

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

Minutes

of a Parish Council meeting
7.30 pm Tuesday 8 November 2022
At Pitchford Village Hall

Present: Cllr. Carmen Culliss (Chairman), Cllr. Gareth Ball, Cllr. Graham Davies, Cllr. Alan Hotchkiss, Cllr. Robert Morgan, Cllr. Tracy Johnson, Cllr. John Long.

In attendance.

Sharon Clayton, Locum Clerk

Shropshire Councillor Dan Morris

One member of the public

22.11.1. Chairman's Welcome

In the absence of the Chairman, the Vice Chairman, Cllr. Carmen Culliss chaired the meeting and welcomed all those present.

22.11.2. Apologies for Absence

Apologies were received from Cllr. Paul Harrison and Cllr. Keith Faulkner

22.11.3. Disclosure of Pecuniary Interests, Bias and Pre-determination

In accordance with Section 29 of the Localism Act 2011 Members were informed they are personally responsible for deciding whether they should disclose an interest at this meeting. Members were also reminded they should not make decisions with a closed mind and must declare a bias and not vote on matters where their decision could be pre-determined.

Cllr. Robert Morgan declared an interest concerning the planning application that a member of the public wished inform the Parish Council about.

22.11.4. Public Session

One member of the public was in attendance concerning a planning application he was intending to submit to Shropshire Council and responded to questions from councillors after which he left the meeting

22.11.5. Minutes

The minutes from a Parish Council meeting held on 27 September 2022 were considered for approval.

It was PROPOSED, SECONDED and AGREED that the minutes be APPROVED and ADOPTED as a true record.

22.11.6. Police Report

There was no report from the police.

22.11.7. Shropshire Councillor Report

Shropshire Councillor Dan Morris provided a verbal report as follows:

- Shrewsbury quarry pool had been closed due to repairs needed to the roof and, although funding had been secured for the necessary repairs, remedial work was not due to take place until next year.
- Car parking charges had been increased across the county.
- Bin collection days were due to change in some areas and residents could check online when their collection was due.

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- Shropshire Council had launched the ‘Keep Shropshire Warm’ initiative for which residents could call a free phone number or email for advice about energy efficient grants although the grants would be means tested.
- Problems with the culvert at Frodesley bridge were still ongoing but funding for remedial work would be included in the 2023/2024 budget.
- The mirror requested for installation at Frodesley was still awaited and its delay was due to a shortage of staff. Shropshire Council was trying to recruit and fill the vacancies.
- There had been quite a lot of crime in Condover and, due to similar concerns, a What’s App group had been set up in the Wilderley and Pulverbatch area so that information could be shared. A meeting was to take place that would be attended by the police and people who had been affected by the recent criminal activity. Smart Water had helped to reduce crime, but it crime had returned. The police would give local residents advice on crime reduction measures.

22.11.8. Clerk’s Report

Members received a written report from the Locum Clerk on action taken following decisions made at the last council meeting.

NOTED.

22.11.9. Finance

22.11.9.1. It was PROPOSED, SECONDED and AGREED that the following payments for September and October 2022 be APPROVED.

PAYEE	DESCRIPTION	AMOUNT £
Parish Council account		
Q ²	Mobile phone	10.49
Cllr. Tracy Johnson	Reimbursement for postal charges	13.70
HSBC	Bank charges	5.00
Gill Lungley	Code of Conduct training	140.35
Cllr. Graham Davies	Reimbursement for postal charges	12.75
Sharon Clayton	Salary and office expenses	247.40
Lightsource account		
HSBC	Bank charges	10.00
Med UK Group Ltd.	New pads for defibrillators	38.40
	TOTAL	478.09

22.11.9.2. It was PROPOSED, SECONDED and AGREED that the bank reconciliations be deferred for further consideration and approval at the January Parish Council meeting as there were concerns about clarity of the bank transfers between accounts.

