

**MINUTES OF THE MEETING OF SHAWBURY PARISH
COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY
JULY 14TH. 2009 at 7.00pm.**

Public Session:

There was one member of the public present but no issues were raised.

Present:

Mr. S. Jones (Chairman)

Mrs. J. Manley

Mr. R. Bailey

Mr. S. Dodd

Mr. D. Baldwin

Mrs. S. Dove

Mr. R. Pinches

Mr. A. Brown

Mr. D. Roberts

Mrs. F. Medley

Mr. G. Humphries

In Attendance:

The Parish Clerk.

Ms. M. Turner (Area Youth Officer)

Ms. G. Moore (Community Development Worker, RAF Shawbury)

One member of the public.

09/61 Apologies:

Apologies were received and accepted from Mr. J. Kennedy and Sqdn. Ldr D. Lewis (RAF Shawbury)

09/62 Disclosure of Personal and Prejudicial Interests:

Mr. Bailey, Mr. Brown and Mr. Dodd each declared an interest in Item 6 of the agenda and Mr. Dodd also declared an interest in Item 4(6).

09/63 Minutes of the Meeting held on June 9th. 2009

The minutes of the meeting, having been circulated, were approved and signed by the Chairman as a true copy, after the following amendments.- Item 09/46(10) add 'and also suggested that a Wi-Fi firm be invited as well. Item 09/54 (2) should read July 26th.

09/64 Matters Arising:

1. Play Area/Youth Pod Paths (09/50):

A grant of £3,000 had been awarded by Shropshire Council's Area Committee and the Police had promised £2,000.00. It was agreed that there was now sufficient resources to go ahead with the scheme. Mr Brown agreed to draw up detailed plans and forward them to the Clerk, who would then seek quotations.

2. Additional Seating (09/46(3)):

Mr. Bailey reported that the seat in the Vicarage garden was beyond repair and it was agreed to dispose of it. It was further agreed to move the seat currently held by

Mr. Pinches to the Burial Ground and purchase a new seat for the BMX area when the track had been completed.

3. BMX Track (09/46(5))

Objections to the plans had been raised by the Historic Environment Officer based at Shropshire Council, on the belief that the area was the site of a Roman road leading from Wroxeter to Chester. After assurances that there would no ground excavation on the site, he had withdrawn his objection. Approval of the plans was still awaited.

4. Highways (09/51(2a)):

Mr. Limb had responded to the issues raised:

- i. The poor state of the lay-by near the Farm Shop had already been identified and would be dealt with in the near future
- ii. There were insufficient resources to deal with the footpath repair but it was hoped to include it in next year's programme.
- iii. The raised manhole was the responsibility of Severn Trent. It was noted that repairs had been carried out.
- iv. Pot holes in Church Street had been repaired.

5. Car Park (09/46(7))

Clerk reported that he had forwarded all the details to Shropshire Council's Traffic Department but to date had not received a response.

6. Children's Play Area – Notice Board.(09/46(8))

Mr. Dodd declared an interest and took no part in the discussion.

Clerk reported that Mr. Dodd had only been able to get one quotation for the supply of a notice board. He had discussed this with the Chairman and because the quote seemed good value for money, it had been decided to order the sign. The contractor is Harry West (Prees) Ltd. and the price is £189.69. Mr. Dodd agreed to erect the notice board.

7. Village Security(09/46(10))

Members, who had attended a demonstration in the village arranged by Mr Roberts from Shropshire Council, reported that it had been a positive event. It seemed likely that a suitable camera, mounted in the car park using infra-red lighting, would meet the Council's needs. It was highly probable that use could be made of Wi-Fi signals. The company were carrying out further tests before sending a detailed report and quotation.

8. Highway Signs (09/46(11))

No response had been received from Shropshire Council.

9. Public Toilet Signs (09/46(12))

Mr. Richards had agreed to a sign being placed on the wall at Baker House. Mrs. Medley stated that the Village Hall Committee did not think the Village Hall railings was a suitable location but Mr. Cobbett had agreed to one being placed on the wall of the white cottage adjacent to the car park.

Mr. Bailey agreed to erect the signs.

