

**MINUTES OF THE MEETING OF SHAWBURY PARISH COUNCIL HELD IN THE  
VILLAGE HALL ON TUESDAY OCTOBER 13<sup>TH</sup>. 2015 at 7.00pm.**

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**Public Session:**

Two Church Wardens were in attendance to assist the Members in resolving issues related to the retirement of the Vicar and the subsequent management of the burial ground and maintenance of records.

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**Present:**

Mr. D. Roberts (Chairman).

Ms. S. McIntosh

Miss R. Wall

Mr. A. G. Foster

Mr. P. Sharp

Mrs. G. Matthews

Mr. R. Pinches

Mrs. J. Manley

Mrs. M. Clark

Mrs. F. Medley

**In Attendance:**

The Parish Clerk.

Two Church Wardens.

**Apologies:**

Apologies were presented and accepted from Councillors Mr. J. Kennedy and Mrs. T. Howells: Shropshire Councillor S. Jones and the Rev. E. Quirey.

**15/87 Declaration of Personal or Prejudicial Interests.**

There were no interests declared.

**15/88 Minutes of Meeting held on September 8<sup>th</sup>. 2015:**

The minutes of the meeting, having been circulated, were approved and signed by the Chairman as a true record.

**15/89 Matters Arising:**

**(a) Burial Ground (15/84)**

It was noted that:

1. The Rev. Quirey had been positive in her response and had agreed to meet up with representatives of the Council to discuss her role in relation to internments.
2. Mrs. Medley had agreed to continue with her liaison work and would work with the Church Wardens and the Rev. Quirey to ensure everything was efficiently dealt with.
3. The Rev Humphreys had produced papers showing an agreement with the Council for the previous incumbent to be paid £10 per annum for his work in relation to the burial ground. He had overlooked claiming the money but was insistent that the Parish Council should pay him the £190 for the nineteen years he had been the Vicar. He had made a number of statements which were refuted. However to avoid further protracted discussions which could end up costing more than £190 it was agreed to pay the £190.00
4. As the Vicarage was now 'private property' the gateway into it from the burial ground would now be closed and the pathway through the burial ground removed.

**(b) Youth Club/Service (15/73)**

Clerk reported that he had informed Richard Parkes that there was £500.00 in the Council budget for providing a skateboarding event for young people and had asked him to arrange an event in the autumn half-term break, which would help launch the youth club. He had agreed to do this and it was planned for October 25<sup>th</sup>. He had also stated that a Youth Officer had been appointed and would set up a

club in Shawbury, providing suitable accommodation was available. Councillor Medley confirmed that the Village Hall Committee had agreed that accommodation would be made available for a trial period.

(c) Firework Event (15/74).

Clerk confirmed that Mr. Bailey had agreed to the recommendation regarding the entrance fee and that everything was planned for the event.

(d) Fitness Area (15/76(d))

Clerk confirmed that Mr. Watney had raised no objection to the site selected for the proposed area and that there had been no response to articles published in the Newsletter and on the web site about the planned development

Councillor Sharp had completed an application for a lottery grant and this had been circulated to Members for review and comment. The document was approved for submission and Councillor Sharp was thanked for his efforts.

(e) Access to White Lodge Park (15/76(e))

There had been no progress.

(f) Car Park Bollards (15/76(h))

Clerk reported that he had received a quotation of £300 from Mr. Allmark for replacing the three rotten bollards; the Chairman had agreed the price and Mr. Allmark had been asked to carry out the work.

It was noted that Councillor Kennedy has researched the cost of oak posts and found they could be purchased for just over £40.00 each

(g) RAF Donation:

Sqn Ldr. Kim Leach had confirmed that the new Group Captain was happy to be associated with the Community Service Awards and asked that the £50 sponsorship money should be taken from the £300 donated at last month's meeting. She was very pleased to hear that the remaining money would be used to develop two wild flower areas on the Glebe. Members considered a report from Mr. Richard Bailey and endorsed his proposal for the creation of two varied areas. If needed, additional finance was available in the Glebe budget.

(h) Highways (15/76(a))

Although noted by the Highways Department, it appeared that none of the issues reported last month had been addressed. However the redundant posts and electrical connections on the A53 had been removed.

(i) Wem Road – speed cushions (15/76(b)).

Councillor Kennedy had reported damage to some of the speed cushions and this information had been forwarded to Richard Ayton at Shropshire Council who had inspected the damage and arranged remedial action. Clerk had received two emails and one telephone complaint about the cushions and these complaints had also been forwarded to Richard Ayton and Councillor Simon Jones.

