

Selattyn and Gobowen Parish Council

Minutes of the meeting of Parish Council on Wednesday 13th July 2016 at the Gobowen Pavilion, Gobowen at 7.00pm

In the Chair – Cllr Ellis

Present; Councillors: P Cherrington, S Crow, J Davies, P Drury, H Ellis, D Lloyd, T Broom, Cllr Morgan, Cllr Emery, Cllr Bennett, Cllr West-Wynn, Cllr Macey, Cllr Lindup, S Westwood Bate

Also present: 1 member of the public and PC Katie Le'Clare.

455 To receive apologies and reasons for absence

It was **RESOLVED** to receive the following Apologies for Absence:
Cllr R Jones

456 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 Planning Application 16/02687/OUT

Cllr Lloyd, Cllr Macey and Cllr Bennett declared an interest in Planning Application 16/02545/Full

Cllr Emery declared an interest in Planning Application 16/02244/ADV

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

457 To confirm the Minutes of the Council Meeting held on 08.06.16

It was **RESOLVED** to confirm the minutes of the council meeting held on 08.06.16 and were approved and duly signed as a true record.

It was noted that a letter had been received in regards to the information provided to Councillors by Cambrian Railway at the June meeting. It was **RESOLVED** that the minutes be signed as a true record as they were a true representation of what was said at the meeting.

458 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 requesting details on the progress of a speed camera in Gobowen. Cllr Lloyd gave an update in regards to this request and is awaiting further information. The mobile camera that used to be positioned by the Library was discussed and the possibility of having this reinstated.

459 Reports

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

Salattyn Wall – Next update from Shropshire Council expected for September

Hengoed Cemetery – Issue with the stonemason now resolved

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 West-Wynn joined the meeting at 19.14

Cllr Lloyd spoke about the savings Shropshire Council are making and a better picture of how this will materialise will be available after the next full council meeting. He also noted the volume of fly tipping that is taking place on verges and paths and to report it when seen. It was **RESOLVED** that the Clerk seek information on the Fly Tipping Collection Routes.

RESOLVED to note the report.

Cllr Macey reported:

The Gobowen Central Launch took place on 30th June and there was good representation. A number of local residents and families attended and signed up for the library service and the event provided a good networking opportunity. Star housing will now be running a session there on a Friday for their local residents. New signage is currently being looked at.

LJC – focus on education and update on Academies and the school place plan. Updates on Locality commissioning and Big Local.

Rural Broadband – Connecting Shropshire – Cllr Macey reported on issues with Wat's Meadow development. They have come up with a scheme where BT and Fletcher Homes will put money in and use some of the CIL pot. Looking to put all funds together to put the cabinet in which will cost £11,000 in addition to the work BT will do. As a result, 127 properties will be connected. This work would then support the next area of development. It was noted that there is £766 in the Neighbourhood Fund and whether the council would like to allocate some of these funds to support this. It was **RESOLVED** that this be made an agenda item for discussion at the September meeting.

It was **FURTHER RESOLVED** that Cllr Macey arrange a meeting in the parish with the Connecting Shropshire Project Manager to inform interested parties and speak to Cllrs and Parishioners about where they are up to. In very rural areas there is the option of satellite broadband and a discussion took place around whether a mobile connection may be a better solution.

Local commissioning – On the list: Community Hub and Bryn Y Castell Coppice which the Shropshire Council budget £500 per annum for. It was **RESOLVED** that this be raised at the next Amenities and Committee meeting with the Coppice Representative.

Cllr Morgan reported that:

The Racecourse Management Committee had recently had their AGM and all members had been re-elected. They are looking to conduct a Survey on the left hand side of the course, on the rough ground towards the car park. They have requested information from Shropshire Council in regards to budget structure and have 2 site visits before October. **RESOLVED** to note the report.

Cllr Davies reported that:

He recently attended a meeting on the future of the Shropshire NHS. **RESOLVED** to note the report.

Cllr Ellis

Reported on his attendance at Gobowen Central Launch. He said it was a successful launch and feedback from Parishioners spoken to has been very positive. Focus to be on the changing needs of the local community), **LJC** (Big Local have made a contribution of £2,500 to men's sheds), Town and Parish Council meeting with Shropshire Council on Local Commissioning (the impact that savings will have on local services and facing the reality and finding solutions. Options for the Parish Council are 1. Do we engage 2. Do we decide not to engage).

