**Acton Burnell Combined Parish Council**

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

**PARISH COUNCIL MEETING**

**At Pitchford Village Hall**

Tuesday 13th March 2018 at 7.30pm

MINUTES – (DRAFT)

* + 1. The Chairman opened the meeting and welcomed all attendees
    2. **Present**: Cllr K Faulkner – Chairman, Cllr J Long – Vice Chair, Cllr G Ball, Cllr C Culliss, Cllr R Morgan, Cllr T Johnson, Cllr A Argyropulo, County Cllr D Morris, County Cllr Potter and E Wicks - Clerk **Apologies:** Cllr P Harrison, Cllr G Davies
    3. **Declarations of Interest.** There were none at this point.
    4. **Public Session:** J Glover, a representativeof the Village Views editorial team, attended to explain the application for a grant to support the re-launch of the Newsletter and Directory.
    5. **Previous meeting minutes.** Thesewere accepted after 2 minor amendments
    6. **Clerks report:** Clerkhad attended a Clerks meeting organised by the Community Enablement Officer, so had updates which would be included in appropriate items.
    7. **Shropshire Councillors Report:** Thiswas taken out of sequence before the Public Session, to allow Cllr Morris to attend other commitments. **S**hropshire Council has signed off its Financial Strategy which included a 5.99% increase to Council Tax. They have managed to balance the budget, albeit using some reserves, but finances are stable and secure for the next 3 years. They are also lobbying the Government for 100% of Business rates rather than the current 50%. Cllr Faulkner queried why consultants were needed to develop the shopping centres. Cllr Morris said the Council had no expertise in this, the cost of consultants was included in the original analysis and in the budget for purchase and development. The listed bridge, A49, is liable to collapse after being hit and Highways intend to put up 1 way lights while the work is being carried out. Cllr Morris has asked Highways to reconsider as he believes there is enough room for two narrow lanes. C. Cllr Morris left after making his report.
    8. **Police Report:** A crime report had been issued and circulated. Cllr. Faulkner advised that 3 men had been seen in Ruckley and items had been stolen from properties. C. Cllr Potter advised that throughout the whole of Shropshire there were a maximum of 14 Police Officers on duty at any one time.
    9. **Defibrillators:**

i) Installation – Clerk advised 2nd defibrillator now installed in phone box at Frodesley crossroads. Cllr Culliss has agreed to manage it. Clerk to pursue installation of other 2 defibrillators & ask Concord College if electrician can obtain the meters. Clerk to contact N. Cooke to see if one could be installed on his end wall.

ii) Life Saver Training – Cllr Johnson advised that although the snow prevented attendees from other villages, 15 people attended from Pitchford. The training was well received and there was interest in the defibrillators and an appetite for refresher training. A further session will be organised for those that were unable to attend. Thanks go to Emily D. for presenting the training that evening.

* + 1. **Data Protection Officer:** Clerk advised that feedback from other Council Clerks, that had appointed DPOs, suggested that they had been given unworkable processes for communicating with parishioners, others had not appointed anyone and were content to wait and see. Clerk to attend training session at Shire Hall later this week.
    2. **Shropshire Local Plan Review:** Consultation has been done and responses were being considered.
    3. **Highways Matters:**

i)Clerk had been advised that Venus Pool Hedge had been cut back.

ii) Grit had been delivered to Ruckley but not elsewhere. C. Cllr Potter advised that Highways maintenance is in transition to Kier, the new contractor. The portfolio holder is Cllr S Davenport. The Highways budget has been cut by £30m this year and the same next year.

Cllr Faulkner advised that the tree will be removed and bridge rebuilt on the bridleway between Evenwood and Little Langley.

* + 1. **Finance**:

i) Cllr Morgan proposed to approve payments of accounts, Cllr Long seconded and Council agreed.

ii) Cllr Long proposed to accept the Bank Reconciliation, Cllr Johnson seconded and Council agreed.

iii) Clerk reported that HSBC had now updated contact details and signatories as requested and the Clerk finally has access to on-line Banking.

iv) Council agreed Clerk’s additional hours for training and projects (see attached).

