published in October before deciding how to proceed.

157.17 CLERK'S REPORT

A report from the Parish Clerk on outstanding matters, and action taken, since the last Council meeting was received and **NOTED**.

158.17 MAY 2017 ELECTIONS

The meeting was advised that despite the efforts of the other ward Councillors no one had come forward from Cruckton Ward to be considered for co-option.

RESOLVED to invite interested residents from across the Parish to represent Cruckton ward. The Clerk was asked to include information in the next newsletter.

159.17 SHROPSHIRE COUNCIL DRAFT PARKING STRATEGY CONSULTATION

The Parish Council discussed the consultation and it was agreed that a comprehensive response was needed.

RESOLVED to delegate a draft response to the Clerk in liaison with Cllr D Fletcher, Cllr J Pritchard, Cllr R Evans, Cllr D Gregory and Cllr N Hignett. This draft is to be included for consideration at October's meeting.

**160.17 SHROPSHIRE COUNCIL'S DRAFT SHROPSHIRE LIBRARY
SERVICES STRATEGY**

The Parish Council discussed the consultation and it was agreed that a comprehensive response was needed.

RESOLVED to delegate a draft response to the Clerk in liaison with Cllr D Fletcher, and Cllr R Evans.

161.17 STATUTORY BUSINESS/FINANCE

a) Receipts

- i. Newsletter advert receipts - **£300.00**

NOTED

b) Payments for Approval

It was proposed by Cllr A Hodges 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.

Payment made between meetings in accordance with the Financial Regulations.

- i. Printerland.co.uk (reimbursed to Clerk) - Printer (approved July meeting) - £357.32 – Chq no 2848
- ii. Mrs E Griffiths - Cleaning & Maintenance of Public Toilets - June - £180.00 – Chq no 2849
- iii. Nigel Pugh - Repairs to swing and 10 tonne of sand to sand pit at play area - £230.00 – Chq no 2851
- iv. SSE - Public toilet electric - £98.36 – Chq no 2852
- v. Boys & Boden (reimbursed to Clerk as had to be ordered over the phone) - Sand for play area - £693.00 – Chq no 2853
- vi. Pontesbury Public Hall-Room Hire - £28.00 – Chq no 2854
- vii. Greenfingers Landscape Ltd -Ground maintenance - £231.40 – Chq no 2855
- viii. Highline Electrical Ltd-Street light maintenance - £303.90 – Chq no 2856
- ix. SALC-Training - Cllr S Lockwood - £25.00 – Chq no 2857
- x. Mrs E Griffiths-Cleaning & Maintenance of Public Toilets - July - £183.68 –Chq no 2858

Payments to be made

- i. Creative Digital-Newsletter printing - September issue - £325.00 – Chq no 2859
- ii. Mrs E Griffiths-Cleaning & Maintenance of Public Toilets - August - £180.00 – Chq no 2860
- iii. Greenfingers Landscape Ltd-Ground maintenance - £231.40 – Chq no 2861
- iv. Cartridge Save (reimbursed to Clerk) - Printer cartridge - £51.21 – Chq no 2862
- v. npower (reimbursed to Clerk) - Street light electric - £229.97 – Chq no 2863
- vi. Mrs DM Hughes-Bus shelter cleaning - Apr to June 2017 - £85.00 – Chq no 2864
- vii. WG Manley - Bus shelter cleaning - Apr to June 2017 - £170.00 – Chq no 2865
- viii. Mrs J Sandells-Bus shelter cleaning - Apr to June 2017 - £170.00 – Chq no 2866
- ix. K Davies - Parish Clerk-Salary for September 2017 - payable 29/9/17 - £1,119.10 – Chq no 2867
- x. HMRC-Payroll - Quarter 2 - £1,251.33 – Chq no 2868

162.17 PLAY AREA

The Parish Council was advised that the approved quote for the play sand had been incorrect (supplier error) and that the actual cost was higher, but still less than the other quotes considered. It was proposed by Cllr N Lewis and seconded by Cllr D Ryder and:

RESOLVED to note that delegated authority was used by the Clerk, in liaison with the Chairman, to accept the increased quote for the play sand from Boys and Boden of £577.50 + VAT which was more than the approved amount of £450 + VAT (July's meeting) on the basis of need to replenish the sand in the sand pit prior to the summer period.

