

Acton Burnell Combined Parish Council

Consisting of Acton Burnell, Pitchford, Frodesley, Ruckley & Langley

PARISH COUNCIL MEETING

At Pitchford Village Hall

Tuesday 10 July 2018 at 7.30pm

MINUTES

18.7.1. Chairman's Welcome.

The Chairman opened the meeting and welcomed all attendees.

The Chairman, Cllr Long, made a presentation to the outgoing Chairman. He thanked Cllr Faulkner on behalf of the Parish Council for his many years of Chairmanship and also Mrs Faulkner for her support in doing so. Cllr Faulkner was presented with a small gift from the Members along with flowers for his wife.

18.7.2. Present:

Cllr J Long - Chairman, Cllr K Faulkner- Vice Chair, Cllr A Argyropulo, Cllr G Ball, Cllr G Davies, Cllr P Harrison, County Cllr D Morris and E Wicks – Clerk.

Apologies: Cllr C Culliss, Cllr T Johnson and Cllr R Morgan.

18.7.3. There were no declarations of interest.

18.7.4. There were no public attendees.

18.7.5. Minutes of the Previous Meeting:

Cllr Ball proposed acceptance of the minutes of 15 May 2018. Seconded by Cllr Faulkner and agreed by all.

18.7.6. Matters Arising from the Minutes of the Previous Meeting not Dealt with in Items Below:

- The Chairman advised he had responded to the Police Commissioner's Survey.
- The Clerk advised that it was in accordance with Council Standing Orders and Risk Assessment that the Council should find a more suitable venue for meetings during winter months. Cllr Long had approached Concord College who had advised that they could provide a room. The Council discussed the suitability of other venues as alternatives to the College.
- The Council agreed that the College was the best option with the following provisos:
 - (i) The room used must be easily found and accessible to both Councillors and any members of the public wishing to attend; and
 - (ii) The Council must make the standard payment for the use of the room.

Clerk to notify Village Hall of booking change. Cllr Long to arrange with College.

18.7.7. The Council had received a poster for display re the NHS out of hours 111 call line.

The Clerk provided an updated Council Contact list for display on PC Notice Boards.

The Clerk advised that there was one outstanding action from previous minutes. Item 18.5.18 ii. The Lightsource monies had already been received this year so priority was low, but the Clerk assured Members that it would be done in good time for next year's payment.

18.7.8. Cllr Morris reported that:

He had received the email from the Chairman regarding the numerous outstanding highways issues within the Parish and had raised it with the Steve Davenport, the senior Highways Manager responsible within SC. The Manager had responded with a collated list of 26 issues and a timetable for works to be completed over the next 2 weeks with an update to follow. **Clerk to forward a copy of the email to all.** He had a number of 'Future Fit' posters for distribution. **Clerk to ensure display on PC Notice Boards.**

Signed:

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The Business Rates Relief Review would have little effect locally and Village Halls with a casual bar like that in Pitchford would not see a rates increase.

He had received a complaint of the doors being left open at the former Swan public house in Frodesley, thereby potentially attracting vandals and squatters. The owner had advised that it was always locked up.

He had submitted a proposal for a county wide ban on Chinese lanterns. A number of Councils have already done so and it is hoped Central Government will recognise the issues and take it up.

18.7.9. A Police Report newsletter had been received that day. The few relevant incidents were noted.

18.7.10. Defibrillators:

The Clerk had contacted the College Facilities Manager to advise everything was in place for the remaining 2 installations to be completed. However, the Clerk had received no response and the Manager had been unavailable by phone. **Clerk to contact the Bursar, Barbara Belfield-Dean**

18.7.11. GDPR:

The Clerk advised that documents were being worked on, but associated documents needed to be published together. Members will be issued with completed documents for consultation.

18.7.12. Highways Matters:

- i) The Clerk had spoken to the Highways Manager. They had someone collating all outstanding issues for the Parish;
- ii) Contrary to previous indications, the road through Pitchford was not on the list in the SC Highways Department for resurfacing in the near future:
- iii) On the road from Pitchford to Cross Houses, the flood damage will be repaired using rock baskets;
- iv) A hole has appeared on the road from Acton Burnell to Ruckley. 1/3rd mile after crossroads immediately after new field entrance on the right and Home Farm on the left. **Clerk to report to Highways.**

18.7.13. Finance:

- i) Cllr Argyropulo proposed to accept the listed payments of accounts, seconded by Cllr Harrison, agreed by all.
- ii) Cllr Ball proposed to approve the Bank Reconciliation, seconded by Cllr Faulkner, agreed by all.
- iii) Cllr Harrison proposed to agree the Clerk's additional hours, seconded by Cllr Davies, agreed by all.

