

Selattyn and Gobowen Parish Council

Minutes of the meeting of the Parish Council on Wednesday 12th July 2017 at the Pavilion, Gobowen at 7.00pm

In the Chair – Cllr Ellis

Present: Councillors: S Crow, H Ellis, D Lloyd, C Emery, R Macey, M Keeling, S Westwood Bate, E Morgan, N Harness, A Britner, A Bird, T Broom

Also present: 3 members of the public

668 To receive apologies and reasons for absence

It was **RESOLVED** to accept apologies for absence from Cllrs: West-Wynn, Whitelaw and McKenna.

669 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.

Cllr Ellis declared an interest in item 674b – planning application ref: 17/02542/FUL

b) To consider any applications for dispensation. **None received.**

670 To confirm the Minutes of the Council Meeting held on 14.06.17

It was **RESOLVED** to confirm the minutes of the meeting held on 14.06.17 and they were duly signed as a true record.

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

A member of the public spoke on the following matter:

- The proposed plans to be discussed under 674c were presented to councillors and further information on the ideas provided.

672 Reports

a) **Progress Report** – To consider the Clerk’s progress report. **RESOLVED** to note.

b) **Shropshire Council** - To receive reports from Shropshire Council elected councillors

Cllr Macey reported on the following:

- Partial planning review for the local plan is coming up – Public meetings – dates TBC. Will likely be during Area Committees.
- Cabinet – draft car parking strategy put forward. Consultation will run for 10 weeks and will run from 22nd July until the end of September to enable Parish Council’s to contribute.
- Libraries – Gobowen listed as a tier 3 Library. 3 year funding plan and unique in the county in that it is funding by a number of different funding bodies. Gobowen is viewed as a good pilot project for how it can be run by multiple funders.
- c) **Other Reports** – To receive reports from councillors attending meetings and site visits on behalf of the parish council. **None received.**
- d) **Police report** – To receive the police report and note the CCTV report. It was **RESOLVED** to note the report. It was requested that the Clerk follow up the progress of the CCTV funding application and if the parish council’s annual fees for the CCTV subsidises the Town Council’s CCTV.

673 Financial Matters

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

reconciliation. **RESOLVED** to approve.

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

BACS/Chq Payments made before 12.07.17					Act
Chq	Supplier	Net	Vat	Gross	
	Total	0.00	0.00	0.00	
Current Account Cheque Payments					
Chq	Supplier	Net	Vat	Gross	
300719	HMRC Inland Revenue Payments (Clerk NI & Tax) + PC NI contribution (78.97)	206.24	0.00	206.24	LGA 1972 s.112(2)
300720	Daren Brewer July Invoice (bus shelters and railway carriage £45.00, Roundabout cuts x 2 £60.00, Rough area by PF x 2 cuts £20.00, allotments x2 £20.00)	145.00	0.00	145.00	SC Maint. Fund HA 1980 s.96 LG (MP)A 1953 s.4 / PCA 1957 s.1
300721	Shropshire Council - Room Hire - Selattyn School for June meeting	10.00	0.00	10.00	LGA 1972 s.134(4)
300722	P Crow - Staff Cover for APC 2 weeks 11.5 hours	115.00	0.00	115.00	LGA 1972 s.112(2)
	Total	476.24	0.00	476.24	
	Total cheques paid since last meeting	476.24	0.00	476.24	
BACS, Standing Orders and DD payments					
BACS No.					
BACS99	Highline Electrical - monthly repairs (SG153, SG3, old whit road, brynaton close - total invoice 309.50 + VAT), survey of parish lighting stock 592.00 + VAT, 20 Test of stock 255.00 + VAT	1156.50	231.30	1387.80	PCA 1957 ss.3(1) & 7 / HA 1980 s.301 / OSA 1906 s.10
BACS100	SALC - Training (CILCA session 4 65.00, chairmanship part 1 25.00, planning x 4 cllrs 260.00)	350.00	0.00	350.00	LGA 1972 s.111
BACS101	Derwen College - Summer Planting (Gobowen - 491.67 + VAT, Selattyn 108.33 + VAT)	600.00	120.00	720.00	LGA 1972 s.137
BACS102	Cllr West Wynn - Mileage expenses to Training - 100 miles	45.00	0.00	45.00	LG(FP)A 1963 s.5
BACS103	Parish Clerk's Expenses (phone and broadband 21.00, mileage 64.80, expenses (repayment for microphone purchased 23.72)	109.52	0.00	109.52	LG(FP)A 1963 s 5
BACS104	Ass. to the Parish Clerk's Expenses (mileage hengoed cemetery and nexgen computers ellesmere)	7.87	0.00	7.87	LG(FP)A 1963 s 5
BACS105	Gobowen Central - Library Grant (to be agreed under agenda item 673f)	5000.00		5000.00	LgGA. 1972 s.137
DD	Pension Contribution (Employer 7.66, Staff 6.13)	13.79	0.00	13.79	LGPSR SI 2007/1166, LGPS SI 2008/238&239
DD	BT Busines Bill - Pavilion Phoneline, Broadband (52.00 + VAT) and Mobile (£18.00 + VAT) - Now paid as a combined bill - monthly.	70.00	14.00	84.00	LGA 1972 s.111