10. Alcohol Restriction Areas Order (09/46(12))

Shropshire Council had written to say that the Order had been confirmed and Members reported that the signs had been erected in the Village, where the Order

applied. It was hoped that this would assist the police in tackling illegal drinking and anti-social behaviour.

11. Calor ‘Village of the Year’ Competition (09/47(5))

Mr. Roberts stated that he had read the documentation but that there was insufficient time to enter the competition this year. However, he was prepared to take the lead in preparing an entry for 2010.

12. Hedge between Burial Ground and Vicarage Garden (09/34(b))

Mr. Bailey gave details of a meeting with the Vicar, who had accepted the need to have the overgrown hedge cut back on the Burial Ground side but did not wish to have the height reduced. Mr. Pinches was asked to do the work and to inform the Vicar before he commenced. Clerk to write to the Vicar confirming the details.

13. N.S.D.C - grant for purchase of tools:(08/91 and 08/114)

Mr. Bailey asked for confirmation of the agreement that the tools which had been purchased were for use on the Footpaths Project as well as in the Moat area. This was confirmed.

09/65 Correspondence:

The following correspondence was brought to the attention of Members:

1. Letter of resignation from Councillor George Humphries, who was leaving the area to go to University. Members thanked him for his contribution and wished him success with his studies.
The Clerk indicated that he would advertise for a replacement Councillor.
2. Shropshire Council Play Co-ordinator – details of summer holiday activities.
3. S.A.L.C. – details of the ‘Proposed Key Structure’.
4. Mr. John Ward – informing Members that he had resigned from S.A.L.C. but would continue to run training events.
5. N.A.L.C. – details of awards for Councils, Councillors and Clerks. It was agreed to enter the competition for ‘Most Improved Council’
6. Playing Fields Association- ‘The Playing Field’
7. Shropshire Council - draft ‘Vehicle Activated Speed Policy.’ Members issued with a copy and asked to let the Clerk know if they wished to make a response.
8. Shropshire Council – consultation document on Sustainable Community Strategy 2009 -2010. Full document can be viewed at www.shropshirepartnership.org.uk
9. Shropshire Council – details of the arrangements for three Helicopter Noise Liaison Committees. Shawbury representative to attend the one for the Northern area.

09/66 Accounts for Payment:

It was resolved to pay the following accounts:

Mr. J. Wilson	Salary (July)	£332.22
Mr. J. Wilson	Expenses (June)	£117.43
Inland Revenue	Income tax (June)	£83.00
Mr. R. Bailey	Removal of fallen tree from Moat area	£96.00
	Removal of tree from car park	£54.00
Mr. T. Creber	Village Work (June)	£417.00

Mr. A.Houlihan	Provision of toilet facilities (June)	£50.00
Scottish Power	Electricity supply (June)	£166.35
Mr. R. Bailey	Erdington Play area - Grass cutting & Maintenance	£100.00
Nobridge Ltd.	Grass cutting (March 19 th . – May 8 th .)	£814.20
	Burial Ground (April 3 rd . – May 8 th .)	£161.00
S.A.L.C.	Course fees (Community Engagement and Planning)	£40.00
Mr. S. Dodd	Material for fixing Play Area signs	£14.37
Mr. T. Merchant	Surveying trees and providing report	£1,456.00
Mr. A. Brown	Parish Plan expenses (10/02 – 07/07)	££39.25
RAPRA	Printing Council information leaflets	£80.00
Graphic Office Systems	Photocopier cartridge	£56.34
Myddle & Broughton	50% of fee for Assoc. Clerks Membership	£52.50
S.A.L.C.	Course fee – Power of well being	£226.40
August 2009		
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09/67 Financial Statement:

A financial statement was tabled and approved.

09/68 Internal audit of accounts

All the documents relating to the internal audit and those for forwarding to the external auditor were considered and adopted by a unanimous vote.

09/69 Risk Assessment Documentation:

The risk assessment documentation was tabled and approved.

