

Selattyn and Gobowen Parish Council

Minutes of the meeting of Parish Council on Wednesday 11th May 2016 at The Pavilion, Gobowen at 7.00pm

In the Chair – Cllr Ellis

Present; Councillors: P Cherrington, S Crow, J Davies, P Drury, H Ellis, C Emery, R Jones, D Lloyd, L Lindup, S West-Wynn, E Morgan, R Macey, I Bennett.

Also present: PC Jim Stafford, 2 members of the public

417/16 Election of Chairman and Declaration of Acceptance of Office

RESOVLED that Cllr Ellis be elected chairman and he duly signed the declaration of acceptance of office. Cllr Ellis set out the vision for his role as Chairman. Cllr Crow was thanked and commended for her hard work, dedication and service to the role of Chairman for the past 2 years and for stepping in as locum Clerk in the absence of a Parish Clerk for 3 months.

418/16 Election of vice chairman and Declaration of Acceptance of Office

RESOLVED that Cllr Drury be elected vice chairman and he duly signed the declaration of acceptance of office

**419/16 To receive apologies and reasons for absence
Apologies**

Cllr S Westwood Bate

420/16 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**
- c) To note that register of interests forms must be updated of any changes. **RESOLVED to note.**

421/16 To confirm the Minutes of the Council Meeting held on 13.04.16

It was RESOLVED to confirm the minutes of the council meeting held on 13.4.16 were approved and duly signed as a true record.

422/16 Public Participation session - a period of 15 minutes will be set aside for the public to speak on items on the agenda.

The following issues were raised:

- Landlord at Last Inn at Hengoed raised serious concerns regarding the road and the speed of traffic abusing the 40mph speed limit through Upper Hengoed. Excessive speeding has been observed and accidents outside of the pub witnessed. Seriously concerned for peoples' safety. Suggestion for VAS. Road markings have now faded.
- Speeding through Gobowen along St Martins Road, particularly past the library and over the pedestrian crossing – motorists ignoring the VAS. Suggestion for a fixed speed camera.

RESOLVED that these concerns be discussed under item 433 for inclusion in the Road Safety Concerns.

It was **RESOLVED** that Item 427c be discussed next on the agenda to enable PC Stafford to present footage from the CCTV cameras and provide Cllrs with an overview of CCTV coverage. Anti-social behaviour was captured on the CCTV over the bank holiday weekend and the outcome of this evidence was reported. Monthly reports will be submitted in future to summarise what has been recorded on CCTV during that month. **RESOLVED to note the report.**

423/16 Council Committees

a) To review terms of reference and delegated powers of each committees. **RESOLVED to approve**

b) **To nominate Councillors onto the following committees**
RESOLVED to elect the following councillors to the committees below:

Finance and Executive Committee (Seven Members including Chairman)
Cllr Crow, Cllr Ellis, Cllr Bennett, Cllr West Wynn, Cllr Cherrington, Cllr Lloyd , Cllr Morgan

Planning Committee (Six Members)
Cllr Lindup, Cllr Cherrington, Cllr Emery, Cllr Drury Cllr Ellis Cllr West- Wynn

Amenities and Services Committee (Nine Members)
Cllr Macey, Cllr Bennett, Cllr Drury, Cllr Emery, Cllr Davies, Cllr Crow, Cllr Cherrington, Cllr Ellis. It was RESOLVED that the ninth member could be the new Councillor and this will be considered at the June meeting.

Grievance Panel (4 members)
Cllr Cherrington, Cllr West Wynn, Cllr Drury, Cllr Emery

Discipline panel (5 members)
Cllr Jones, Cllr Lloyd, Cllr Lindup, Cllr Bennett, Cllr Ellis

424/16 Appointment of Representatives – to appoint representatives to the following outside bodies

RESOLVED to approve the following appointments

ALC Area Committee of Parish & Town Councils (Chairman and One Member) – **Cllr Ellis and Cllr Crow**

Oswestry Racecourse Management Committee (One Member) – **Cllr Morgan**

Hamner Morris Charity (One Member) – **Cllr Bennett**

Oswestry Hill Fort – **Cllr Morgan**

Local Joint Committee (one member and reserve) – **Cllr Ellis (Cllr Davies reserve)**