DD	Veolia (payment taken on 28.07.17)	27.24	5.45	32.69	LGA 1972 s.214(6)
SO	Clerk's Salary	1118.86	0.00	1118.86	LGA 1972 s.112(2)
SO	Ass. to Parish Clerk's Salary	656.44	0.00	656.44	LGA 1972 s.112(2)
	TOTAL	9155.22	370.75	9525.97	
	Total outgoings for July	9631.46	370.75	10002.21	
Current Account Income					
129	Allotment Rent - plot 8 (re-let) - paid in in June	15.00	0.00	15.00	
130	Cemetery Income - plot 237 (2nd Interment)	140.00	0.00	140.00	
130	Cemetery Income - plot 420 - grave purchase and admin fee	430.00	0.00	430.00	
130	Scottish Power - Wayleave payment	13.09	0.00	13.09	
BACS	Gobowen IT Project - Annual Broadband Contribution (180.00), Hire of Pavilion 11 sessions 1st April - end July (110.00)	290.00	0.00	290.00	
BACS	Bank Interest - Unity Trust Deposit account paid 30.06.17	4.92	0.00	4.92	
BACS	Pavilion Hire - Yoga 5 sessions paid 05.06.17	75.00	0.00	75.00	
BACS	Bank Interest - HSBC Money Manager Account - Paid 21.06.17	2.47	0.00	2.47	
	TOTAL INCOME	970.48	0.00	970.48	
Community Meals Account Payments					
	Supplier	Net	Vat	Gross	
BACSCM30	K Griffiths - Expenses June (mileage and tins and lids)	96.36	0.00	96.36	
BACSCM31	SPIC - DBS	5.00	1.00	6.00	
	TOTAL	101.36	1.00	102.36	
Community Meals Income					
000047	Direct Payment - July Meals	44.00	0.00	44.00	
000047	Community Meals income - June	444.00	0.00	444.00	
	TOTAL INCOME	488.00	0.00	488.00	

To note: the Pavilion Gas invoice authorised for payment by DD at the June meeting was taken from the credit on the account so £0.00 was taken from the current account

- c) **Income** -To note income received since the last meeting. **RESOLVED** to note.
- d) **2017-18 1st Quarter Budget Report** – For Consideration. **RESOLVED** to note.
- e) **Environment Maintenance Grant** – To note increase in grant allocation. It was **RESOLVED** to note that the final agreed grant figure is £1131.48.
- f) **Gobowen Central** – Consider report, agree grant and authorise payment.

Cllr Macey took part in discussions but did not vote on the decision making.

The report was considered and the Shropshire Council cabinet paper was discussed. It was RESOLVED to make the £5000 grant under S.137.

- g) **Internal Controls** – Nominate a councillor to review the 2017/18 accounts on a quarterly basis. **It was RESOLVED that Cllr Emery carries out the internal controls for 2017/18.**

- h) **Insurance Claim** – Discuss damage to the Pavilion Barrier. The recent damage and clerk's liaison with insurers was discussed. It was noted that the other party had taken liability and the clerk has the claim reference number from their insurers. It was **RESOLVED** to accept the quote from Ray Parry to fix the damage and that this be emailed to the other party's insurers as they advised for them to cover the cost of the work once completed.

674 Planning Items

a) Planning Application Decisions – To note recent planning decisions

Reference: 17/01223/REM (validated: 30/03/2017)

Address: Proposed Dwelling SW Of The Lymes, Whittington Road, Gobowen, Shropshire

Proposal: Approval of reserved matters (appearance, landscaping, layout and scale) pursuant to 16/03142/OUT for the erection of one dormer bungalow to include alterations to existing access

Decision: Grant Permission

Reference: 17/01094/FUL (validated: 20/03/2017)

Address: Ebnal Hall Farm, Rhosygadfa, Gobowen, Oswestry, Shropshire, SY10 7BL

Proposal: Erection of porch and rear entrance door

Decision: Grant Permission

Reference: 17/01968/CPL (validated: 15/05/2017)

Address: Meadow Lea, Whittington Road, Gobowen, Oswestry, Shropshire, SY11 3NA

Proposal: Application for Lawful Development Certificate for proposed change of use of garage utility and tack room to create two, open plan bedrooms to be used as Bed and Breakfast accommodation Extension of existing Tack Room and change of use to provide floor space to be used for Bed and Breakfast accommodation. Change of use of existing garage and utility room to provide floor space for the purpose of Bed and Breakfast accommodation.

