

## Stottesdon and Sidbury Parish Council

**Parish Council meeting held on Monday July 28<sup>th</sup> 2014 at 7.30pm in Chorley Village Hall.**

**Present:** Cllrs H Barratt (Chairman), S Steed, A Millington, B Hamilton-Russell  
Unitary Councillor G Butler  
Parishioners: 4  
Clerk: Mrs F Morris

### **0) Public participation:**

Mrs Naven attended to make Councillors aware that her property next to the school playing field is surrounded by trees which are taking away a lot of light etc. She confirmed that she had asked Wade Muggleton the Tree Warden to look at the trees but asked if the PC could help in anyway.

Clerk confirmed that 3 landowners were involved – Mrs Stewart, SC (School) and Mr Vaughan. Clerk asked Dr Home as Chairman of School Governors if he could look at the trees from the School field and Chairman suggested that this would be dealt with later on the agenda under ‘parish problems’ but would keep Mrs Naven informed. Mrs Naven thanked PC for their help and left the meeting.

Dr Matt Home and Dave Walker attended to introduce Dave to the Councillors as he will be operating the Lengthsman Scheme on behalf of Willowdene.

Dave explained that he has previously worked on a similar scheme in North Shropshire and was getting familiar with the parish.

Chairman pointed out that the PC would like to be provided with a timetable each month of worked to be/carried out and then any other work requested by the PC added. Dave will be working every Monday on Lengthsman Scheme duties and any other emergency work would be accommodated.

Cllr Hamilton-Russell pointed out that grips needed cutting on roads – details had been passed on by Clerk previously.

Chairman thanked both Matt and Dave for attending the meeting and opened the PC meeting at 7.50pm.

### **1) Apologies for absence:**

Cllrs R Abbiss (ill), T Casswell (domestic issues to deal with), D Young (holiday), M Evans (work). Unitary Cllr Madge Shinton (another meeting but Cllr Butler attended). It was **RESOLVED to accept these apologies.**

### **2) Declaration of Interests:**

***The Localism Act 2011, Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.***

*Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of member's interests maintained by the Monitoring Officer.*  
None declared.

### **3) To confirm minutes of the meeting held on June 23rd 2014:**

It was **RESOLVED** that these been signed as a true record and Chairman signed these accordingly.

### **4) Matters Arising from the minutes:**

(a) Progress report:

#### Lengthsman Scheme:

A meeting was arranged but unfortunately Matt Home had been called to an urgent meeting in Birmingham at the last meeting and had forgotten to cancel the meeting.

Sarah Home arrived back before Clerk and Cllr Abbiss had left and offered to talk through any concerns. This was accepted and Clerk did try to ring Cllr Barratt but failed to contact her.

A list was given to Sarah of jobs which Cllrs had forwarded to Clerk and Sarah promised to get this work started. This did happen the next day and Matt offered to attend the meeting tonight to introduce Dave who will be carrying out the work.

#### Financial Regs:

Apologies but these have not yet been updated but Clerk promised to work on these for next meeting but did feel that there would not be many alterations required to the standard document as forwarded to Cllrs. Clerk asked if anyone else looked at these.

Cllr Hamilton-Russell felt that these were suitable and Chairman felt that they might just need tweaking slightly. It was **RESOLVED that Chairman and Clerk would look at these for the next meeting.**

#### Street name signs etc:

Clerk confirmed that she has a meeting arranged for 5<sup>th</sup> August, 10am meet at Glebe Drive to look at where the new road signs should be placed in Stottesdon.

The 'satnav error' sign has been erected at Bakehouse Lane, Chorley.

#### Internal Audit:

Clerk confirmed that she had talked to Val Hill and she pointed out again that she did not require a letter of thanks or payment for the work carried out.

Clerk also spoke to SALC and their feelings were 'why cause problems when there isn't any'. If the way our Internal Audit has been carried out and the PC are happy and the external auditors have not raised any concerns then why change.

Councillors accepted this but asked the Clerk to write to Mrs Hill and request confirmation that she is Independent of all Councillors for our file.

#### Litter pick/pickers:

Clerk has had no response to the newsletter article. Prices for litter pickers range from £2.11 to over £30.

Clerk pointed out that she had put this on the list for the Lengthsman Scheme and Chairman confirmed that she would be happy to help.