Gobowen Green Room – **Cllr Drury, Cllr Macey**

3 Parishes Youth Project – **Clerk to enquire if the project is still running and if the Parish Council are entitled to send a representative along to meetings.**

Gobowen Allotment Society (2 members) – Councillors considered that Cllr Ellis, Cllr Crow and Cllr Westwood Bate should not be representatives on the allotment committee due to a potential conflict of interest. **It was RESOLVED that Cllr Morgan and Cllr Lindup be elected as representatives**

Gobowen Library / Community Hub Partnership – **It was resolved that Cllr Crow attend the meeting as a OSERVER not a representative. Cllr Cherrington as a reserve.**

425/16 To Receive the Annual Accounts – to consider the following

a) Annual Financial Statement 2015-16. **RESOLVED to agree the Annual Financial Statement 2015-16**

b) Internal Auditors Report 2015-16 (presented at the meeting). The report was considered and

RESOLVED a letter to be sent to the Internal Auditor to confirm that Councillors are aware that there were two payments to Peninsula in one financial year and for this reason it was removed from the 2016-17 budget. They are aware it will need to be included in the 2017-18 budget.

RESOLVED to approve and note the report. Thank you to Cllr Jones, the previous and current clerk for their work on the accounts and internal controls.

- c) To consider the Annual Governance Statement 2015-16 (Part 1 of the annual return).
RESOLVED to answer yes to statements 1 – 8 on the Annual Governance Statement and not applicable to item 9. The Annual Governance Statement was duly signed by the chairman
- d) To agree Part 2 of the Annual Return of Accounts. **RESOLVED to agree the Annual Return of accounts which was duly signed by the chairman. It was agreed that the Clerk set the elected period during which electors' rights may be exercised. It was noted that this has to include the first 10 working days in July and be 30 working days in total. Clerk to send Cllrs a copy of the Confirmation Form sent to Mazars confirming these dates.**

426/16 Annual Review Of Council Regulations And Procedures

It was **RESOLVED to note that a review had been undertaken and the proposed amends agreed and documents amended, stating the date that the amends took place. The amended documents are to be uploaded to the Parish Council website.**

- a) Standing orders and financial regulations - To review
- b) Assets register - To review Parish Council's assets register – Clerk to enquire regarding the HP printer and who this belongs to – is it at Nigel's house?
- c) Complaints Procedure - To review the Council's complaints procedure
- d) Freedom of Information Act 2000 and the Data Protection Act 1998 – To review the Council's procedures for handling requests made under these acts
- e) Press policy – To review and Social Media Management policy – To adopt. **RESOLVED to adopt the Social Media Management Policy**

427/16 Reports

a) **Progress Report** – To consider the Clerk's progress report. **RESOLVED** to note with the following comments:

- **Holiday let – 8 cars and hen party last weekend. Clerk to follow up with property owner**
- **Coldwell Gardens – taxis parking in entrance, blocking entrance.**

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.

Cllr Lloyd

Cllr Lloyd reported that he had attended a Cabinet Meeting – public consideration to install new IT set up was on the agenda. Proposed savings with efficiency. He reported that this will go as business plan to council in July when it will be looked at in more details. Also discussion on draft for negotiating working conditions with Parish and Town Councils. SALC representative also in attendance. Emphasis on joint working.

Cllr Lloyd also drew attention to the Cambrian Railway Society Report and read a few paragraphs from the report. Looking to undertake feasibility study for Gobowen to Oswestry Railway Project. **RESOLVED** to invite the chairman and/or representative to attend a future meeting to discuss the plans in more detail.

Cllr Macey

Library will open in new guise as Community Hub on 7th June with new opening hours (details will be included in the Summer roundabout). All bookings will still go through the Library staff and looking to establish and develop further the Friends of Gobowen Library. Encouraging people to come along for

work experience opportunities. Next Library Group meeting will be 10am on 9th June. Fernhill Lane – it was noted that the issue of raw sewage running down the road has been raised with Public Protection and will see if there is anything that can be done to help.

