

# Selattyn and Gobowen Parish Council

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Minutes of the meeting of Parish Council on Wednesday 10<sup>th</sup> February 2016 at The Pavilion, St Martins Road, Gobowen at 7.00pm

In the Chair – Councillor Crow

**Present;** Councillors: I Bennett , P Cherrington, S Crow, J Davies, P Drury, H Ellis, C Emery, S Heap, R Jones, R Macey, E Morgan.

**Also present:** 6 members of the public

**369 To receive apologies and reasons for absence**

PC Katie Le'Clere  
Cllr D Lloyd – Appointment  
Cllr S Westwood Bate – Work commitments  
Cllr L Lindup – Family commitments  
Cllr S West-Wynn – Work commitments

**370 Disclosable Pecuniary Interests**

a) Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.

**None declared**

b) To consider any applications for dispensation

**None received**

**371 To Confirm the Minutes of the Council Meetings held on 13.01.16 and the budget meeting held on 28.01.16**

It was **RESOLVED** that the minutes of the Council meeting held on 13.01.16 and the budget meeting held on 28.01.16 be approved and signed as a true record.

**372 Public Participation session** - a period of 15 minutes will be set aside for the public to speak on items on the agenda.

*Cllr Ellis joined the meeting at 19.03*

- Public proposal to hold an additional special meeting to discuss the Solar Farm Appeal (Ref 14/03946/FUL). **RESOLVED** that the public encouraged to submit their own comments.
- It was **RESOLVED** that a meeting would be held before the next Parish Council meeting to discuss the appeal and that this will be publicised.
- A discussion took place about the inspection of Bryn Y Castell Garden's Barn. **RESOLVED** to be followed up by Cllr Macey and the Clerk to seek an update from Shropshire Council on the outcome of the report.

*1 member of the public left the meeting 19.15*

**373 Reports**

a) Progress Report – To consider the clerks progress report.

**RESOLVED** to note the report

b) Other reports - To receive and consider reports from Shropshire Council elected councillors and other reports from councillors attending meetings and site visits on behalf of the parish council.

*Shropshire Councillors report;*

#### Cllr Macey

- **Selattyn Wall** – the response from Shropshire Council will be sent to the Parish Council to report at a future meeting and to report back to Balfours.
- List of all Shropshire Council Portfolio Holders provided to the Parish Council
- LIC – Tuesday 23<sup>rd</sup> February – 6.30pm at St Martins School – Finance, Library, Youth Commissioning, Big Local and Question Time
- Youth Commissioning sessions delivered by TNS during half term in Gobowen, St Martins and Weston Rhyn

#### Cllr Morgan – Allotments

- Report provided on the last meeting of the Allotment Society
- **RESOLVED** to note the report and put on a future agenda for consideration

#### Cllr Drury – Green Room AGM

- 15-20 young people attend each week (up to the age of 16)
- It was reported that the youth club has had to be suspended until additional officers and volunteers have come forward (been appointed). A formal report to be sent to the Parish Council.
- **RESOLVED to note the report and** that an article in the Spring Roundabout to encourage more volunteers to come forward.

#### Cllr Crow – Chair’s and Clerk’s Meeting with Shropshire Council

- Update on their Financial Strategy
- Working more closely to support one another – collaborative working
- **RESOLVED** to note the report and include this as an agenda item for a future meeting

#### c) Police Response to reports of reported incidents; West Mercia PCC Newsletter; January police report.

- **RESOLVED** to note the January Police Report and that a copy of the West Mercia PCC newsletter has not been received.

#### 374 Financial Matters

a) **Monthly statement** - To approve the monthly financial statement and bank statements against bank reconciliation

b) **Payments** - To approve Outstanding Payments and payments made prior to meeting.

c) **Income** -To note income received since the last meeting.

**RESOLVED** to approve the following payments and income

| Chq Payments made before 10.02.16 |                   |              |             |              |
|-----------------------------------|-------------------|--------------|-------------|--------------|
| Chq                               | Supplier          | Net          | Vat         | Gross        |
| 300606                            | Veolia (December) | 23.84        | 4.77        | 28.61        |
|                                   | <b>Total</b>      | <b>23.84</b> | <b>4.77</b> | <b>28.61</b> |