163.17 POLES COPPICE

A report from the meeting with Shropshire Council officers was tabled together with a letter from Shropshire Council requesting the Parish Council to enter into a funding agreement with Shropshire Council to assist in the provision of Countryside Management Services at Poles Coppice. There was a discussion about the possible uses of the funding and that it must not be used to fund safety improvements which are Shropshire Council's responsibility. It was noted that Minsterley Parish Council had also been asked to contribute but a decision had not been made yet.

RESOLVED to invite a Shropshire Council officer to October's meeting to discuss the request and seek answers to the Parish Council's ongoing concerns relating to the existing condition of the site. The Clerk was asked to request that Shropshire Council, at October's meeting, provide the previously requested information on the extent of the land ownership of the site and it was suggested that this is identified by Shropshire Council consulting the adjoining land owners.

164.17 PUBLIC TOILETS

The meeting was advised that following an inspection of the public toilets it was agreed that a deep clean and general maintenance is needed.

It was proposed by Cllr J Pritchard and seconded by Cllr S Lockwood and:

RESOLVED to give delegated authority to the Clerk in liaison with the Chairman, Cllr D Fletcher to organise the necessary repairs using Nigel Pugh (approved contractor for repairs) and other local trades people, as necessary, up to a maximum budget of £1500.

165.17 PONTESBURY NEWSLETTER

The meeting was advised that new volunteers have been recruited to organise the distribution of the newsletter. The Clerk was asked to write to the new volunteers to express the Parish Council appreciation and to also write to Mr & Mrs Williams to thank them for all the work they had undertaken.

The Parish Council was asked to consider and agree in principle an event for the newsletter volunteer deliverers (and other local residents who assist with other Parish Council activities) to acknowledge the Parish Council's appreciation for their help.

There was a discussion about possible ideas and concerns were raised about the costs and the difficulty of deciding who to invite. It was agreed to give further consideration to this and report back to a future meeting.

The Parish Council considered the quotes received for newsletter printing.

It was proposed by Cllr J Pritchard and seconded by Cllr B Morris and:

RESOLVED to continue with the existing company – Creative Digital Printing Solutions for a further twelve months. It was noted that their quote was not the lowest but the service received had been excellent and the potential saving from the lower quote were not significant enough to consider moving to another printer.

166.17 INSURANCE

The renewal quote from Came & Company (Aviva) was considered and it was noted that there was one year remaining of a Long Term Agreement.

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

RESOLVED to ACCEPT the renewal quote and AUTHORISE a payment of £1107.71. Chq no 002869

The meeting was advised that a renewal quote from Came & Company (Aviva) of £1,107.71 and to note that a long term agreement is in place until 30th September 2018.

167.17 REMEMBRANCE SUNDAY

It was proposed by Cllr N Lewis and seconded by Cllr R Evans and:

RESOLVED to approve a donation of £50 to the Royal British Legion poppy appeal and Cllr D Fletcher to lay the wreath on behalf of the Parish Council at the Remembrance Sunday service. Chq no 2870

168.17 STREET LIGHT MAINTENANCE CONTRACT FOR 2017/2018

A quote from the existing contractor to extend the existing contract for another year was considered.

It was proposed by Cllr N Lewis and seconded by Cllr R Martinali and:

RESOLVED: to approve the quote from Highline Electricals Ltd to maintain the street lights on a maintenance contract for a further year at a cost of £1173 plus VAT

**169.17 BENCH ON CYCLEWAY BETWEEN PONTESBURY AND
MINSTERLEY PARISHES**

A verbal request from Minsterley Parish Council had been received requesting support to install a bench half way along the cycleway. It had been suggested that Minsterley Parish Council would provide the bench and Pontesbury Parish Council could pay for the installation. There was a discussion on alternative suggestions and a concern that it could be a hazard to cyclists.