18.7.14. Planning

- i) Clerk to update on existing planning applications:
 - Ref: 17/04986/FUL (validated: 24/10/17)
Address: Oaklands Farm, Pitchford, SY5 7DJ
Proposal: Construction of a reservoir to store water for irrigating crops
Status: Await decision
 - Ref: 18/00048/FUL & 18/00049/LBC
Address: North of Duffys Cottage
Proposal: Conversion to holiday let
Status: Await Decision
 - Ref: 18/00944/FUL (validated: 28/03/2018)
Address: Residential Development Site, Stoneleigh Close, Acton Burnell, Shropshire
Proposal: Erection of two dwellings
Status: Refused
 - Ref: 18/01471/FUL (validated: 04/04/2018)

Signed:

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Address: Croft Cottage, Pitchford, Shrewsbury, Shropshire, SY5 7DP

Proposal: Erection of two-storey rear extension

Status: Granted

- Ref: 18/01060/FUL & 18/01061/LBC (validated: 13/04/2018)
ADDRESS: Pitchford Hall, Pitchford, Shrewsbury, Shropshire, SY5 7DN
Proposal: Change of use of orangery to mixed use venue; internal works/alterations.
Status: Await Decision.

- Ref: 18/01973/AGR
Address: Frodesley Grange Farm, Frodesley, Shrewsbury. SY5 7HX.
Proposal: Erection of General Purpose Farm Building for Storage of Machinery, fodder and the Provision of a Covered Feeding
Status: Granted (Prior Approval not required).

ii) Clerk to report on planning decisions submitted since last meeting, under delegated authority:

- Ref: 18/02367/TCA (validated: 12/06/2018)
ADDRESS: Old Blacksmiths Shop Acton Burnell SY5 7PQ
Proposal: To fell Beech Tree within Conservation Area
Council Objects: not too near house, refused to replace, suggest pruning
- Ref: 18/02861/TCA (validated: 21/06/2018)
ADDRESS: Corner House 8 Acton Burnell, SY5 7PE
Proposal: To remove woody species within Conservation Area
Council Supports: self-seeded and not healthy

iii) There were no planning applications received since 01 Jul 18.

18.7.15. Asset Management:

- i) Cllr Harrison proposed to adopt the Asset Management Policy, Cllr Ball seconded and all agreed.
- ii) Cllr Argyropulo proposed to accept the Register of the Council's Assets, Cllr Davies seconded and all agreed. **Clerk to investigate ownership of the Pitchford Bus Shelter.**

18.7.16. Financial Regulations:

Cllr Faulkner proposed that the PC accept the Financial Regulatory documents, seconded by Cllr Harrison and agreed by all:

- Financial Regulations (as amended).
- Standing Orders
- Risk Assessment & Financial Risk Assessment

18.7.17. LJC. No meeting had taken place and none was planned in the immediate future.

18.7.18. Parish Matters:

- i) Telephone boxes: Council agreed all options set out in the Clerk's paper on the subject were too costly and noted that a good deep clean might suffice. As volunteers had already been identified in Pitchford, it was agreed that, as an initial test step, they could power wash the phone box. Councillors would then inspect the result and make a decision on what subsequent actions were needed. **Clerk to arrange.**

- ii) The Clerk provided a short report from the initial Community Led Parish Plan Meeting (attached).

Cllr Harrison submitted a draft document for consideration. The document provides an update from the 2013 Parish Plan and asked parishioners to identify priorities for outstanding or new community concerns and for volunteers to carry forward work on it. The Council agreed the Community Led Parish Plan document with some minor amendments. **Cllr Harrison to circulate to all Members for comment before distribution with 'Village Views'.**

The document will be delivered to parish households alongside the July issue of Village Views. Completed documents can be returned to the Council or left in boxes provided at Acton Burnell Post Office and Pitchford Village Hall. **Cllr Harrison to arrange.**

Signed:

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- iii) Councillors had received reports and complaints of near misses with vehicles traveling to and from the College. Extending the 30mph speed limit could be considered.
The 20mph speed limit in Frodesley was generally thought to be working.
College staff and contractors need to be reminded to drive at speeds appropriate to conditions.
Chairman to speak to College Principal.

18.7.19. Training: It was agreed that Cllr Johnson & Cllr Harrison would attend Councillor training in September.
Clerk to book 2 places.

Date & Time of Next Meeting: The next meeting of the Parish Council will be held in Pitchford Village Hall at 7.30pm on Tuesday 11 September 2018.

Clerk: *Elizabeth Wicks*

Tel: 07768 437032

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Signed:

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