RESOLVED to note the report.

- c) **Police reports** including reported incidents, the monthly police and CCTV report. **RESOLVED** to note the Police Report. It was **NOTED** that a CCTV report had not been received this month.

460 Financial Matters

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

bank reconciliation. **RESOLVED** to approve and Cllr Emery signed the bank statements against the bank reconciliations.

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

BACS/Chq Payments made before 13.07.16					Act
Chq	Supplier	Net	Vat	Gross	
BACSCM4	RJAH - May meals	317.50	63.50	381.00	
BACS16	Scottish Power - Ref SG118 (works following 2015 survey)	223.83	44.77	268.60	PCA 1957 ss.3(1) & 7 / HA 1980 s.301 / OSA 1906 s.10
	Total	541.33	108.27	649.60	
Current Account Cheque Payments					
Chq	Supplier	Net	Vat	Gross	
300656	S. Crow - expenses (refreshments for the Annual Parish Meeting)	5.79	0.00	5.79	LGA 1972 s 150(2)
300657	Shropshire Council (Hire of Selattyn School Hall for June meeting)	10.00	0.00	10.00	LGA 1972 s.134(4)
300658	HMRC Inland Revenue Payments (Clerk NI & Tax) + PC NI contribution	192.29	0.00	192.29	LGA 1972 s.112(2)
300659	Parish Clerk's Expenses (mileage 69.75, phone and internet contribution 21.00, spray can 3.95, red tape 1.50, milk 0.69)	96.89	0.00	96.89	LG(FP)A 1963 s 5
300660	Ass. to the Parish Clerk Expenses (toilet roll 1.45, refuse sacks 1.40, phone and internet contribution 10.00)	12.85	0.00	12.85	LG(FP)A 1963 s 5
300661	Brewers July Invoice	145.00	0.00	145.00	SC Maint. Fund HA 1980 s.96 LG (MP)A 1953 s.4 / PCA 1957 s.1
300662	Phil Crow (cover whilst Ass. to the Parish Clerk was on annual leave for 2 weeks 8.5 hrs at £10 p/hr 85.00, expenses including toilet roll 2.99 and new heavy duty mop and bucket 54.92)	142.91	0.00	142.91	S. 111, LGA 1972
	Total	605.73	0.00	605.73	
	Total cheques paid since last meeting	1147.06	108.27	1255.33	
BACS, Standing Orders and DD payments					
BACS No.					
BACS11	Highline Electrical - Testing of 20% lighting stock (including certificates)	255.00	51.00	306.00	PCA 1957 ss.3(1) & 7 / HA 1980 s.301 / OSA 1906 s.10

BACS11	Highline Electrical - Annual structural Visual Inspection (as per contract price)	592.00	118.40	710.40	PCA 1957 ss.3(1) & 7 / HA 1980 s.301 / OSA 1906 s.10
BACS11	Highline Electrical - Scottish Power service works excavation and reinstate as per quotation dated 05.08.15	340.00	68.00	408.00	PCA 1957 ss.3(1) & 7 / HA 1980 s.301 / OSA 1906 s.10
BACS11	Highline Electrical - Fixed wire annual electrical inspection and testing of Pavilion (180), PAT testing 19 items (19)	199.00	39.80	238.80	S. 111, LGA 1972
BACS11	Highline Electrical - Repair to SG102	49.25	9.85	59.10	PCA 1957 ss.3(1) & 7 / HA 1980 s.301 / OSA 1906 s.10
BACS12	SALC - Clerks the Knowledge Training Session	22.00	0.00	22.00	LGA 1972 s.111
BACS13	Gobowen Central - Grant	5000.00	0.00	5000.00	LGA 1972 S.137
BACS14	BT Business Bill - Pavilion Broadband	103.50	20.70	124.20	S. 111, LGA 1972
BACS15	Shropshire Union Canal Corporate Membership	25.00	0.00	25.00	LGA 1972 s.143
BACS17	Derwen College - Summer Planting Gobowen (524.99+VAT), Selattyn (£62.50+VAT)	587.49	117.51	705.00	LGA 1972 S.137
DD	BT Business Bill - Pavilion Phonenumber (payment taken on or after 18th July)	22.30	4.46	26.76	S. 111, LGA 1972
DD	Veolia (payment taken on 28.07.16)	26.08	5.22	31.30	LGA 1972 s.214(6); OSA 1906, s.9&10
SO	Clerk's Salary	1080.12	0.00	1080.12	LGA 1972 s.112(2)
SO	Ass. to Parish Clerk's Salary	649.94	0.00	649.94	LGA 1972 s.112(2)
	TOTAL	8951.68	434.94	9386.62	
	Total outgoings for June/July	10098.74	543.21	10641.95	
Current Account Income – June/July					
114	Hengoed Cemetery - Sale of Plot 414 Parishioner (270) and Admin Fee (130)	400.00	0.00	400.00	
114	Hengoed Cemetery - Sale of Plot 416 Non Parishioners (1000) and Admin Fee (130)	1130.00	0.00	1130.00	
114	Jones & Hughes - Headstone Addition Wording Plot 356 and Plot 260c	60.00	0.00	60.00	
114	Scottish Power - Wayleave	13.09	0.00	13.09	
114	Jones & Hughes - Headstone application - plot 402	90.00	0.00	90.00	
114	Allotment Tenancy	30.00	0.00	30.00	