Dates to note:

- LJC 28th June at Weston Rhyn Institute. Theme – Health
- World heritage site – Aqueducts – new literature produced and launching new website to promote it locally, nationally and internationally
- Derwen fete – 13th June
- Big Local Celebration – At St Martins School – 14th June

Request for Cllr Macey to follow up progress with Broadband and request regular updates. Questions from Cllrs to the Unitary Council Representatives and asked to follow up:

- Traveller site. Cllr Lloyd and Cllr Macey are in the process of setting a date with the portfolio holder for the North to meet in the parish and visit all concerning sites and road concerns. Will also meet with the Headteacher of Gobowen Primary School so she can raise her concerns.

RESOLVED to note these reports.

c) **Police reports** including reported incidents and the March police report. CCTV report was provided earlier in the meeting. **RESOLVED** to note.

428/16 Financial Matters

- Monthly statement** - To approve the monthly financial statement and bank statements against bank reconciliation. **RESOLVED to approve and the bank statements were signed off against the bank reconciliations.**
- Payments** - To approve outstanding payments and payments made prior to meeting. **RESOLVED to approve.**

BACS/Chq Payments made before 11.05.16					Act
Chq	Supplier	Net	Vat	Gross	
BACSCM1	RJAH - March meals (invoice date 15.04.16)	407.50	81.50	489.00	Localism Act 2011, ss.1-8 General Power of Competence
BACS6	Agritel - Invoice paid BACS5 (toner) was made out for the incorrect amount (47.70 instead of 68.40). Credit note issued for amount paid and this is the outstanding balance	20.70	0.00	20.70	LGA 1972 s.111
	Total	428.20	81.50	509.70	
Current Account Cheque Payments					
Chq	Supplier	Net	Vat	Gross	
300643	HMRC Inland Revenue Payments (Clerk NI & Tax - 116.15) + PC NI contribution - 70.69)	186.84	0.00	186.84	LGA 1972 s.112(2)
300644	Parish Clerk's Expenses (mileage and parking 108.30, stamps 5.50, phone and internet contribution 21.00)	134.80	0.00	134.80	LG(FP)A 1963 s 5

300645	Ass. to the Parish Clerk Expenses (Pavilion Cleaning materials 6.75, mobile top up 10.00, internet connection 5.00, telephone calls 5.00)	26.75	0.00	26.75	LG(FP)A 1963 s 5
300646	Brewers May Invoice	177.00	0.00	177.00	SC Maint. Fund HA 1980 s.96 LG (MP)A 1953 s.4 / PCA 1957 s.1
300647	B Townson - Internal Audit Fee	150.00	0.00	150.00	LGA 1972 s.111
300648	P Crow (replace sign and maint. Work on Pavilion 10.00, open and lock up Pavilion for elections 10.00)	20.00	0.00	20.00	LGA 1972 s.111
	Total	695.39	0.00	695.39	
	Total cheques paid since last meeting	1123.59	81.50	1205.09	
BACS, Standing Orders and DD payments					
BACS No.					
BACS7	Highline electrical (SG17 light out, SG12 light out, SG22 light out 120v supply)	222.50	44.50	267.00	PCA 1957 ss.3(1) & 7 / HA 1980 s.301 / OSA 1906 s.10
DD	BT Busines Bill - Pavilion Phoneline (PLEASE NOTE NET PRICE INCREASE OF £1.30 PER BILL)	22.30	4.46	26.76	s. 111, LGA 1972
DD	Veolia (payment taken on 28.05.16)	26.08	5.22	31.30	LGA 1972 s.214(6); OSA 1906, s.9&10
SO	Clerk's Salary	1072.07	0.00	1072.07	LGA 1972 s.112(2)
SO	Ass. to Parish Clerk's Salary	643.50	0.00	643.50	LGA 1972 s.112(2)
	TOTAL	1986.45	54.18	2040.63	
	Total outgoings for April/May	3110.04	135.68	3245.72	
Current Account Income – April May					
BACS	Environmental Maintenance Grant from Shropshire Council	1500.00	0.00	1500.00	
BACS	Precept	77500.00	0.00	77500.00	
BACS	Roundabout Advertising 1/8 page - David Davies	50.00	0.00	50.00	
112	Allotment rents - plot 2, plot 13 (£30 cash payment, converted to a cheque by the Clerk)	60.00	0.00	60.00	
112	Cemetery Income - Sale of plot 410 (270), Interment Admin Fee (130)	400.00	0.00	400.00	
112	Roundabout Advertising 1/8 page - Support my Computer	50.00	0.00	50.00	
112	Pavilion Hire - 3.5 hours 07.05.16	35.00	0.00	35.00	
112	Roundabout Advertising 1/8 page Younger	50.00	0.00	50.00	
112	3 Parishes Big Local - Community Chest - Newsletter Grant	500.00	0.00	500.00	
	TOTAL INCOME	80145.00	0.00	80145.00	