22.11.9.3. It was PROPOSED, SECONDED and AGREED that £50,000 should be invested with Cambridge and Counties Bank.

Cllr. Robert Morgan left the meeting to visit the absent Cllr. Keith Faulkner who was a bank signatory and whose signature was urgently needed on the cheque to be sent to Cambridge and Counties Bank.

22.11.10. Financial Regulations

22.11.10.1. Members considered for approval the reviewed Financial Regulations. It was PROPOSED, SECONDED and AGREED that the revisions in the Financial Regulations be APPROVED.

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22.11.11. Policy Review

22.11.11.1. Members considered for approval the reviewed Defibrillator Policy. It was PROPOSED, SECONDED and AGREED that following an agreed amendment at para. 6 the revised Defibrillator Policy be APPROVED.

It was further AGREED that volunteers responsible for ensuring the defibrillators were fit for purpose in the four locations would be:

- o Cllr. Paul Harrison for Acton Burnell.
- o Cllr. Carmen Cullis for Frodesley.
- o Cllr. Tracy Johnson for Pitchford.
- o Cllr. Keith Faulkner for Ruckley.

22.11.11.2. Members considered for approval the reviewed Financial Reserves Policy.

It was PROPOSED, SECONDED and AGREED that the revised Financial Reserves Policy be APPROVED.

22.11.11.3. Members considered for approval the reviewed Investment Strategy.

It was PROPOSED, SECONDED and AGREED that the revised Investment Strategy be APPROVED.

22.11.12. Planning Matters

22.11.12.1. Planning Applications Considered

Application number	Details
22/04668/FUL 1 Frodesley House Farm Barns, Frodesley	Conversion of one bay of double garage to form utility room. It was PROPOSED, SECONDED and AGREED no comment.
22/04669/LBC 1 Frodesley House Farm Barns, Frodesley	Conversion of one bay of double garage to form utility room It was PROPOSED, SECONDED and AGREED no comment.

22.11.12.2. Planning Decisions

Application number	Details
None received	

22.11.13. Consultation

22.11.13.1. Members considered a response to The Department for Levelling Up, Housing and Communities consultation on Funding for Levelling Up Inquiry. It was PROPOSED, SECONDED and AGREED no comment.

22.11.13.2. Members considered a response to Shropshire Council's draft Tenancy Strategy and Tenancy Policy. It was PROPOSED, SECONDED and AGREED no comment.

22.11.14. Traffic Calming

22.11.14.1. No further updates had been received.
NOTED.

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22.11.15. Proposed Footpath from Acton Burnell to Frodesley

22.11.15.1. Members were informed that the existing footpath had been walked and the Jubilee tree planting had been discussed but no amicable agreement had been reached. The tree planting was therefore in abeyance, and the proposed exit for the footpath posed a safety issue if the gate opened onto the road, but this problem could be resolved by situating the gate further back from the road.

It was PROPOSED, SECONDED and AGREED that Cllr. John Long would speak to the landowner to try to resolve the issue.

22.11.16. Jubilee Tree Planting

22.11.16.1. Members were informed that discussions were ongoing.

NOTED.

Cllr. Robert Morgan returned to the meeting with the signed cheques.

22.11.17. Next Meeting

It was NOTED that the next meeting would take place on Tuesday 17 January 2023 commencing 7.30pm at Pitchford Village Hall.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the above Act and due to the confidential nature of the following business to be transacted it will be PROPOSED, SECONDED and RESOLVED that the public and press should not be present

22.11.18. Staffing

22.11.18.1. Members considered for approval an increase in the payroll service contract effective from 1 April 2023 based on 1 employee.

It was PROPOSED, SECONDED and AGREED that the contract with D M Payroll Services Ltd. should continue at an annual fee of £120 and continuation of the contract should be reviewed upon the return of the Clerk.

The Chairman closed the meeting at 20:28.

Signed: _____
Chairman

Date: _____