**18.3.14 Planning:**

**i) Update on previous applications**

* Reference:17/03895/OUT (validated: 08/08/2017)

Address: Swan House, Frodesley, Dorrington, Shropshire.

Proposal: Outline Application for replacement dwelling.

Status: Awaiting Decision.

* 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: Granted with proviso of screening & other ecological considerations**

* 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

**Status: Granted**

* 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: Granted**

Ref: 17/05415/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: Granted**

**ii) Council to consider any new applications – notices circulated prior to meeting**

* Ref: 18/00327/FUL

Address: 1 Rural Cottages, Pitchford

Proposal: Erection of a single garage

**Council Agreed to Support**

* Ref: 18/00046/FUL

Address: Duffys Cottage, Ruckley

Proposal: Erection of 5 bay garage and store

**Council Agreed to Object –** The planned building is out of proportion & scale in relation to the listed building

* Ref: 18/00048/FUL & 18/00049/LBC

Address: North of Duffys Cottage

Proposal: Conversion to holiday let

**Council Agreed to Support** – With proviso that it adheres to the Conservation Officer’s recommendation and that proper attention is given to sewage waste and surface drainage as the main property is liable to flooding.

* Ref: 18/00730/VAR

Address: Oak Tree Farm, Frodesley

Proposal: Variation to include extending and closing in porch

**Council Agreed to support**

* Ref:18/00752/FUL

Address: Frodesley Hall Farm

Proposal: Change of use to accommodation

**Council Agreed to support**

* Ref:18/00972

Address: land adj Burnell House – within Acton Burnell conservation area

Proposal: removal of Yew tree

**Council Agreed to support –** with proviso that a replacement tree is planted in a suitable location where it can cause no damage

**iii) Council to consider any applications submitted since 5/03/18** there were none.

* + 1. **LJC.** There is a business meeting on 21st March which will be a joint meeting with Strettondale and Craven Arms. The Youth Commission has given a small grant that will be administered centrally.
    2. **Parish Matters**

i) Silent Soldier Campaign – Council could not justify the amount of spend (£100 + donation) and agreed to consult parishioners. Cllr Long will produce an article for Village Views with regard to this and also the Church Service of Commemoration and Beacon lighting for the WW1 Armistice Centenary in November.

ii) Telephone Boxes – Council agreed that an inventory of required works needed to be done. Cllrs. Culliss, Johnson and Long will undertake for Frodesley, Pitchford and Acton Burnell respectively.

iii) Village Views & Directory – The Council agreed to award a grant from the Lighthouse Community Fund to cover production of the March newsletter and Directory plus the 3 further Newsletter editions planned for this year. The year’s production and future funding will be reviewed in November, the goal is for the newsletter to be self-funding. An initial grant amount of £528 will be paid for production of the March newsletter and Directory. An amount of £70 will also be paid which is the amount received by the PC this year for adverts. Further amounts will be provided for each edition to cover production less advert income.

iv) Parish Plan – To be discussed at the Annual Parish meeting. Parishioners to be invited to give views on priorities for shaping the Community.

v) Lightsource Community Fund: See previous item iii) Village Views and Directory.

vi) PVH. The Chairman reported that no approach had been made to the owners, as yet.

vii) Roman Bridge. Cllr Long reported that Historic England had inspected the bridge over Lynall Brook and found it in need of urgent attention. Work will be undertaken asap in the new financial year.

viii) Estate wall. This has still not been repaired. Council will continue to monitor.

ix) Reinstated Bridleways Frodesley. New gates etc. are expected in the next financial year.

* + 1. **Training –** Cllr Ball and the Clerk attended training provided by Web Orchard. The Clerk has begun to tidy website and has removed old news items.
    2. **Personnel Committee:** Cllr Faulkner reported that the Clerks Appraisal had been undertaken. That both employer and employee were happy with the work and outcomes over the previous 6 months. A number of performance targets have been agreed for the coming year. As the Clerk had successfully completed the 6 month probationary period Cllr Faulkner proposed that the Clerk’s pay be increased from SCP 16 to SCP 18 from 1st April. Cllr Long seconded and the Council agreed.
    3. **Date and time of next meetings:**

Annual Parish Meeting 8th May 2018;

Annual Parish Council Meeting 15th May 2018

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