

## Stottesdon and Sidbury Parish Council

**Parish Council meeting held on Monday 23d April 2018 at 7.390pm in Chorley Village Hall.**

**Present:** Cllrs D Young (Chairman), R Abbiss, J Hill, C Smith, D Ferguson, S Allen.

Parishioners: 1

Clerk: Mrs F Morris

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

Parishioner asked if there was any update on the road repairs, but Clerk confirmed that no reply had been received from Chris Edwards following the previous meeting, but Cllrs felt that a response should be requested.

Parishioner also raised the problem of people picking up dog waste but leaving the bags on the side of the road round Harcourt. It is hoped that once the new bin is installed this might encourage people to use it. It was also commented that there are signs round there asking people to dispose of the water correctly.

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

Cllr S Crawford (family), Unitary Cllrs Butler and Shineton (unavailable), Cllr Barratt (dispensation).

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 26<sup>th</sup> March 2018:**

These had been circulated with the agenda and it was **RESOLVED to accept these as a true record**

**and Chairman signed these accordingly.**

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

(a) Progress report from Clerk:

Dog waste bin:

SC now have a supply of dog waste bins and if the PC prefer this to a litter bin for Glebe Drive then they will provide which ever one we want. Cllr Ferguson pointed out that the bin on the bus shelter had been overflowing recently and queried how often this was emptied. It was **RESOLVED to request a dog waste bin and ask how often the litter bins are emptied.**

Defibrillator:

Clerk confirmed that she had not had the chance to enquire regarding the electricity to these machines but will try to sort this for next meeting.

Silent Soldier:

Clerk confirmed that she had forwarded a photograph of the millennium stone to STAR Housing but still awaits a reply.

(b) any other matters arising:  
None.

**5) Planning applications/permissions/refusals:**

a) Any others received after issue of agenda:  
None received.

**6) SALC report:**

Cllr abbiss confirmed that there was nothing to report.

**7) Unitary Councillor's report:**

Cllr Shineton had sent her apologies but confirmed that nothing had changed from the Annual meeting last week.

**8) Financial matters:**

a) To confirm bank transfer payments from last month – Chairman initialled the receipts.

b) Outstanding payments:

Clerk's salary (bank transfer) - £xx

HMRC PAYE (bank transfer) - £82.74,

Zen (broadband in village hall) - £36.

Silent Soldier Campaign – awaiting confirmation of siting.

Account from Calford Seaden – Party Wall Surveyor Fox and Hounds Car park - £431.83  
(Cllrs attending the Annual parish meeting gave their approval to pay this account).

Invar for Topographic Survey at Fox and Hounds car park - £510.

It was **RESOLVED to pay all these accounts by bank transfer.**

Any other accounts received after issue of the agenda

Came and Company (Insurance renewal) - £300. Cllr Ferguson had looked at this and felt that this was very good cover for the premium.

c) Income since last meeting – precept due 28<sup>th</sup> April.

d) Bank statement – initialled by Chairman

e) Audit arrangements - PKF-Littlejohn - Annual Governance and Accountability Returns.

Clerk confirmed that the accounts must be completed by 10<sup>th</sup> June this year instead of 1<sup>st</sup> July and all paperwork is sent out via email.

Val Hill has given the Clerk details of the dates that she can carry out the internal audit, but Clerk will have to check that this new date will be OK.

f) PWLB Audit Statement - 08411 - 31 March 2018 – required for audit purposes.

**9) Parish matters/problems**

a) Parish problems:

- Provision of defibrillator, Stottesdon – dealt with earlier
- Parking outside school – this is still causing problems and Chairman received a complaint from a resident that her drive is being blocked and that she had been 'pushed' by a parent. This is a Police matter and she should contact them. Clerk hoped for the Police to pop into the meeting tonight. It was also raised at the Annual

Parish meeting last week that with the Police telling parents that they could park with 2 wheels on the pavement this is making the footpath impassable for partially sighted people and those with pushchairs/wheelchair users. There are regularly spaces available in Glebe Drive but parents still park on the side of the road.

- A letter should be sent to Chris Edwards asking for a response to problems raised at the Annual Parish meeting and pointing out that the flooding issue needs resolving. Residents are erecting their own signs warning people of potholes!

b) Parish Watch:  
Nothing to report.

c) Lengthsman Scheme update:

Cllrs were pleased to see Mark Pearce at the Annual Parish meeting and very appreciative of the work he is carrying out. Clerk was asked to clarify liability cover whilst Mark is working on the Highways and ask SC if there are any courses he could attend to cover highway safety etc.

**10) Correspondence:** (all noted as received unless comments made):

Emails forwarded include:

SALC:

- Bulletins
- Social Media training - 18th June 2018, 2pm - 4pm at Stirchley & Brookside Parish Council, The Sambrook Centre, Grange Avenue, Telford
- training session with SALC on 19<sup>th</sup> June at the Lord Hill Hotel, 10 am to 4pm and again on Wednesday 12<sup>th</sup> September on Negotiating a better Planning Outcome. Cllr Abbiss will hopefully attend one of these sessions.
- Appraisal training - Tuesday 24th April 2018, 5.30pm - 7.30pm at Shirehall, Shrewsbury
- Town and Parish Council Neighbourhood Plans - April 2018
- Town and Parish Council Survey – Police Commissioner
- Briefing note to TPCs on the EMG consultation (Lengthsman scheme)
- AONB Management Plan survey
- Revised Model Standing Orders
- Consultation: unauthorised developments and encampments
- Future Fit Consultation: Form for estimating quantities of Future Fit materials

Cleobury Country:

- Level 2 Award in Health & Safety in Health & Social Care - 25th April 2018
- Level 2 Award in Safer Moving and Handling - 24th May 2018
- Chief Executive's Bulletin 14 - 6 April 2018 (NALC)

Came and Co - Council Matters Spring 2018

Any other correspondence received after issue of agenda

**11) Policy updates (if required):**

- Standing orders – new documents received from SALC. These have just been received despite Clerk asking if there had been any alterations last month. Clerk will go through these for the next meeting.
- Asset Register – Fox and Hounds car park needs adding to this.
- Risk Assessment – Clerk will act for next meeting – car park needs adding.
- General Data Protection Regulation (GDPR) – Clerk handed Cllrs folders of the GDPR Toolkit produced by NALC

Item 12: Member of public was asked to leave the room for this item.  
That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

**12) Confidential item - Fox and Hounds car park – Topographic Surveyor’s report:  
RESOLVED as at meeting.**

**13) Date of next meeting:**  
Monday 21<sup>st</sup> May – Annual Parish Council meeting

There being no other business the meeting closed at 9.30pm

**Payments made:**

Clerk’s salary (bank transfer) - £xx  
HMRC PAYE (bank transfer) - £82.74,  
Zen (broadband in village hall) - £36.  
Silent Soldier Campaign – awaiting confirmation of siting.  
Account from Calford Seaden – Party Wall Surveyor Fox and Hounds Car park - £431.83  
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**Signed: Chairman**

**Date:**