RESOLVED that this further information on the proposal was needed in writing from Minsterley's Clerk and Cllr N Hignett agreed to follow this up.

170.17 FINANCE & GENERAL PURPOSES COMMITTEE

The meeting was asked to consider a date for F&GP's budget meeting.

RESOLVED that this would be held on 27th November 2017 at a venue to be confirmed.

171.17 PRESS/MEDIA POLICY

The draft Press and Media policy which had been circulated with the agenda was considered.

It was proposed by Cllr J Pritchard and seconded by Cllr D Ryder and:

RESOLVED to adopt the Press and Media Policy

172.17 TRAINING

RESOLVED to approve the Clerk's attendance on SALC Insurance course at a cost of £25

173.17 PONTESBURY LIBRARY STEERING GROUP

A verbal update was received from Cllr D Fletcher and Cllr R Evans

174.17 OTHER REPORTS

- i. **Meeting with representatives from Mouchel and Shropshire Council** to consider the proposed A488 improvements through Pontesbury – Cllr D Fletcher gave a verbal report and the meeting was advised that an update had been requested.
- ii. **SALC area meeting** – minutes of this meeting had been circulated with the agenda papers and were **NOTED**
- iii. **Town and Parish Council forum meeting** – minutes of this meeting had been circulated with the agenda papers and were **NOTED**

From	Subject and summary information
Shropshire Council	Invite from Cllr Nutting to event – Vision – Ambition – Growth : The Local Perspective – Implementing the Shropshire Economic Growth Strategy 2017-2021 – 2/10/17 9.15am-12pm at Walker Theatre, Theatre Seven
SALC	NALC bulletins
Shropshire Council	Alterations to Electoral Registers
Shropshire Council	Details of Town and Parish Council Forum – 29 th September 2017 10am – Council Chamber, Shirehall
SALC	Information Bulletins and information about training courses
Stiperstones & Cordon LPS	Newsletter
NALC	Grants and funding bulletin
Shropshire Council	Advice that Local Plan Consultation response summary of the consultation has been published - http://shropshire.gov.uk/planning-policy/local-plan/local-development-scheme-(lds)/
Shropshire Council	Details of Community Tree Scheme 17/18
Shropshire Drug & Alcohol Action Team	Recover newsletter – August issue
Police & Crime Commissioner	Newsletter
Shropshire Council	Connecting Shropshire newsletter
Crane Quality Counselling	Request for funding for new charity

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

- i. Cllr Evans provided the Clerk with a letter from a local resident requesting a change to restrict Plealey Road to one way traffic and it was agreed to include this on October's agenda.
- ii. The meeting was advised that complaints had been received about dogs mess in the village and dogs by the play area and it was suggested that the signage needs improving.
- iii. The white lines in Plealey and Arscott have still not been remarked by Shropshire Council.
- iv. There are rose briars overhanging the cycle way between Pontesbury and Minsterley.
- v. The no-entry sign at the end of the one way system opposite Station Road in Pontesbury needs repairs as it is badly corroded.
- vi. The trees on Linley Avenue have not been looked at yet by Shropshire Council.
- vii. Residents have expressed concerns about the state of the Hare and Hounds site at Cruckton and the Clerk was asked to raise this with Public Protection at Shropshire Council.
- viii. Street light no 7 on Brook Road is not working.
- ix. There is a lot of rubbish at the picnic area at Poles Coppice.
- x. There are ongoing concerns about speeding traffic along the lanes at Habberley and the Clerk was asked to request "Slow Down" wheelie bin stickers.

177.17

DATE AND TIME OF NEXT MEETING

7.30pm on 9th October 2017 at Mary Webb School and Science College.

The meeting ended at 8.55pm

Signed
Chair

Date