#### (b) Reply from SC re; parish problems:

Clerk confirmed that she had received acknowledgement of all problems raised. Hedges at Prescott and Walton Bank have been reported and Cllr Shingleton had supported the Clerk in these requests. Also Marlbrook Bridge hedge needs cutting but SC had replied saying that this had been requested and should be done this weekend/week.

It was also note that the priority at this bridge should be changed to the opposite way as per previous requests.

#### (c) Any other matters arising:

None.

#### 5) Planning applications:

a1) Reference: 14/02658/FUL (validated: 18/06/2014)

Address: Mass House Farm, Stottesdon, Kidderminster, DY14 8NL

Proposal: Installation of a ground mounted solar panels

Applicant: Xebec Investments (7 Oak Court, Woodlands, Grouville, Jersey, JE3 9AW)

Cllrs Barratt, Abbiss, Steed, Hamilton-Russell and Clerk had visited this site. Cllrs felt that these panels would not be seen from anywhere and it was **RESOLVED to support this application.**

A2) Reference: 14/02898/FUL (validated: 30/06/2014)

Address: The Owl House, Hawkswood Barns, Billingsley, Bridgnorth, WV16 6PL

Proposal: Erection of a detached double garage and log store

Applicant: Dr A Marsh (The Owl House, Hawkswood Barns, Billingsley, Bridgnorth, Shropshire, WV16 6PL)

Cllrs Barratt, Casswell, Hamilton-Russell and Abbiss visited this site. After discussions it was felt that the construction would be in keeping with the rest of the dwellings and **RESOLVED that these plans be supported.**

A3) Reference: 14/03012/FUL (validated: 04/07/2014)

Address: Upper Bardley Barn, Stottesdon, Kidderminster, DY14 8NF

Proposal: Erection of two storey extension

Applicant: Mr Alan Voyce

Cllrs Barratt, Abbiss, Evans and visited this site. The size of the extension in relation to barn conversions were queried but it was felt that as rules/regulations had changed SC would consider this in their report. There was adequate parking and no objections had been raised by neighbours. It was felt that with this extension a 'family home' will be produced. It was **RESOLVED to support these plans.**

***Chairman suspended the meeting whilst Mr Voyce the applicant was leaving the room but did ask whether he would be interested in joining the PC. He would consider this and contact the Clerk.***

***Meeting reconvened.***

b) Any others received after issue of agenda:

No further plans received.

c) Planning permissions/refusals:

c1) Reference: 14/02234/FUL (validated: 11/06/2014)

Address: 4 High Street, Stottesdon, Kidderminster, Shropshire, DY14 8TZ

Proposal: Demolition of damaged wall; re-building of 1.4m high boundary wall to front

Decision: Grant Permission

Any received after issue of the agenda

Reference: 14/01709/FUL (validated: 04/06/2014)

Address: The Crest, Chorley, Bridgnorth, Shropshire, WV16 6PP

Proposal: Erection of a single storey orangery to rear

Decision: Grant Permission

## **7) SALC report:**

No report available as Cllr Abbiss was ill. Cllr Barratt reported that the recent Chairmanship training held at Shrewsbury was excellent.

## **8) Unitary Councillor's report:**

Cllr Butler attending the meeting and reported on the following:

- Consultation on hubs libraries and registrars - due out on 5<sup>th</sup> August
- Positive activities i.e youth. Cllr Butler commented that the work carried out by Cllr Shineton with the Youth had been excellent.
- Lengthsman scheme - cabinet looking at this at the moment. It is felt that the scheme is very worthy and looking into how to increase/enhance the scheme.
- Precept, youth, transport, lengthsman scheme - Perhaps when considering precept next year the PC should consider these schemes for match funding.
- Pot holes 2.1 million – some information of work to be carried out forwarded to Clerks.