Decision: Withdrawn

RESOLVED to note.

b) Planning applications for consideration

Cllr Ellis left the room while the following item was discussed.

Reference: 17/02542/FUL (validated: 01/06/2017)

Address: Camping Site, Pentreclawdd Farm, Pentre Clawdd, Gobowen, Oswestry, Shropshire, SY10 7AE

Proposal: Siting of 5 lodge camping pods and associated works

It was **RESOLVED** to **MAKE A REPRESENTATION** with the following comments:

- The Parish Council have no comments to make on this application.

Cllr Macey declared an interest and left the room during discussions on the following application.

Reference: 17/02686/FUL (validated: 05/06/2017)

Address: Walnut Croft, By Pass Road, Gobowen, Oswestry, Shropshire, SY11 3JJ

Proposal: Conversion of two semi-detached bungalows (C3 Use-residential) to one bungalow (C2 Use-residential institution); erection of single storey rear extension together with loft conversion including insertion of rooflights to front and rear roofline.

Cllr Macey rejoined the meeting.

It was **RESOLVED** to **MAKE A REPRESENTATION** with the following comments:

- The Parish Council have no comments to make on this application

Reference: 17/02836/FUL (validated: 21/06/2017)

Address: Nant Issa Hall Farm, Nant Lane, Selattyn, Oswestry, Shropshire, SY10 7HA

Proposal: Erection of entrance hall and porch

It was **RESOLVED** to **MAKE A REPRESENTATION** with the following comments:

- The Parish Council have no comments to make on this application

Reference: 17/02361/FUL

Address: Willow Bank, Hengoed, Oswestry, Shropshire, SY10 7EU.

Proposal: Reinstatement of vehicular access and creation of driveway to create private entrance over using shared entrance

It was **RESOLVED** to **MAKE A REPRESENTATION** with the following comments:

- The Parish Council have no comments to make on this application

Reference: 17/02915/VAR (validated: 16/06/2017)

Address: Perry Cottage , St Martins Road, Gobowen, SY10 7AN

Proposal: Variation of Condition Nos. 2, 3 and 4 (approved plans) attached to permission 09/03835/FUL to allow for amendments to the previously approved plans

It was **RESOLVED** to **MAKE A REPRESENTATION** with the following comments:

- The Parish Council have no comments to make on this application.

c) Consider proposed (un-submitted) plans for the creation of a glamping site near Selattyn.

Councillors discussed the proposed plans and listened to the information given by the potential applicant.

It was RESOLVED to send a letter of support and that it be noted that councillors were very impressed with the proposed plans.

d) Wat's Meadow 106 agreement – Discuss. It was **RESOLVED** to await further information from Shropshire Council in regards to the request to supply a copy of the report referred to and carry on further investigations by speaking to people who were involved at the time.

675 Derwen College Rights of Way and Footpaths – Discuss

Cllr Macey took part in discussion but did not vote on the decision.

It was noted that the proposed alternative route is on the side of the road and not a footpath and due to potential hazardous walking conditions; this is not a viable option.

It was **RESOLVED** to arrange a site visit and bring this back for further discussion at the September meeting.

676 Selattyn Wall – Discuss report. **RESOLVED** to note the report.

677 Parish Council Policies – Undertake an Annual Review of Parish Council Policies, taking into consideration the Finance and Executive Committee Recommendations.

- Complaints Procedure
- Freedom of Information Policy
- Data Protection Policy
- Press and Media Policy
- Social Media Management policy
- Expenses Policy
- Health and Safety Policy

It was **RESOLVED** to adopt the policies, making the proposed amends and that they be reviewed again in 12 months.

678 Health and Safety

- Annual Review of Peninsula Risk Assessments** – Review and approve. **RESOLVED** to make the proposed amends and approve. It was noted that photographs of bus shelters should be obtained so that there is a record of their current condition.
- Risk assessments for parish walk and play equipment launch** – Approve. It was noted that walk leaders must

have mobile phones on them at all times and know who to contact in an emergency. **RESOLVED** to approve the risk assessments.

- c) **Annual Health and Safety Review** – Consider report. The clerk noted that a review had been undertaken and it had raised the following points:

- DBS checks for staff and councillors
- Servicing of Fire Alarm and Emergency Lighting

It was **RESOLVED** that the clerk seek guidance from Peninsula and report back.

- 679 Finance and Executive Committee** - To note the draft minutes and agree recommendations from the committee meeting held on 29.06.17

- a) **Insurance** – To agree the recommendation of the Committee to make no amends to the insurance schedule for 2017-18
- b) **VAT** – to agree the committee's recommendation to take no further action at this stage
- c) **Bank Holidays** – Approve the committee's recommendation to adhere to staffing policy

RESOLVED to agree.

