

Selattyn and Gobowen Parish Council

Minutes of the meeting of the Parish Council on Wednesday 10th January 2018 at the Pavilion, Gobowen at 7.00pm

In the Chair – Cllr Ellis

Present: Councillors: Keeling, Lloyd, Emery, Britner, Whitelaw, West-Wynn, Westwood Bate, Broom, Bird, Crow, Macey

Also present: 4 members of the public, CSO Roberts

Before the meeting began, Cllrs reflected on the recent loss of previous Cllr – Paul Drury. Cllr Ellis informed councillors that a letter has been sent to his family from the Parish Council sending their condolences.

765	<p>To receive apologies and reasons for absence</p> <p>It was RESOLVED to accept apologies for absence from Cllr Harness, Cllr McKenna, Cllr Morgan.</p>
766	<p>Disclosable Pecuniary Interests</p> <p>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.</p> <p>b) To consider any applications for dispensation. None received.</p>
767	<p>To confirm the Minutes of the Full Council Meeting held on 13.12.17.</p> <p>It was RESOLVED to accept the minutes of the full council meeting held on 13.12.17 and they were duly signed as a true record.</p>
768	<p>Public Participation session - a period of 15 minutes will be set aside for the public to speak on items on the agenda.</p> <p>Members of the public spoke on the following matters:</p> <ul style="list-style-type: none"> • The ongoing sewage issue in West Place / Fernhill Lane. It was reported that the replacement of existing pipeline is a long-term plan for Severn Trent but it is the view that this needs to be done in the immediate future. • Footpath from Orthopaedic Roundabout to Oswestry is now so overgrown and covered with mud that it is dangerous for those using it to walk and cycle – should be a 1m wide.
769	<p>Library Services – Update on the Future of Library Services in Shropshire</p> <p>Parish Councillors received a short update from Teresa Eccleston, Library Area Manager, on the Future of Shropshire’s Library Services. Copy of the presentation attached – Appendix A.</p> <ul style="list-style-type: none"> • Gobowen is a Tier 3 Library • Staffed (and also supported by volunteers) • Flexible opening hours • Part of the Library network (still counted as a Shropshire Library) • Max of 3-year financial support (this has been extended from 1 year following the consultation)

The following Questions / Points were raised following the presentation:

- All libraries run by groups are signed up to a Shropshire Council Service Level Agreement
- Libraries run by the parish council – some pay a % of cost to run and others pay the full cost
- How much are Shropshire Council contributing to Gobowen Central. A: Shropshire Council are contributing around £7000 a year.
- If the parish council pulled out their funding – would Shropshire Council bridge this gap. A: Unlikely – would most likely look to other funders.
- After 3 years – Shropshire Council will not provide the revenue but would continue to provide the back-office support.
- Library Consultation – Selattyn mobile service was at risk. Why was this? A: Struggled for years to get people to use this stop. It has been re-instated but will be keeping an eye on it in regards to usage.
- How much is Gobowen Central used by people from outside of the Parish? A: 74% are from Selattyn and Gobowen, 9% from St Martins, 7% Oswestry, 6% Whittington.
- What was the Income in 2017? A: £150 in room hire, raffle, £200 approximate for computer charges. Now friends group established they will support with income generation. No Libraries, however, are fully funded by Friends Groups.
- What would Shropshire Council do if Gobowen Central closed? A: it would become a book based mobile library service funded by Shropshire Council. Library services in the form of Gobowen Central offer a much broader service - supports with social isolation and computer support – moving away from traditional services. It is Shropshire Council's view that the Library service is well placed to offer these services in communities.