Community Meals Account Payments					
	Supplier	Net	Vat	Gross	Localism Act 2011, ss.1-8 (General Power of Competence)
300063	Volunteer Expenses (Mileage)	40.00	0.00	40.00	
300063	Volunteer Expenses (Containers and lids)	71.06	14.21	85.27	
	TOTAL	111.06	14.21	125.27	
Community Meals Income					
000033	Direct Payment - May Meals	52.00	0.00	52.00	
000033	April meal payments	464.00	0.00	464.00	
	TOTAL INCOME	516.00		516.00	

- c) **Income** -To note income received since the last meeting. **RESOLVED to note.**
- d) **Banking** – To approve and sign the Unity Trust Telephone Banking Service Form to enable the Clerk to discuss matters relating to the accounts on the phone. To approve and sign the Closure of Account Form to enable the Clerk to close the Cemetery Account with Unity Trust. **RESOLVED** to approve and sign the form.
- e) **Pensions** – NEST Direct Debit form to be signed by 2 signatories to complete the set up process ahead of the staging date. **RESOLVED** to sign the Direct Debit form.
- f) **Newsletter** – Approve Clerk’s proposal and printing quote to develop and enhance the roundabout. **RESOLVED** to approve the Clerk’s proposal to add 4 additional pages to the newsletter and print the cover in colour.
- g) **Training** – To approve Cllr Morgan’s request to attend SALC Public Speaking Training on 14th June. **RESOLVED** to approve and book Cllr Morgan onto the course.

429/16 Planning Items

a) Planning Application Decisions – **RESOLVED to note**

Reference: 16/00490/FUL (validated: 02/03/2016)

Address: Pentre Kendrick, Old Chirk Road, Weston Rhyn, Shropshire, SY10 7LA

Proposal: Formation of vehicular access and installation of pair of galvanised 5 bar gates

Decision: Grant Permission

Reference: 16/01093/VAR (validated: 10/03/2016)

Address: Foresters House, Racecourse Road, Oswestry, Shropshire, SY10 7PW

Proposal: Variation of Condition No.4 attached to permission 13/00363/FUL to allow use of the extension for the purposes of the applicant's specific occupation

Decision: Grant Permission

Reference: 16/01193/FUL (validated: 17/03/2016)

Address: Fairview, Whittington Road, Gobowen, Oswestry, Shropshire, SY11 3NE

Proposal: Erection of single storey extension to rear

Decision: Grant Permission

b) Planning applications for consideration -

Reference: 16/01391/FUL (validated: 01/04/2016)

Address: 7 Willow Drive, Gobowen, SY11 3PS

Proposal: Erection of conservatory to rear

RESOLVED to submit a representation (neutral) with no comments.

Reference: 16/01548/OUT (validated: 13/04/2016)

Address: Land At Hafod , Chirk Road, Gobowen, SY11 3LB

Proposal: Outline application (All Matters Reserved) for the erection of one dwelling

RESOLVED submit a representation (neutral) with no comments.

430/16 Councillor Co-option – To consider applications and vote on co-option
The Clerk reported that she had received one application for Councillor vacancy. The letter of interest had been circulated prior to the meeting and noted. A vote took place and the successful candidate received an absolute majority of those present and voting. **RESOLVED** that the Chairman declared the candidate duly elected.

431/16 Gobowen and Selattyn Floral Display
a) To approve the purchase of the proposed planter for Selattyn. **RESOLVED** to approve
b) To approve quote supplied by Derwen College to supply and install summer and winter plants for planters in Gobowen and Selattyn

RESOLVED to approve quotes and agree spend up to £950 on Gobowen planting. Request that Derwen also plant up the stone trough inside the war memorial.