09/70 Site Meeting Reports:

Mr. Bailey gave details of a meeting with Shropshire Council's Street Scene Manager, who had agreed to put up the new street signs for the various new developments off Church Close and Park Avenue and put a plastic bin on the car park. He had also spoken to a Highways representative, who was in the Village assessing a drainage problem, starting at the Elephant and Castle Public House and tracking down to the river. The engineer had informed him that the drains in Church Street had all been jetted and it was hoped that this will reduce flooding outside the Village Hall..

09/71 Parish Matters:

(a)For Members to raise issues for inclusion on the next agenda:

Sponsorship of Floral Gateways and a possible project for Edgebolton.

Reports from Councillors on delegated responsibilities.

Firework Evening 2009

Possible Council Christmas tree.

(b) For Members to raise issues needing urgent attention:(i) Highways:

(a) Following heavy rain, flooding was taking place at the property owned by Mr. & Mrs. Davies. 88, Whitelodge Park, Shawbury

(b) Concern at the condition of the edges of the road surface throughout the Village, where dropped kerbs join the highway.

(c) Condition of the footpath on the A53 from the Garage to Bridge End.

Clerk to advise Highways Department.

(ii) Streetlights:

No concerns raised.

(iii) Other:

(a) Reports of broken glass in the area of the Youth Pod and Mr. Dodd queried whether a commercial vacuum cleaner should be purchased by the Council. Before making a decision, Mr. Bailey offered to see whether the machine he owned would pick up glass.

(b) Mr. Dodd reported that he had received complaints about parked vehicles making access difficult at the rear of the Glebelands. Chairman advised him that the complainants should contact the Meres and Mosses Housing Association, who had responsibility for that area.

(c) Mrs. Manley stated that Mr. Humphries had treated the Japanese Knotweed again but had said that no action had been taken by the Diocese on the land owned by them.

Clerk to write to Mr. Watney asking for urgent action to be taken.

(d) Mr. Bailey stated that the bus shelters owned by the Council were very dirty and offered to clean them with the help of one other Councillor. Mr. Roberts and Mr. Dodd volunteered their services

(e) Mr. Bailey said that he had sent the Clerk details of the tools purchased for work in the Moat and on the footpaths, so that they could be insured. Clerk was also checking if they were covered, when held at a private address.

(f) Mr. Bailey wondered if it would be a good idea to stop picking up the litter around the Pod to see if those using it would do it themselves. The Chairman felt that the situation would get worse and that Mr. Creber should continue the clearance work.

09/72 Reports from:**(a) Police:**

A written report had been received which indicated in the period between June 5th. and July 9th. the following offences had been recorded:

Common Assault -1; Assault causing actual bodily harm – 1; Burglary of dwelling -1; Criminal Damage – 4; Theft from motor vehicle -1.

Chairman reported that Inspector Wagstaff had been seconded from North Shropshire to Shrewsbury for three months.

(b) Youth:

Ms. M. Turner updated Members on youth activity in the Village:

(a) The junior youth club for children aged 8-13 was running successfully on two Sundays in the month, with between twelve and eighteen attending regularly. Four volunteers were always on duty, with others giving occasional help.

(b) An area programme of activities had been planned for the summer holiday period.

(c) Becky Rogers and Emma Davies had both gained awards.

(c) RAF Shawbury

In the absence of Sqdn. Ldr. D. Lewis, Ms. G, Moore gave the following information:

July 17th. Officer's Mess Summer Ball, including fireworks for 10 minutes at 22.45.

July 18th/19th. Gliders will be using the base.

July 24th. Family Day with various aircraft coming to the base, including the Red Arrows.

July 31st. W.O's and Sergeant's Mess Ball.

The base were planning to extend the facilities for young people but the PTI's on the base needed to gain a YMCA qualification to enable them to work with 15 – 18 year olds.

There was a need to train six staff at a cost of £499.00 per person and grant aid was being sought, with the Parish Council asked to contribute. The Clerk advised Members that this was not within their powers and the Chairman agreed to approach Shropshire Council to see if they could help.

(d) Shropshire Council Councillor:

Mr. Jones reported that:

- i. The Independent Policy Commission report on Primary School Organisation was due for publication on July 15th.
- ii. Mrs. H. Smith, from Clun, had been appointed as the new Head teacher at the Junior School.