- 680 Amenities and Services Committee** - To note the draft minutes and agree recommendations from the committee meetings held on 29.06.17

- a) **New Play Equipment Launch** – To note the plans and agree the recommendation of the committee to purchase a 50th Anniversary Banner to be put up on the Pavilion Railings for this event and the Parish Walk.
- b) **Play Equipment Inspection Reports** – To note the reports and agree the committee recommendation to make no changes to the new multi-climber
- c) **Cemetery Inspection Reports** – Approve the committee's recommendations in regards to headstones ranked as priority '2' and those laid flat.
- d) **Community Amenities and Services** – Approve the committee's recommendation to accept the offer of support to run the community book scheme from Hengoed Phone Box

RESOLVED to agree.

The apple tree donation was discussed and options such as offering the tree to Gobowen School or Derwen College were proposed.

- 681 Streetlights** – Discuss the 2017 condition report and consider the quote for the work required

The 2017 condition report was discussed and it was **RESOLVED** to accept the quote for the required work and place an order for this to be completed.

- 682 Defibrillators in the Parish** – Consider requests for Hengoed and Selattyn and receive an update on Gobowen.

Hengoed – The Last Inn was discussed and considered a better location than the phonebox. It was **RESOLVED** to propose to the community group that the Last Inn wall would be a better location and that they approach the owners in the first instance.

Gobowen – The post office was discussed as a possible, suitable location. It was **RESOLVED** that the parish council write to make a request.

Selattyn – No proposal or plans received at this stage.

- 683 Development of the 4th Quarter of the Cemetery** – Consider quotes for new paths and approve

It was **RESOLVED** to gather additional quotes and to bring back to the September meeting for further consideration. It was Further **RESOLVED** that Cllr Crow and the Clerk meet at the Cemetery over the summer to map out the graves in the 4th quarter which will be dug 5ft – 5ft.

- 684 5 year Project Plan Review** – Agree to establish a task and finish group to carry out a review

It was **RESOLVED** to set up a task and finish group who will meet in August to review the plan. The group will consist of

Cllrs: Morgan, Harness, Bird, Crow and Broom.

685 Staff Recess - Approve Clerk's request. **RESOLVED** to approve.

686 Correspondence forwarded to Councillors for consideration and information

To discuss:

- a) **West Mercia Fire Service Consultation** – Discuss response and attendance at the Special Meeting of the SALC Executive. **RESOLVED** that Cllr Morgan attend to represent the Parish Council.

To note:

- a) E-Newsletters - Public Sector Executive, Rural Services Network
- b) Healthwatch Stakeholder Event – 17th July
- c) NALC Newsletter – 13th June
- d) Montgomery Canal Forum – 3rd July in Oswestry
- e) Local Trust Big Local Newsletter – June 2017
- f) The Shrewsbury and Telford Hospitals NHS Trust - MEDIA RELEASE: Discussions continue on maintaining safe, effective and dignified Urgent and Emergency Care
- g) Strategic Asset Manager, Shropshire Council - Notice of Protected Period Commencement Unit 2 Station Buildings Gobowen Station
- h) 3PBL Messenger – Issue 18, 19
- i) Shropshire Council - Almond Avenue, Gobowen Road Closure Resurfacing Scheme 2017 / 2018
- j) SALC Information Bulletin – 21st June
- k) Shropshire Council - Proposed Road Closure
- l) Road to be closed: B5070 from Rhoswiol roundabout to B5069 jct St Martins, 14 August 2017, 5 days (24 hours)
- m) Shropshire CCG, Rt Hon. Owen Paterson MP, SATH – Responses to letters sent by the Parish Council in relation to rural maternity services
- n) Bulletin from Jonathon Owen – NALC
- o) A5 Gledrid TM Bulletin W/C 26th June, 3rd July
- p) Connecting Shropshire Newsletter – Broadband Money Tree
- q) Shropshire Council – Environmental Maint. Grant – Increase in grant allocation
- r) Oswestry Hillfort - Microscopes on the monument. Wildlife survey (July 1st) will take snapshot of hillfort's precious ecology
- s) Shropshire Council – Proposed Road Closure: Racecourse Road Oswestry, 05 September 2017, 3 days - 24 hours
- t) Healthwatch Shropshire – PR: Shropshire Patients Helping to Heal the NHS
- u) Healthwatch Shropshire - Help make health and social care better in Shropshire
- v) Shropshire Drug and Alcohol Action Team - Support Shropshire's Bid to Host the UK Recovery Walk 2018 in Shrewsbury
- w) Rural Services Network - Shropshire views sought for national rural resident survey

687 a) Date of meeting - To note date, time and location. It was noted that the next meeting will take place on Wednesday 13th September, 7.00pm at Gobowen Pavilion.

Meeting closed at 20.46