Councillor Sharp stated that he had been approached by several parishioners complaining about the cushions and there was a petition being circulated asking for action to be taken. As there had been no response from Councillor Jones, he felt it was important for the Council to seek responses from Shropshire Council. The Clerk was asked to contact Richard Ayton expressing the Council's concern and ask for a response.

Shropshire Council Streetlights:

Clerk had reported the timing problem to Shropshire Councillor Simon Jones, asking him if adjustments could be made to make them more effective and the Vice-Chairman reported that action had been taken.

(k) Fishing Stands:

Mr. Bailey had reported that the river bank had been cleared and volunteers were prepared to construct fishing stands. Clerk had advised Mr. Bailey that Members had given support for the project at an earlier meeting.

**(l) Tree Preservation Order:**

Members welcomed the report from the County Tree Officer that preservation orders had been placed on all the trees in the 'Old School Area'.

**15/90 Correspondence:**

Members considered the following correspondence received by the Clerk since the last meeting, most of which had already been sent to them:

Adrian Brown – Moat issues.

Kim Leach – Donation.

Kim Leach – sponsorship.

Mark McArdle – Hedge cutting (Wem Road).

Nobridge – grass cutting.

Shropshire Council (Health and Wellbeing) – public toilets.

EM North East – closure of the B5063/A49 cross roads.

Michael Watney – fitness area location.

Rev. D. Humphreys – various.

Shropshire Council (West Mercia Police - Grant for CCTV).

Dianne Dorrell – SALC AGM.

Caloo – quotation.

Gail Power VSOS Newsletter.

Mrs. M. Franks – telephone complaint about parking at the Co-op; speeding traffic; Wem Road speed cushions.

Gail Power NALC Newsletter (September 25<sup>th</sup>).

Dianne Dorrell – Newsletter (September 25<sup>th</sup>).

Gail Power – Newsletter (September 25<sup>th</sup>).

Mr. S. Horton – telephone call re accident to grandson playing on Erdington Children's Play Area.

P.C. D. Carpenter – Speed checks.

Gail Power – Police Commissioners Newsletter.

Mr. Patrick Murphy – complaint about Wem Road speed cushions.

SALC – Annual Report and Audited Accounts.

Sophie Mellings – Shropshire Housing Group – Annual Report.

Mr. D. O'Connell – Wem Road speed cushions.

Gail Power – Health and Well Being strategy consultation.

**15/91 Accounts for Payment:**

It was resolved to pay the following accounts:

|                      |                                    |           |
|----------------------|------------------------------------|-----------|
| Mr. J. Wilson        | Salary (October)                   | £550.70   |
| Mr. J. Wilson        | Expenses (September)               | £ 52.76   |
| Inland Revenue       | Tax (October)                      | £137.80   |
|                      | N.I. (October)                     | £1.72     |
| Mr. R. Bailey        | Maintenance etc. (September)       | £480.00   |
| Mr. T. Creber        | Village Work (September)           | £320.00   |
| Nobridge Ltd.        | Ground Maintenance (10/06 – 17/09) | £1,164.31 |
| EON                  | Streetlight Maintenance            | £98.62    |
| Mazars               | External audit (2014/15)           | £360.00   |
| NALC                 | Registration fee for Council award | £30.00    |
| SALC                 | Assessment fee for Council award   | £50.00    |
| Lewis Plant Services | Hire of roller                     | £48.00    |
| Rev. D. Humphreys    | Agreed remuneration                | £190.00   |

**15/92 Financial Statement:**

A financial statement was tabled and approved.

**15/93 Mid-Year Statement of Accounts.**

Members considered the statement which had been forwarded to them with the agenda, noted the contents and adopted the document.

**15/94 External Auditors Report:**

Clerk reported that there were no issues of concern raised about the finances or the administration of the Council.

The Chairman, supported by the Members, thanked the Clerk for maintaining control of the Council's activities and asked that this be recorded in the minutes.

**15/95 Exchange of Information:**(a) Agenda Item for the next meeting:

The Moat.

(b) The following items of concern were reported:(i) Highways:

(a) Councillor Mrs. Medley was concerned that all traffic leaving the Elephant and Castle car park now had to join the A53, as there was a bollard preventing exit to Oak Drive. As this was close to the pedestrian crossing it was a potential danger. She also felt that there was a need for a warning sign about the crossing on the approach from the Shrewsbury direction. These concerns were supported by several Members. It was explained why bollard had been put in place and that it was private land and it was also noted that Oak Drive was an un-adopted road.