09/73 The Power of Well Being:

A Council policy document had been prepared by the Clerk and sent to Members. After consideration the policy was adopted.

09/74 Freedom of Information Act:

A Council policy document had been prepared by the Clerk and sent to Members. After consideration the policy was adopted.

09/75 Planning applications:

A. Members considered an application for the erection of a two storey extension to the side of 9, Church Street, Shawbury and raised no objections.

B. The following applications had been received since the last meeting and discussed with the Chairman and no objections had been raised:

(a) Shawbury Parish Council - creation of a BMX Dirt Track at the bottom end of the Recreation Ground.

(b) White Cottage, Church Street – remedial tree work.

09/76 Possible amendment to Standing Orders:

Mr. Dodd suggested that the Council set up a sub-committee to consider planning applications. Clerk pointed out that the Council had 21 days to respond to an application and in most cases these could be considered at a normal meeting and this had not caused a problem in the past. If there was insufficient time and the application was likely to be contentious he notified all Members and, if requested, called a special meeting.

Members were reminded that all applications could be viewed on the web site and that under standing orders, the Chairman did have the right to make a decision on a planning application.

After discussion Mr. Dodd made a formal proposition that ‘The Council sets up a Planning Sub-Committee’ The proposal failed to get anyone to second it.

09/77 Review of Street Lighting

After consideration and advice from the Clerk, this was deferred until the November meeting, when the capital bids proposals for 2010 – 2011 will be considered.

However it was agreed to seek a quotation for the replacement of the damaged light at the junction of Poynton Road and Church Close. Mr. Brown to advise the Clerk on the type of light required.

09/78 Committee Reports:

(a) Moat Area:

A written report had been sent to Members and after consideration the following decisions were made:

1. The staging at the pond could be removed.
2. The fencing could be reinstated with gaps present.
3. Mr. Brown could get quotes for the provision of signs indicating – ‘Danger Deep Water’.
4. With the approval of English Heritage and the Environment Agency, a digger could be used to create two ponds in the Moat ditch.
5. The Moat Group could have a section on the Web site.
6. The Group could seek additional grants for the purchase of equipment.

Remedial work on the trees:

Members were advised that Mr. Brown had walked the site with Mr. James, to study the report provided by Mr. Merchant.

Mr. James had provided an estimate of £4,490.00 to carry out all the work. It was decided that he should be offered the contract, as he had worked with the group over the past few years and should be declared a preferred contractor. It was noted that a grant was available from English Heritage to cover some of the work. .

(b) Parish Plan

Mr. Bailey brought copies of the two planned publications to the meeting and advised Members that there would be a need for 1,500 copies of the abridged version, for issue to all households. A quote of £477.00 had been received for this. The more detailed one with limited circulation would cost in the region of £25.00 per copy. Members expressed their delight at the standard of both and agreed that the Chairman and Vice Chairman, together with the members of the Parish Plan Committee, should proof read the final versions before publication.

(c) United Charities;

Mr. Bailey reported that at the last meeting of the committee it had been decided to make a grant of £500.00 to a student who was going to University. He emphasised the need for Members to publicise the existence and criteria of the Charity and encourage applications for grants. All grants were confidential.

(d)Shropshire County Council Area Committee:

Mr. Kennedy had sent in a written report which was issued to Members.

The Committee met on July 6th. with Councillor C. Mellings elected as the Chairman. A total of £54,000 was available to give as grants to groups within the Parishes represented on the Committee, with a maximum of £5,000.00 for any application.

It had been decided to give a grant of £5,000 to St. Mary's Church, Shawbury, towards the cost of providing toilet and kitchen facilities and a grant of £3,000 to the Parish Council towards the cost of proving footpaths on the Recreation Ground.

09/79 Press Matters:

Clerk to send information to the press and Parish Newsletter re:

- (a) Councillor Vacancy
- (b) Adoption of policies for 'The Power of Well Being' and 'Freedom of Information'.
- (c) Alcohol Designated Areas.

09/80 Date and Time of next meeting:

The next meeting will be on September 8th. At 7.00pm in Shawbury Village Hall

Approved as a true record of the Meeting.

Signed S. Jones
Chairman

Date July 8th.2009