

## Acton Burnell Combined Parish Council

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

### PARISH COUNCIL MEETING

#### At Pitchford Village Hall

Tuesday 9th January 2018 at 7.30pm

#### MINUTES (draft)

18.1.1 The Chairman opened the meeting and welcomed all attendees.

#### 18.1.2 Present & Apologies:

i) Present: Councillor K. Faulkner – Chairman, Councillor J. Long – Vice Chair, Councillor T. Johnson, Councillor P. Harrison, Councillor C. Culliss, Councillor G. Ball, Councillor R. Morgan. E. Wicks – Clerk.

County Councillor D Morris joined later part of meeting as also attending at 2 other PC meetings.

ii) Apologies: Councillor G Davies.

18.1.3 There were no Declarations of Interest.

18.1.4 There were no public attendees.

18.1.5 The minutes of the meeting of 14<sup>th</sup> November 2017 were accepted with the insertion of 2 missing names.

#### 18.1.6 Clerks Report

i) Shropshire Rural Communities Charity Poster received, Clerk to request clearer colour and type before displaying

ii) Received Conditions of Hire and form for hire of Village Hall. Clerk to complete and return.

iii) Venus Pool overgrown hedge. Clerk spoke to Secretary of bird sanctuary. Program of hedge trimming consistent with wildlife considerations. Next cutting in February. All to wait and monitor.

iv) Action list outstanding

17.9.13. Banking mandate, forms not yet submitted waiting for last id confirmation. See item under Finance

17.11.6ii. Draft minutes will be posted once training received

17.9.8. Cllr Ball reported that although the Highways technician had attended, taken photos and submitted a report, no damaged/removed grit bins had been replaced or the new ones provided at additional sites. Pass to Cllr Morris to chase.

#### 18.1.7 Shropshire Councillors Report:

i) The County Council is to purchase two shopping centres in Shrewsbury, current owners not investing and becoming shabby, whole area by the river needs to be improved. Development of Shire Hall, heating and lighting needs upgrading with the intention to invite other bodies, businesses to use the spare capacity. Already cutting 200 jobs next year and increase in Council Tax to fund County development projects, so the County Council is also looking at different ways that it can actually generate income to meet its commitments. Peter Nutting (Head of Shropshire council) has been presenting the strategy around the County. Cllr Morris to see if he would also speak at the AB Annual Parish Meeting in May.

ii) New funding for Heating in homes, a notice has been circulated.

iii) Cllr Morris noted the outstanding Highways issues and advised he would chase.

#### 18.1.8 No Police Report received: Last newsletter received in November.

Cllr Morgan reported that armed police were called to Acton Burnell after 2 men with rifles were seen walking through college grounds past the castle to the woods. Not aware that the police managed to apprehend them.

Signed.....6<sup>th</sup> March 2018

**18.1.9 Defibrillators:** Clerk reported that first defibrillator was installed on the side wall of the shop at Acton Burnell.

The one for Ruckley and Langley was with K. Faulkner, while the cabinet was with Miles Heaton-Cooper who was investigating whether it could be powered with solar energy.

In order to use the telephone box at Frodesley, the Clerk had established the power isolation point, had obtained an ISO9001 certificate and confirmation of BS7671 conformity for the equipment in accordance with the BT contract. The equipment was with the College's Facilities Manager for installation.

The use of the telephone kiosk at Pitchford was proving problematic and could be costly. The Clerk contacted Mike Price to see if it could be housed on the side of the Village Hall. He did not foresee any issues but it would be raised at the committee meeting end of January. K. Faulkner to advise M. Price of preferred location.

Notice to be put in Village Views for anyone interested in Training to contact the Clerk. Cllr Johnson to speak to a contact who was willing to provide training.

**18.1.10 Data Protection Officer:** Current advice was that neither Councillors nor Clerk could be the DPO. Clerk to contact SALC to ask if they could provide the service. Also to contact Clerks of neighbouring PCs.

**18.1.11 Shropshire Local Plan Review:** The Chairman advised that process seems to have stalled. The plan was being updated by the C. Council and was supposed to come back again for consultation, but this had not yet happened.

**18.1.12 Highways Matters:**

i) Clerk had submitted items after last meeting, not even received an acknowledgement to email. Pass to Cllr Morris to chase.

ii) Cllr Ball said that holes starting to appear in road surface, from Ruckley junction to Causeway Wood. Clerk to report.

iii) Cllr Johnson had spoken to Highways in regard to an issue with the road at the lower bend in Pitchford. Tree roots go under the road and both houses, one on either side of the road, vibrate when traffic passes. Highways confirmed that there was an issue as there was only a thin surface layer. The road all through Pitchford was due to be resurfaced in July.

iv) Council agreed that during the snow, a reasonable job was done to clear the roads in the parish, the grit spreaders got out and had given a good service.

