

Acton Burnell, Frodesley, Pitchford, Ruckley & Langley Parish Council

Parish Council Meeting
Tuesday 9 March 2021 at 7.30pm
(This meeting took place via remote video link).

MINUTES – DRAFT

- 21.3.1** The Chairman welcomed all to the meeting and explained the proceedings.
- 21.3.2** **Present:** Cllr J Long - Chair, Cllr P Harrison - Vice Chair, Cllr G Ball, Cllr C Cullis, Cllr T Johnson, Cllr A Argyropulo, Cllr G Davies, Cllr R Morgan, Cllr K Faulkner, County Cllr D Morris, A Morris – Clerk.
Public Attendees: R Adams - Airband
- 21.3.3** **Declarations of Interest:** Cllr Morgan declared an interest in pending planning applications at Home Farm Barns and Hunter's Moon. No decisions were made on these applications at this meeting.
- 21.3.4** **Public Session:** Standing orders suspended.
The Chairman brought forward discussion of Local Broadband (BT & Airband) **Agenda item 21.3.14.**
R Adams presented the Council with details of fibre cables being installed in Acton Burnell, Ruckley and Langley by Airband as part of Shropshire Council's Connecting Shropshire project which aims to improve broadband speeds across Shropshire. He apologised for the lack of prior notice given to the Parish Council ahead of the works and said they should be complete within 8 weeks. **Action: R Adams to liaise with Cllr Ball re any issues relating to works in Ruckley. Action: R Adams to provide the Clerk with a map of the route, Clerk to circulate to Councillors.**
Standing orders re-instated.
- 21.3.5** **Minutes of previous meeting:** Cllr Ball proposed an amendment to the draft minutes to show that the budget had been discussed at the meeting and noted that the PC has currently exceeded its 2020/21 budget by 8%. Cllr Faulkner seconded and all agreed. Cllr Harrison proposed acceptance of the minutes of the previous meeting on 19 January 2021 on this basis. Cllr Morgan seconded and all agreed.
- 21.3.6** **Police Report:** The Council is not currently receiving crime updates from WMP.
- 21.3.7** **Shropshire Councillor's Report:** Cllr Morris provided a report to the meeting which included the following:
- SC has administered £125million to Shropshire businesses mandated to close since the beginning of the pandemic.
 - Purdah starts on 15 March for local elections on 6 May 2021.
 - SC Council Tax will increase by 3.99% in 2021/22.
 - SC has a COVID transport programme to help vulnerable people to get to vaccination appointments.
 - Free car parking will be available in all SC car parks 12-25 April 2021, 8am-6pm to aid business recovery once non-essential retail opens up.

Signed:
Date:

Chairman

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- SC will receive £9.51 million from Central Government for repairing potholes from 2021/22.
- SC is offering free school meals to qualifying children during May half term.
- The redevelopment of the Smithfield Riverside area in Shrewsbury was signed off by Cabinet on 8 March 2021. The Crown and County Courts are likely to remain where they are once Shirehall is sold.

21.3.8 Finance:

- 21.3.8.1 The Council approved the payment of accounts totalling **£1,361.56** (see List of Payments).
- 21.3.8.2 The Council accepted and approved the Bank Reconciliation as presented by the Clerk.

21.3.9 Annual Parish Meeting

- 21.3.9.1 The Council decided to hold the Annual Parish Meeting via remote video link on 4 May 2021. **Action – Clerk to advertise meeting and liaise with Cllr Long regarding agenda.**

21.3.10 Parish Council Elections – 6 May 2021

The Clerk updated the Council on details of Parish Council elections to be held on 6 May 2021. **Action: Clerk to check with SC whether there are any promotional materials to help advertise election to potential new candidates.**

Action: Cllr Harrison to advertise SALC Make a Change event on Facebook page.

Action: Clerk to send Councillors details of how and where to submit nomination papers.