| Current Account Cheque Payments February |  |        |        |        |
|--|--|--------|--------|--------|
| Chq                                      | Supplier   | Net    | Vat    | Gross  |
| 300607                                   | Berry’s - Cemetery   | 345.00 | 69.00  | 414.00 |
| 300608                                   | Brewers - Cutting up and removal of log (playing field)                                  | 30.00  | 0.00   | 30.00  |
|  | Brewers - bus shelters and railway carriage cleaning                                     | 45.00  | 0.00   | 45.00  |
| 300609                                   | Veolia (January)   | 26.08  | 5.22   | 31.30  |
| 300610                                   | Highline Electrical - 10 lights out, repair to sensor, replacing phone labels on columns | 805.05 | 161.01 | 966.06 |
| 300611                                   | O.R.P. Surveillance Maintenance Contract (CCTV)  | 452.00 | 90.40  | 542.40 |

|        |   |                |               |                |
|--------|---|----------------|---------------|----------------|
| 300612 | S. Crow - overcharge on post  | 2.00           | 0.00          | 2.00           |
|        | S. Crow - Chairs Allowance  | 360.00         | 0.00          | 360.00         |
| 300613 | Clerk's Salary  | 1065.28        | 0.00          | 1065.28        |
|        | Clerk's Expenses - Mileage (132.75), Phone and Broadband (21.00), Expenses (4.13), Homeworking insurance (28.49), Website (85.00)   | 271.37         | 0.00          | 271.37         |
| 300614 | HMRC Inland Revenue Payments (Clerk NI and Tax - 122.95) + (PC NI contribution - 70.69)   | 193.95         | 0.00          | 193.95         |
| 300615 | Severn Trent - Allotment Water  | 16.58          | 0.00          | 16.58          |
| 200616 | Ass. to the Parish Clerk - Expenses - 4 coat hooks (3.70), Refuse sacks (1.40), print paper (2.40), Bin Liners (1.25), ink cartridges (40.00), Mobile top up (10.00), internet (5.00), Telephone (5.00) | 68.75          | 0.00          | 68.75          |
|        | <b>Total</b>  | <b>3681.06</b> | <b>325.63</b> | <b>4006.69</b> |
|        | <b>Total cheques paid since last meeting</b>  | <b>3704.90</b> | <b>330.40</b> | <b>4035.30</b> |

| <b>BACS and Standing Orders February</b> |   |                |               |                |
|--|---|----------------|---------------|----------------|
| <b>BACS No.</b>                          |   |                |               |                |
| DD                                       | BT Business Bill - Pavilion Phonenumber     | 20.99          | 4.20          | 25.19          |
| SO                                       | Nigel Thomas - Salary                       | 643.50         | 0.00          | 643.50         |
|  | <b>TOTAL</b>                                | <b>20.99</b>   | <b>4.20</b>   | <b>668.69</b>  |
|  | <b>Total outgoings for January/February</b> | <b>3725.89</b> | <b>334.60</b> | <b>4703.99</b> |

| <b>Current Account Income – 14.01.16 - 10.02.16</b> |   |        |      |               |
|---|---|--------|------|---------------|
| 000 106   | Headstone application   | 80.00  | 0.00 | 80.00         |
| BACS  | Fusion Arts - Pavilion Hire   | 120.00 | 0.00 | 120.00        |
| BACS  | IT Project - Pavilion Hire  | 130.00 | 0.00 | 130.00        |
| 000 107   | Morris Cook - Roundabout advert   | 50.00  | 0.00 | 50.00         |
| 000 107   | Gobowen Celtic - Football (Pavilion Hire)   | 45.00  | 0.00 | 45.00         |
| 000 107   | Green Room (Pavilion Hire)  | 180.00 | 0.00 | 180.00        |
| 000 107   | David Davies & Sons - Hengoed Cemetery Fees - Purchase of Plot (265), Admin Fee (125) | 390.00 | 0.00 | 390.00        |
|   | <b>TOTAL</b>  |        |      | <b>995.00</b> |

| <b>Community Meals Account Payments February</b>     |   |               |              |               |
|--|---|---------------|--------------|---------------|
|  | <b>Supplier</b>   | <b>Net</b>    | <b>Vat</b>   | <b>Gross</b>  |
| 300056   | K Griffiths - Expenses - containers                       |               |              | 156.85        |
|  | K Griffiths - Expenses - mileage                          |               |              | 31.50         |
| 300057   | Shropshire Partners In Care - DBS Check for new volunteer | 5.00          | 1.00         | 6.00          |
| 300058   | RJAH Orthopaedic Hospital - meals                         | 407.50        | 81.50        | 489.00        |
|  | <b>TOTAL</b>  | <b>412.50</b> | <b>82.50</b> | <b>683.35</b> |
| <b>Community Meals Income January &amp; February</b> |   |               |              |               |
| 0000 29  | Community Meals Income (January)                          |               |              | 48.00         |
| 0000 30  | Community Meals Income (February)                         |               |              | 620.00        |
|  | <b>TOTAL</b>  |               |              | <b>668.00</b> |