	Payment - New Tenant - Plot 19				
BACS	Annual Broadband contribution from Gobowen IT Project	180.00	0.00	180.00	
BACS	Pavilion Hire - 1st Quarter Gobowen IT Project	100.00	0.00	100.00	
BACS	Pavilion Hire - 1st Quarter Fusion Arts	240.00	0.00	240.00	
BACS	Interest on Unity Trust Deposit Account	30.73	0.00	30.73	
	TOTAL INCOME	2273.82	0.00	2273.82	
Community Meals Account Payments - July					
	Supplier	Net	Vat	Gross	
BACSCM5	RJAH - June meals	367.50	73.50	441.00	
300065	K Griffiths - Expenses (volunteers mileage 35.00, containers 131.68)	166.68	0.00	166.68	
	TOTAL	534.18	73.50	607.68	
Community Meals Income					
000035	Direct Payment - July Meals	56.00	0.00	56.00	
000035	June meal payments	480.00	0.00	480.00	
	TOTAL INCOME	536.00		536.00	

- c) **Income** -To note income received since the last meeting. **RESOLVED** to note.
- d) **Budget** - To consider 1st Quarter budget report. **RESOLVED** to note.
- e) **Gobowen Central** – Consider Legal advice from NALC regarding donation of funds to the Gobowen Central Partnership and authorise Grant (deferred from the June Meeting). **RESOLVED** to agree the grant of £5000 made under S.137 and authorise the payment to be made via BACS.
- f) **Banking** – To note the letter from HSBC and sign the document in accordance with the Parish Council Banking Mandate to confirm Tax Status. **RESOLVED** that 2 signatories sign the document as per the bank mandate and ask Bernard
- g) **Subscriptions** – Review annual subscriptions for 2016/17 and authorise agreed membership payments. **RESOLVED** to agree to continue with all previous subscriptions and authorise annual membership to the Shropshire Union Canal Society.
- h) **Grant Applications** – Consider early grant applications from Parish based organisations. **It was RESOLVED that more information be gathered around the activities the Scout Group plan to hold and where they plan to run them before agreeing to a grant.** It was **RESOLVED** to make the following donation using the Parish Grants Earmarked Reserves:

Description	Application	Amount requested	Agreed Amount	Chq no
Gobowen Old Friends	Coach trip to Llandudno in July (agreed at meeting 13.07.16)	Not specified	£50	300665

- i) **Training** – to approve the cost for the Clerk to attend Cemetery Training on 15.07.16. **RESOLVED** to approve.
- j) **Financial Regulations** – to adopt the revised Financial Regulations from NALC. **RESOLVED** that the amended Financial Regulations be adopted.