21.3.11 Internal Audit and Governance

- 21.3.11.1 The Parish Council reviewed its Internal Control procedures and agreed the following:

- Cllr Cullis will be responsible for checking and signing hard copies of the Bank Reconciliation after it has been approved at Parish Council meetings.
- To invest in cloud storage in order to ensure a safe back up of Council documents.
Action: Clerk to investigate options.
- To incorporate the budget into finance spreadsheets from next financial year to ensure it is being adequately monitored and correct procedures for budget overspend are followed. **Action: Clerk to amend finance spreadsheets.**

21.3.12 Planning:

- 21.3.12.1 **Council to consider new planning applications:**

Ref: 21/00645/FUL Validated: 17/02/2021 (PC to comment by 10/3/21)

Address: 1 Frodesley Court, Frodesley, SY5 7QH

Proposal: Erection of an oak framed and timber clad home office and store, following the removal of an existing domestic timber shed

Status: Open – **Council agreed to support this application.**

- 21.3.12.2 **Clerk to update on existing applications:**

Ref: 20/05136/VAR (dated: 15/12/20)

Address: Mulberry House, Acton Burnell, SY5 7PE.

Proposal: To regularise as built

Status: Withdrawn **Action: Clerk to contact SC to check status of Mulberry House.**

Signed:
Date:

Chairman

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Ref: 20/05151/FUL (dated: 16/12/20)

Address: Cottage Farm House, Frodesley, SY5 7HD.

Proposal: Erection of 2 storey extension

Status: Pending – PC Objects.

Ref: 20/04114/VAR (validated 15/09/20)

Home Farm Barns, Acton Burnell

Status: Pending.

Ref: 20/01757/OUT (validated: 05/05/2020)

Address: Land East of Stoneleigh Close, Acton Burnell

Proposal: Outline application for a residential development to include means of access

Status: Refused.

Ref: 20/01936/FUL (validated: 21/05/2020)

Address: Residential Dev. Site, Stoneleigh Close, Acton Burnell,

Proposal: Erection of 2 No dwellings (re-submission)

Status: Pending – PC Objects.

Ref: 19/03636/FUL (Amended application submitted: 6/2/20)

Address: Broadlands, Concord College, Acton Burnell.

Proposal: Erection of 3 extensions, relocate gas tanks and provide oil tanks

Status: Pending.

21.3.12.3 Clerk to update on Other Planning Notices

Ref: 20/07437/ENF Dated 16/9/20) attached to planning permission 18/05229/FUL

Home Farm Barns, Acton Burnell 15/09/20

Status: Pending.

Ref: 19/06414/ENF (validated: 7/2/2019)

Address: Frodesley Lodge, SY5 7QH

Issue: Alleged breach - erection of large wooden framed building.

Status: Pending

Ref: 19/06442/ENF (validated: 21/2/2019)

Address: Adj. Stoneleigh, Acton Burnell

Issue: Alleged Breach - construction of visibility displays.

Status: Pending

Action: Clerk to forward email to SC Planning Team onto Cllr D Morris and Ian Kilby to chase response on above Other Planning Notices.

21.3.13 Highways Matters: See the Clerk's Report. The Council discussed the problems with potholes, particularly in Pitchford. These have been reported to SC and are in their works programme. The road in Pitchford needs to be completely resurfaced.

21.3.14 Local Broadband (BT & Airband): Discussion brought forward to public session, see 21.3.4 above.

21.3.15 Community Led Plan: The Council discussed the ongoing issue of dog mess. **Action: Cllr Morgan to print and erect some responsible dog owner signs around Acton Burnell.**

21.3.16 Environmental Matters: Cllr Long reported that he is awaiting news from English Heritage on when the stabilisation of the Roman Bridge will be funded.

21.3.17 Parish Matters

21.3.17.1 The Council discussed the following matters:

- The flooding at the bottom of the hill in Frodesley needs someone from SC to look at it. **Action: Clerk to contact Jonathan Ingleby at SC.**

Signed:
Date:

Chairman

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- Whether Lightsource Fund could be used to help subsidise rental of Pitchford Village Hall for a potential new mother and baby group. **Action: Clerk to provide Cllr Harrison with funding application form.**
- Water on the Ruckley Road near Home Farm. **Action: Clerk to report to SC again and copy in Jonathan Stigwood.**
- Blocked culvert in Ruckley. **Action: Clerk to report to SC.**

21.3.18 Return to Face to Face Meeting Risk Assessment: The Council discussed the requirement to return to face to face meetings from 7 May 2021. **Action: Clerk and Cllr Long to carry out Risk Assessment of using Pitchford Village Hall for face to face meetings and undertake any necessary actions required for meeting under COVID safety recommendations.**

21.3.19 Date, Time, and Location of Next Meeting
11 May 2021, 7.30pm. Location TBC.

Signed:
Date:

Chairman