- c) **Income** -To note income received since the last meeting. – **RESOLVED** to note
- d) **3<sup>rd</sup> quarter accounts report** – to receive report from Cllr Jones on 3<sup>rd</sup> Quarter accounts inspection. – **RESOLVED** to note the report and Cllr Jones declared that he wished to relinquish his duties and this will be taken over by Cllr Emery from the 4<sup>th</sup> Quarter.
- e) **Interim audit report** – for consideration. **RESOLVED** to accept and note the report
- f) **Renewal of e-on fixed price plan** – consideration of quotes for the supply of gas to the Pavilion and option of combining gas and electricity with the same provider – Following consideration of the three quotes for Gas and the cheapest Gas supplier’s quote for electricity compared to the current provider, it was **RESOLVED** to change to N Power as the supplier and combine the Gas and Electricity as dual fuel to secure the reduced, combined rate. It was agreed for this bill to be paid by Direct Debit.
- g) **Sensor Light for the Pavilion** – consider and approve quote. Cllr Bennett proposed an alternative, cheaper quote for a sensor light with remote - £49.49. Cllr Bennett to forward the clerk the quote to pass to Highline Electrical for consideration. **RESOLVED** that councillors agreed to purchase the light required and for the Clerk to proceed with the purchase.
- h) **ORP Surveillance Maintenance Contract (CCTV)** – For consideration and signing. **RESOLVED** to accept the contract and sign.

### 375 Planning Items

#### a) Planning Application Decisions – To note recent planning decisions

**Reference:** 15/05265/FUL (validated: 14/12/2015)

**Address:** Bella Vista, Glyn Road, Selattyn, Oswestry, Shropshire, SY10 7DR

**Proposal:** Erection of a self-contained annex ancillary to main dwelling

**Decision:** Refuse

**Reference:** 14/04754/FUL (validated: 13/11/2014)

**Address:** Hart And Trumpet, Station Road, Gobowen, Oswestry, Shropshire, SY11 3JS

**Proposal:** Part conversion of public house to one dwelling; erection of detached garage/store

**Decision:** Grant Permission

### 19.52

#### 5 members of the public left the meeting

The meeting was adjourned for 15 minutes to consider the planning applications.

Meeting resumed at 20.06

#### b) Planning applications for consideration -

Cllr Ellis declared an interest in applications **15/05620/REM** and **16/00319/FUL** and did not take part in any discussions relating to these items.

**Reference:** 15/05620/REM (validated: 04/01/2016)

**Address:** Hart And Trumpet, Station Road, Gobowen, Shropshire, SY11 3JS

**Proposal:** Approval of Reserved Matters (Appearance, Landscaping Layout and Scale to include drainage and highway details) Pursuant to 13/00304/OUT Outline application (access) for proposed housing development

#### Comments – NEUTRAL (representation)

- Councillors expressed concerns about the impact, on road safety, of the increased traffic from this development added to the traffic from the new development- Coldwell Gardens, on the other side of the road.
- The situation has altered since the other development has opened and parking for those meeting trains has been reduced exacerbating the existing congestion at peak times. The increase in traffic could cause a potential hazard and could be a health and safety issue.
- Concerns regarding the dangers of turning left from the site into the village into a hatched junction box on the railway crossing where there is limited visibility.
- The council respectfully requests that Shropshire Council carry out a traffic flow survey prior to

considering this application.

**Reference:** 15/05596/FUL (validated: 14/01/2016)

**Address:** Stone House, Hengoed, Oswestry, Shropshire, SY10 7ES

**Proposal:** Conversion of existing 3 bay garage to home office to include erection of single storey extension to rear

**RESOLVED – No comment**

**Reference:** 16/00319/FUL (validated: 27/01/2016)

**Address:** West View, Hengoed, Oswestry, Shropshire, SY10 7EU

**Proposal:** Erection of a single storey and first floor rear extensions and detached garage

**RESOLVED – No comment**

**c) Appeal Ref: 16/02370/ENF - Caravan opposite Henlle Hall Golf Club, Henlle, Gobowen – for consideration**

**Comments (OBJECTION)**

- The parish council stand by their original objections and states that in their opinion the appeal has no merit as it does not represent what is in situ at present.

**d) Planning Application 15/04968/REM - Proposed Residential Development to the South of Fernhill Lane, Gobowen**

Report from Cllr West-Wynn following site meeting with Shropshire Council Planning Officer.

Cllr West-Wynn supplied a report for the Clerk to report in his absence. He noted that following the site meeting on 22.01.16 with Shropshire Council Planning Officer, there was nothing further to report and was disappointed that drainage calculations were still not available.