461 Planning Items

a) Planning Application Decisions – To note recent planning decisions

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

Decision: Grant Permission

Reference: 14/01668/OUT (validated: 11/04/2014)

Address: Beechmount, Glyn Road, Selattyn, Oswestry, Shropshire, SY10 7DH

Proposal: Outline application (all matters reserved) for the erection of one dwelling

Decision: Grant Permission

Councillors considered planning applications and the meeting resumed at 8.10.

b) Planning applications for consideration -

Reference: 16/02244/ADV (validated: 31/05/2016)

Address: Co-operative Retail Services Ltd, The Cross, Gobowen, Oswestry, Shropshire, SY11 3JR

Proposal: Erect and display 1No internally illuminated fascia logo (Sign A), 1No internally illuminated projector (Sign B) and 3No non-illuminated wall mounted aluminium panels (Signs C, D & E)

RESOLVED to submit **neutral** with the following comments:

The Parish Council have no comments on this application.

Reference: 16/02545/FUL (validated: 09/06/2016)

Address: Derwen College, Whittington Road, Gobowen, Oswestry, Shropshire, SY11 3JA

Proposal: Formation of internal access road

RESOLVED to submit **neutral** with the following comments:

The Parish Council have no comments on this application.

Reference: 16/02687/OUT (validated: 17/06/2016)

Address: Llawr-Y-Pant Farm, Selattyn, Oswestry, Shropshire, SY10 7HX

Proposal: Outline application (all matters reserved) for the erection of agricultural worker's dwelling and detached garage to serve existing agricultural business

Cllr Ellis left the meeting at 20.11

RESOLVED to submit **support** with the following comments:

The Parish Council have no additional comments on this application.

Reference: 16/02671/FUL (validated: 05/07/2016)

Address: Victoria Cottage , School Lane, Gobowen, SY11 3LD

Proposal: Erection of conservatory following demolition of existing conservatory

RESOLVED to submit **neutral** with the following comments:

The Parish Council have no comments on this application.

462 Shropshire Council Transfer of Services – to discuss

The item was discussed and it was **RESOLVED** that more information needs to be gathered before the Parish Council are prepared to put forward their stance.

463 5 Year Strategic Project Plan – Agree to establish a task and finish group to develop the strategic plan and report back to Full Council at the September meeting.

It was **RESOLVED** to establish a task and finish group to meet twice before reporting back at the September

full council meeting. Clerk to circulate meeting dates.

464 Rural Broadband – Consider request for a feasibility study.

It was **RESOLVED** to suggest to residents in Selattyn that they put themselves forward as rural volunteers for Telecoms watchdog Ofcom. Clerk to share the information with Cllr Bennett to share with interested Parishioners.

It was **RESOLVED** that the Connecting Shropshire Programme Manager visit Gobowen to be listen directly to the issues facing residents. Cllr Macey to arrange the meeting. Clerk to help publicise.

465 Highways / Transport

- a) Proposed changes to speed limit orders in Gobowen and Oswestry – to discuss. **RESOLVED** to note.
- b) The proposed withdrawal of subsidy from contract OSA063 (Oswestry – St Martins) – to discuss. **RESOLVED** to note.
- c) Road Closures – Station Road Weston Rhyn 01.08.16 for 3 days and West Place, Gobowen 19th September 2016 for 1 day (8.00-16.00) – to note. **RESOLVED** to note.

466 Annual Review of Peninsula Risk Assessments – Review and approve.

An annual review of risk assessments was under taken with new risk assessments being approved (Homeworker). A small amend to the Playing Field Risk Assessment was agreed and to amended to read as follows:

‘Any broken equipment is sectioned off and dealt with accordingly’.

467 Finance and Executive Committee - To note the draft minutes and agree recommendations from the committee meeting held on 14.06.16.

RESOLVED to agree the following recommendations.

- a) **Accounting Risk Assessments, Risk Management and Risk and Asset Inspection Schedule** - Approve the committee’s recommended amends and updates to the documents
- b) **Asset Register** – Approve the committee’s recommended amends and updates to the Asset Register. Note the subsequent amend to the Asset Register from the External Auditor.
- c) **Insurance** – To agree the recommendation of the Committee to continue with the existing Insurance Provider providing the renewal schedule meets the needs of the council
- d) **Clerk’s End of Probationary Period Review** – To note that the review has taken place
- e) **Bank Holidays** – Approve the committee’s recommendation that no bookings for the Pavilion should be taken on Bank Holidays. Special bookings will be considered on an ad hoc basis.