432/16 Selattyn Wall – Discuss progress to date, correspondence from the Diocese and consider suggestions for next steps

The recent discussions between Cllr Davies and the Diocese and their Legal Representatives were discussed at length and Cllr Davies thanked for his hard work pursuing this and putting together the display of photographs which shows clearly the severity of the issues. The Wall is not to the benefit or advantage of tenant or land owner, built by the Highways. Therefore, in their opinion responsibility lies with those who built it.

It was **RESOLVED** that:

Unitary Cllrs to urge relevant people in Shropshire Council to respond to Balfours for a meeting to agree who does what and when. It requires a sympathetic approach to a rural village. Shropshire Council needs to prove they why they consider themselves not to be responsible. This has now become a public issue. Request that the Clerk follow up with Shropshire Council Highways and Cllr Macey to also follow up internally as a matter of urgency.

Clerk and Cllr Davies to contact the Church Council and Selattyn School and invite them to support this approach.

433/16 Road Safety Concerns – As per Shropshire Council’s Road Safety Policy, approve submission of the following and discuss other areas of concern to be submitted as a Community Led Concern Report. Report due in at the end of May:

- a) Request for road narrowing signs at the Twmpath Lane and Whittington Road Junction
- b) Junctions with the B4579 Selattyn road through to Upper Hengoed
- c) White lining the B5069 road from Old Port to Orthopaedic Roundabout

It was **RESOLVED** that the following be submitted to Shropshire Council as per their Road Safety Policy:

Location	Details of concern
Junctions with the B4579 Selattyn road through to Upper Hengoed	More development has planning permission in Upper Hengoed. There is a long straight road from Pentre Dafydd crossroads passed the proposed site which further adds to the safety issue due to excessive speeding. Request for a 30mph limit.

	Request for a digital speed detector sign to be installed on the approach to the settlement.
Twmpath Lane and Whittington Road Junction	Impose a 30mph for the whole of Twmpath Lane. Extend 40mph limit to Whittington side of Twmpath turning on B5009. Road narrowing signs. Cllr Macey has had copies of photos to present at meeting with SC.
B5069 road from Old Port to Orthopaedic Roundabout	Continuation of White Lining and improve pavement width. A safety measure on a piece of road where there have been many accidents and limited width pavement.
Selattyn	Increasing number of HGV travelling through the Village on a weekly basis, 2 or 3 times a day. Request for a weight limit to be put through Selattyn from all directions.

9.00pm - It was **RESOLVED** to suspend standing orders to continue the meeting.

434/16 Rural Pharmacies – Approve letter drafted by Cllr Davies to be signed by the Clerk and sent on behalf of the Parish Council

It was reported that about 50 people has signed the petition to save their local Pharmacy.

RESOLVED to approve and send the letter.

435/16 Staff Recess – Approve Clerk’s request

RESOLVED to approve the Clerk’s request for 2 short periods of annual leave during the summer months and that Cllr Crow has agreed to deputise in her absence. An out of office response will be placed on the email and the answer machine message will provide Cllr Crow’s contact details.

436/16 Correspondence forwarded to Councillors for consideration and information

RESOLVED to note:

- a) E-Newsletters - Public Sector Executive, Rural Services Network, Rural Opportunities Bulletin, NALC, SALC Bulletins, Broadband Campaign, Shropshire Campaign for Better Broadband, Local Trust
- b) Bulletin from NALCs on National Developments
- c) Unity Trust – Social Impact Report 2015
- d) Introduction of new recycling service – promoted on Parish website and social media
- e) Community Chest Application – Acknowledgement letter confirming that application was successful. Note Terms and Conditions (discussed when submitting application). Acceptance letter has been signed and returned by the Clerk.
- f) Email from Coldwell Family thanking the Parish Council for their pursuit of the name change to represent the correct spelling of ‘Coldwell’.

437/16 Date of meeting

- a) To note Date and Time of the next meeting. **RESOLVED to note 08.06.16 7.00pm at Selattyn School**
- b) To approve dates for committee meetings for 2016-17. **RESOLVED to approve**

Meeting closed at 21.10