**RESOLVED** to note the report and that the Clerk contact planning to follow up the drainage calculations and express the Parish Council's disappointment that the meeting provided no further clarification.

**376 Finance and Executive Committee and Amenities and Services Committee** To consider recommendations from the committee meetings held on 21.01.16

**a) External Audit –** To consider the Finance and Executive committee's recommendation not to opt-out of the new Audit Regime. **RESOLVED** to remain opted in.

**b) Additional Bank Account –** To consider the Finance and Executive committee's recommendation that this is now urgent and consider the options presented by the Clerk. **RESOLVED** to arrange a meeting with HSBC to open an account and report back to the Parish Council at the next meeting.

**c) Pavilion Hire Agreement / Booking Form –** To consider the recommendation from the Finance and Executive Committee to review systems and procedures in relation to hiring the Pavilion and to consider the recommendation from the Amenities and Service Committee to review and update the Pavilion Hire Agreement/Booking Form. **RESOLVED** to forward the booking process and application form to Peninsula for comment and a revised version to be presented at the March meeting.

**21.00 – Standing orders suspended** and **RESOLVED** to continue the meeting to complete the business outlined in the agenda.

**377 VAT –** To consider the response received from NALC Advisors and the Clerk's proposed letter to HMRC seeking further clarity

A discussion took place on the response received from NALC and it was **RESOLVED** that further clarity be sought from NALC

**378 Three Parishes Big Local – Community Chest Grant –** To consider applying for a grant. **RESOLVED** to apply for the grant of £500 and for the Clerk to complete the application form.

**379 Website –** To review the new website and propose any immediate edits and amends required **RESOLVED** for councillors to send updated Councillor details

**380 Rights of Way (ROW)**

**Concerns surrounding The Black Bridge over the railway line –** Update from Cllr Crow following attendance at a Railway Meeting.

- Cllr Crow provided an update. Sheila Dee has been in contact with British Rail. Monitor condition.
- 381 Correspondence** forwarded to Councillors for consideration and information

**Full list of items emailed will be presented at the meeting**

**For discussion:**

- a) Road Closure: Jct with B5009 to Iron Mills Jct, Gobowen. Date: 11<sup>th</sup> April for 5 days – to consider the proposed diversion route – note.
- b) Request for Councillors to complete a questionnaire which will form part of a student's University Project – A Conservation Management Plan, focusing on Swiss Cottage, a small estate cottage on the Brogyntyn Estate – to consider the questionnaire. **RESOLVED** that Cllrs will complete the questionnaire and return to the Clerk.
- c) A report published by the British Infrastructure Group has been endorsed by 121 MPs from all parties, including two from Shropshire - Messrs Paterson and Kawczynski. It describes the failure of the government's broadband roll-out programme and calls for the separation of BT Openreach from the main BT group – to consider whether the Parish Council wishes to write to their MP and to the Leader of Shropshire Council to endorse the report's findings. **RESOLVED** to support the findings of the report in principle but to resend the report to councillors for further consideration and comment.
- d) The Department for Transport and West Midlands Rail (representing 14 partner authorities of the West Midlands area, including Shropshire Council) are seeking views on the future of rail services and stations provided in the next West Midlands rail franchise, which starts in October 2017. The consultation ends at 11.45pm on 22 March 2016 – consider if the Parish Council wishes to contribute to the Consultation. **RESOLVED** to note.
- e) Police and Crime Commissioner Election – Consider and sign the Hire Agreement. **RESOLVED** for the Clerk to complete and return the form and to include a copy of the terms of use.
- f) SALC – Audit/End of Year Preparation, Tuesday 8th March 2016, 2pm – 5pm at Shirehall, Shrewsbury – Consider Clerk's request to attend. **RESOLVED** agreed that the clerk can attend.
- g) B4579 Selattyn to Upper Hengoed Road – Consider response from Area Traffic Engineer – North. **RESOLVED** to support Dave Gradwell's comments and suggestions for improvement.
- h) Caldwell's Gardens – Consider correspondence received in relation to the naming of the development. **RESOLVED** that Cllr Crow follow this up with Wrekin Housing.

**382 Exclusion of press and public**

To resolve: That in accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involves the likely disclosure of confidential information.

**Consider response from Legal and Democratic Services, Shropshire Council**

**RESOLVED** to exclude the press and public.

It was **RESOLVED** that no further action be taken, following the response from the Legal and Democratic Services, Shropshire Council.

**383 Date of meeting**

- 1<sup>st</sup> March 7.00 – Gobowen (Special Meeting – Solar Farm)  
9<sup>th</sup> March 7.00 – Selattyn School

**Meeting closed at 21.30**