Various solutions were proposed and considered and finally it was agreed to invite Mr. David Gradwell (Highways Officer) to meet with some Members to try and identify a solution which would improve the safety of pedestrians and drivers.

Clerk to action.

(b) Councillor Mrs. Manley highlighted concerns she had received about the continuing problems with speeding traffic in White Lodge Park, Church Street and Poynton Road. There had been no progress with the promised 20mph additional signs and road marking. Clerk to remind the Highways Department of the problems and also ask the Safer Road Partnership to carry out a covert speed check in the area in a bid to get more information to re-inforce the concerns.

(c) It was reported that the pedestrian crossing light had been struck by a vehicle and was now pointing towards the bakers. Clerk to report.

(ii) Street Lighting:

No issues raised.

(iii) Other:

(a) It was noted that a tree preservation order had been placed on the trees at 'The Old School' Shawbury.

(b) The Council had been asked to contact Arriva and Shropshire Council to see if it was possible to provide a limited bus service to Wem, especially on Market Day. It was noted that a previous service had been withdrawn because of lack of support, so it was decided to place an article in the Newsletter to see if there would be any general support for a service.

**15/95 Erdington Play Area.**

Clerk outlined the details of an accident which had occurred at the entrance to the play area when a seven year old boy had received a bad facial cut close to his eye. The grandfather of the injured boy had stated that it had been caused because there was a problem with the gate. The details had been reported to the Insurance Company, who had suggested that RoSPA be asked to re-inspect the gate and close access to the park until this was completed.

A re-inspection was carried out on Tuesday 6<sup>th</sup>. October, the play area had been re-opened but the offending gate had been secured until a RoSPA report was available and any necessary remedial work carried out. As yet no report had been received.

**15/96 Reports from:****(a)Police:**

The incident figures for August were:

Burglary: Beech Grove -1 (no suspect identified): Leasowes -2 (under investigation).

Anti- Social Behaviour: Poynton Road – 2: Hazeldine Crescent – 1

Criminal Damage: Hazeldine Crescent -1 (unable to prosecute).

Violence: –Hazeldine Crescent -1 (under investigation).28

**(b)RAF Shawbury:**

No report tabled.

**(c) Shropshire Council:**

No report tabled.

**15/97 Planning**A.The following applications were considered:

Field House, Wytheford Road – amendments to previous application. (No comment response).

The Old Post Office, Wem Road (Grade 11 Listed Building) – internal alterations. (Supported)

B. Applications approved by Shropshire Council

Development on land N.E. of A53 – residential development of up to 50 properties.

Woodside, Wytheford Road – erection of outbuilding for storage of caravan, etc.

**15/98 Local Council Award Scheme:**

(a)Members confirmed that they wished to continue with the application for the Foundation Award and pay the NALC registration fee of £50.00 (+VAT) and the SALC fee of £50.00 for carrying out the assessment.

(b) Members then unanimously confirmed the following resolution:

The Council publishes on the Shawbury Parish Council web site, the following documents:

1. Standing Orders and Financial Regulations.
2. A publication scheme.
3. The last annual return.
4. Transparent information about council payments.
5. Code of Conduct and link to Councillors register of interests.
6. Dates of all meetings.
7. Minutes of all meetings held in a full year.
8. Current agendas.
9. Budget and precept information.
10. Complaints policy
11. Council contact details and Councillor Information.
12. A current action plan.
13. Evidence of consulting the community.
14. Publicity advertising Council activities.
15. Evidence of participating in town and country planning.

Members also confirmed that the Council has on record a:

1. Risk management scheme.
2. Register of assets
3. Contract for the Clerk.
4. Disciplinary and grievance procedures document.
5. Policy for training Councillors.
6. Record of all training undertaken by staff and Councillors in the past year.
7. Clerk who has achieved 12 CDP points in the past year.

**15/99 Committee Reports:**

No reports tabled.

**15/100 Press Matters:**

Clerk to prepare a report for the Newsletter about highways problems and a possible bus service.

**15/101 Date and Time of next meeting:**

The next meeting will be on November 11<sup>th</sup>. 2015 at 7.00pm in Shawbury Village Hall.

**Approved as a true record of the Meeting.**

**Signed: S. McIntosh (Chairman)**      **Date: November 10<sup>th</sup>.2015**