**18.1.13 Finance:**

i) Council agreed to approve payments of accounts listed (see attached).

ii) Council agreed to accept the Bank Reconciliation as presented by the clerk.

iii) Council agreed to remove Cllr C. Cullis from the Banking Mandates until it was convenient for her to get to the bank with valid id. Clerk to submit amended bank changes forms.

iv) Council agreed J. Long to do transfer from Lightsource Current to Lightsource Savings account.

v) Council agreed Clerks additional hours for training and projects (see attached).

vi) **Precept** – The Chair explained how the precept was calculated and the Vice-chair explained the figures for the next financial year (see attached).

The Council agreed unanimously that the precept should not increase.

The Council agreed that the Village Views should not be funded by the Parish, but should become self-funding. Village Views could ask for a start-up grant from the Lightsource fund.

**18.1.14. Planning:**

i) Clerk's report on previous applications

- Ref: 17/04524/FUL (validated: 15/09/17)  
Address: 20 Pitchford  
Proposal: Formation of dropped kerb  
Status: Granted
- Ref: 17/04983/VAR(validated: 13/10/17)  
Address: Acton Burnell Hall  
Proposal: Variation of condition 1 attached to 11/04798/FUL dated 14/12/2011 to retain the sports hall for a further 6 years.

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Status: Granted

- Reference:17/03895/OUT (validated: 08/08/2017)  
Address: Swan House, Frodesley, Dorrington, Shropshire.  
Proposal: Outline Application for replacement dwelling.  
Status: Awaiting Decision.  
Owners have publicly accepted an offer. Council felt that publishing the full details of the correspondence on the planning portal was inappropriate.
- Ref: 17/05029/FUL (validated: 17/10/17)  
Address: Frodesley Hall Farm, Frodesley  
Proposal: Change of use from agricultural land to site for 8 Touring caravans and associated works to include installation of septic tank  
Status: Awaiting Decision
- Ref: 17/04986/FUL (validated: 24/10/17)  
Address: Oaklands Farm, Pitchford, SY5 7DJ  
Proposal: Construction of a reservoir for storage of water, for irrigating agricultural crops  
Status: Awaiting Decision
- Ref: 17/04990/FUL (validated: 24/10/17)  
Address: Frodesley Hall Farm, SY5 7HF  
Proposal: Change of use of amenity pool to a fishing pool Change of use of amenity pool to a fishing pool  
Status: Granted

ii) Report of planning decisions made under delegated authority to Clerk, since last council meeting

- Ref: 17/05976/TCA  
Address: Concord College, Acton Burnell, Shrewsbury, Shropshire, SY5 7PF  
Proposal: Various works to trees around Acton Burnell protected by Acton Burnell Conservation  
Status: Awaiting Decision  
**Parish Council Delegated Decision: No objections raised**
- Ref: 17/05419/LBC (Validated 08 Nov 2017)  
Address: Corner House 8 Acton Burnell Shrewsbury Shropshire SY5 7PE Proposal: Erection of single storey side extension affecting a Grade II Listed Building  
Status: Awaiting decision  
**Parish Council Delegated Decision: Supports**  
**Comments: The Parish Council has no objections to this application**

iii) There were no new applications

iv) There were no applications submitted since 02/01/18

18.1.15 **LJC.** Nothing to report

#### 18.1.16 **Parish Matters**

- i) Personnel Committee to arrange and undertake Clerk 6 month review before the end of February.
- ii) Parish Plan - Council agreed that this should be started. Use the 'Village Views' to communicate to the Parish. Include an update of what has been achieved from the previous plan.  
Clerk to find out if and what the C. Council will facilitate this time round.  
To access any CIL monies the PC must provide a list of priorities for Parish, which would come from the Parish Plan.
- iii) Village Hall – only Parish building, as a facility needs safeguarding. Chairman to contact owners to discuss the possibility of purchasing the freehold.

18.1.17 **Training:** Clerk and Cllr Ball to attend website training on Friday 12<sup>th</sup> Jan.

18.1.18 The Chairman called the meeting to a close at 10.10pm.

**Date and time of next meeting Tuesday 6<sup>th</sup> March 2018**

**Clerk:**

*Elizabeth Wicks*

Tel: 07768 437032

[clerk@actonburnellparishcouncil.org.uk](mailto:clerk@actonburnellparishcouncil.org.uk)

Signed.....6<sup>th</sup> March 2018