468 Amenities and Services Committee - To note the draft minutes and agree recommendations from the committee meetings held on 14.06.16.

RESOLVED to agree the following recommendations.

- a) **New Play Equipment** – To agree the recommendation of the committee to pursue funding for a new piece of play equipment as per the quote and remove the wooden multi-play unit
- b) **Headstone Inspections** – To agree the recommendation of the committee that a notice be placed on the toppled headstone (plot 30) and a photo taken of the offending grave. A note to be placed in the Autumn Roundabout seeking the owner or relative to get in touch. Following this, if no response, the Parish Council RESOLVE to take action to repair the headstone.
- c) **Cemetery Rules and Regulations** – Approve the committee’s recommended amends to the cemetery rules to further clarify decoration on graves. It was **FURTHER RESOLVED to upload the rules to the website and display a notice on the noticeboard.**
- d) **Headstone Application Form** – Approve the committee’s recommended additional wording in relation to footprint of the headstone and approve that this be added to the application form.
- e) **Turfing and Sunken Graves** – Approve the quote and committee recommendation to commence with the back row of the 3rd quarter. **It was RESOLVED that this be deferred to the September meeting.**

- f) **Development of 4th Quarter of the Cemetery** – Approve the committee’s recommendation to increase the distance (middle to middle) to 5ft to enable burials to take place in consecutive graves on a trial basis.
- g) **Cemetery Fees and Charges** – Approve the committee’s recommendation for a clearer differentiation between Parishioner and Non-Parishioner fees.

469 Pavilion Car Park – Consider quotes to remove the existing hedge and supply and install Heavy Duty Galvanised Fencing.

The work required was discussed at length and it was **RESOLVED** to defer to a future meeting as an agenda item to be discussed further and seek additional quotes. A site visit to be made prior to the meeting.

470 Street lighting and Electrical Works

- a) **Annual Street Lighting Survey and 20% testing** – Note reports and consider quote for work required. **RESOLVED** to agree the quote for the work required following the street light survey.
- b) **LED Upgrades** – consider quotes. **RESOLVED** to defer until after the streetlight site walk.
- c) **Agree to establish a task and finish group to carry out a full street lighting review and report back to Full Council at the September meeting** – **RESOLVED** to arrange a walk around in September.
- d) **Annual Electrical Inspection** – to note the report

471 Gobowen Allotments – Agree eligibility criteria and rental charge for applicants from Neighbouring Parishes.

It was **RESOLVED** to contact the landowner and seek their approval in regards to allocating plots to tenants who reside outside of the Parish.

21.00 - It was **RESOLVED** to suspend standing orders to enable to meeting to continue and the remaining items on the agenda to be discussed.

472 Correspondence forwarded to Councillors for consideration and information

RESOLVED To note:

- a) E-Newsletters - Public Sector Executive, Rural Services Network, Rural Opportunities Bulletin, NALC and SALC Bulletins, Shropshire Campaign for Better Broadband, Rural Economy Spotlight, NHA FutureFit Digest
- b) Grants Bulletin from NALC
- c) Cuttings – Journal of Shropshire Union Canal Society
- d) Post Office – Consultation on changes
- e) Montgomery Waterway Restoration Trust
- f) CPRE’s new maps of England’s light pollution and dark skies
- g) West Mercia Search and Rescue – email from the Chairman to help raise awareness
- h) Turbine Delivery Information Events
- i) Severn Trent – Introducing Water Plus
- j) Eon Energy – Increasing out of contract prices
- k) BT Business – Price increase for broadband from September

For discussion:

- a) War Memorial – request from a History University student for records on the War Memorial to support her application for listed status. **RESOLVED** to send any information we have that may be relevant.
- b) SP Energy Networks – Reinforcement to North Shropshire Electricity Distribution Network. Stage one of consultation from 29th June – 9th September. Consider proposals. Concern that this could affect Rhos-Y-Gadfa. **RESOLVED** not to comment.

473 Date of meeting

- a) To note Date and Time of the next meeting
- b) To discuss 2016-17 meeting venues – **RESOLVED** to be deferred to the September meeting.

Meeting closed at 21.18