**Chairman thanked Cllr Butler for attending the meeting.**

**9) Financial matters:**

a) Outstanding payments:

Clerks fees - £xxx

HMRC PAYE - £119.55

SALC training accounts – 3 invoices: £90 invoice 7239, £40 invoice 7271, £10 invoice 7189 totalling £140

Willowdene Resources (Lengthsman Scheme) - £1297.20

It was **RESOLVED to pay these accounts and as Cllr Abbiss was in hospital it was further agreed that Cllr Shineton be asked to sign these cheques as the change of signatory request had not yet been actioned through the bank.**

Clerk also asked that she be allowed to pay her salary cheque in straight away and not wait until the 1<sup>st</sup> August as the cheque would not be honoured if the bank mandate had been amended. It was **RESOLVED that this was acceptable and Clerk would also ask cheque recipients to present their cheques a.s.a.p.**

Any others received after issue of the agenda:  
None.

b) Income since last meeting – 37p interest.

c) Bank statement – produced and initialled by Chairman.

d) Quarterly bank reconciliation/budget:

These were all produced by Clerk and all figures balanced which also showed that the cheque for £150 issued in March to Sidbury Church still had not been presented to the Bank for payment. It was **RESOLVED to write to the Church pointing out that unless this was presented within the next 3 weeks this would be cancelled.**

**All reconciliations were accepted and initialled by Chairman.**

**10) Parish matters/problems:**

a) Parish problems:

- The problem of overgrown hedge/trees raised by Mrs Naven earlier was discussed and it was **RESOLVED to write to Wade Muggleton asking him for a report on work which needs doing. This is not a PC issue but landowner.**
- Rails/metal posts damaged at the Honeysuckle ford junction have been damaged and need urgent attention.
- Clerk produced a photograph and details of the parking issues raised following the School sports day. Clerk had been in contact with SC Housing regarding this as

some residents had expressed their concerns again regarding the irresponsible and inconsiderate parking. Chairman and Cllr Shineton had been kept informed with emails and Chairman had been in contact with the School. Mrs Jones at the School shared the concerns and did arrange for someone to stand at the top of Glebe Drive directing traffic to the parking field for the 2 following events and this did work. The school had also requested parking at the Fighting Cocks which had been agreed. Chairman had also agreed with Mrs Jones that this matter would be discussed as a PC agenda item in conjunction with the school in September. Cllr Millington, as the CP School Governor representative, had also talked to Mrs Jones.

Alice Dilly from SC is away on holiday but when she returns Clerk will contact her again and request that she comes out to look at the problems.

- State of road between Bardley Court and Upper Bardley – numerous potholes and very rough.

b) Parish Watch:

Workshop broken into at Pickthorn Farm - tools/equipment taken.

The Hamlet – fuel theft and containers found in adjoining field.

Numerous break ins locally – all forwarded by Clerk to Cllrs and residents on the mailing list.

**11) Co-option:**

No interest shown.

**12) Standing Orders/Financial Regulations update:**

Dealt with earlier.

**13) Correspondence:**

Emails forwarded include: All noted as received unless stated.

SALC Bulletins

RSN newsletters

Shropshire Rural Hub newsletter

SC – alterations to electoral roll

SC – Street Name signs – meeting Tuesday 5<sup>th</sup> August, Glebe Drive to discuss location of signs. Any Cllrs welcome to attend.

Reply thanking PC for response to Housing Policy Questionnaire

Leader Survey – forwarded to Cllrs – Completed at meeting.

Clerks Direct and LCR magazines

SC – Highways surface dressing programme

Any others received after issue of the agenda

Correspondence received after the agenda:

P Dunne, MP newsletter update

SC – road closure 22/9/14-3/10/14 – Wrickton area 24hrs/day – Cllr Steed took notice to display in Wrickton.

SC – Outdoor Recreation Newsletter update

**14) Planning site visits document:**

Cllr Barratt to look at this for next meeting.

**15) Community litter pick:**

No feedback received from community

**16) Date of next meeting:**

August 18th 2014.

**17) Training updates:**

There is an event planned for 2nd September at Kinlet Village Hall (Fundamentals for Councillors) – details sent out in SALC Bulletin. Please contact Clerk to book onto this.

**\*\*Due to the confidential nature of the business to be discussed under item 18 the public and press shall be excluded under s1 (2) Public Bodies (Admission to Meetings) Act 1960 as amended**

**18) Update: Car parking/playing field \*\* - if anything to report:**

Dr Matt Home had confirmed in an email that due to present family circumstances the land to provide a playing field is not up for discussion.

**Cheques written:**

SALC - £140

Mrs F Morris - £xxx

HMRC - £119.55

Willowdene Resources - £1297.20

**There being no other business the meeting closed at 9.30pm.**

**Signed: Chairman**

**Date:**

These minutes were approved at the Parish Council meeting on 18<sup>th</sup> August 2014.