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Reports

- a) **Progress Report** – To consider the Clerk's progress report. It was **RESOLVED** to note the report and the following actions **AGREED**:
- I. Public Health concerns - Complaint Ref:- 18/00020/PHSEPU – Discuss. It was **RESOLVED** that the Parish Council offer their support on this matter by writing to Severn Trent to state that action must be taken on the grounds of Duty of Care and Public Health. It was **FURTHER RESOLVED** to invite the Severn Trent Community Liaison Officer along to the February meeting to update councillors and the public on the action they are taking to resolve the issue and address the causation. Pavilion Hire – Youth Club has re-started.
 - II. Pavilion Hire – The Clerk reported that the Youth Club was now to be run by TNS and that sessions were to resume on 22nd January and to run every Monday excluding Bank Holidays. As the parish council is currently a member of staff short and due to cover not being available from Monday 29th Jan – Sunday 11th February it was **RESOLVED** to cancel all bookings (excluding Football) between these dates and to ask the Brewers to do one litter pick during this period. It was **FURTHER RESOLVED** that prior to the Youth Club hire, everything needs to be checked and after hire for any damage. At least 2 members of staff need to be present throughout the session.
 - III. Microphone for meetings – This was discussed and it was **AGREED** to purchase the amp and cables required for the microphone.
 - IV. PayRoll – The Clerk gave an update on registering to outsource this to DCK Accounting and the forms that they require the parish council to sign as part of the authorisation process. It was **RESOLVED** that the Chair sign the Authorisation Form.
- b) **Shropshire Council** - To receive reports from Shropshire Council elected councillors
Cllr Macey reported on the following:
- TNS have been commissioned for Youth Sessions
 - Looking at funding for youth – been out to public consultation but outcome not yet available
 - Wat's Meadow – Broadband has made front page news in local press. The cabinet is there and it is now down to BT to completed the connection.
 - New developments of more than 30 dwellings – BT will put in the Fibre Broadband free of charge and fibre to the house rather than just the cabinet.
 - Financial strategy went to cabinet today – Social Care costs have gone up another £10m, Children's Social care budget has increased based on demand. Approximately £42m savings to be made. Schools Funding – response to consultation was to move to the national formula now. Library Strategy – A further 2 years of funding added. Car parking Strategy – on the agenda for next week.

- c) **Other Reports** – To receive reports from councillors attending meetings, training sessions and site visits on behalf of the parish council.
None received.
- d) **Police report** – To receive the police report and note the CCTV report. CSO Roberts summarised the written report - 19 crimes (29%) and 46 non-crimes. Motorists are still being stopped and spoken to for speeding in Gobowen Village. It was **RESOLVED** to note the report and Cllrs expressed their appreciation was expressed for having a physical presence at the meeting, as well as the monthly written report.

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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 the meeting. **RESOLVED** to approve.

BACS/Chq Payments made before 10.01.18					Act
Chq / BACS	Supplier	Net	Vat	Gross	
BACS150	NWN - Job Vacancy Advert in the Advertizer (paid by the clerk on Debit card and claimed back)	240.00	48.00	288.00	LGA 1972 s.111
BACS150	Facebook - Demographically targeted Job Vacancy Advert (paid by the clerk on Debit Card and Claimed back)	10.00	0.00	10.00	LGA 1972 s.111
BACS151	MNA Ltd - Job Vacancy Advert in SS and Os and B Chronicle	297.00	59.00	356.00	LGA 1972 s.111
BACSCM42	RJAH - November Meals	257.50	51.50	309.00	
	Total	804.50	158.50	963.00	
Current Account Cheque Payments					
Chq	Supplier	Net	Vat	Gross	
300745	HMRC Inland Revenue Payments (Clerk NI & Tax) + PC NI contribution (78.97)	206.24	0.00	206.24	LGA 1972 s.112(2)
300746	Daren Brewer Dec Invoice (bus shelters and railway carriage £45.00, clearing of all nettles, brambles at back entrance to PF £70 (as per quote), removal of tree stump seats and metal stakes £40)	155.00	0.00	155.00	SC Maint. Fund HA 1980 s.96 LG (MP)A 1953 s.4 / PCA 1957 s.1
	Total	361.24	0.00	361.24	
	Total cheques paid since last meeting	1165.74	158.50	1324.24	
BACS, Standing Orders and DD payments					
BACS No.					
BACS152	Derwen College - Gobowen Planters (314.99+VAT), Selattyn Planters (£50.00 + VAT)	364.99	73.00	437.99	LGA 1972 s.137
BACS153	Parish Clerk's Expenses (phone and broadband 21.00, mileage Dec/Jan - 40.95, Misc expenses - stamps 7.56)	69.51	0.00	69.51	LG(FP)A 1963 s 5
BACS154	APC Final Salary Payment 14th-28th December and Expenses (Mileage)	318.17	0.00	318.17	LGA 1972 s.112(2); LG(FP)A 1963 s 5
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 Phonenumber, 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 28.01.17) - 2 lifts	27.24	5.45	32.69	LGA 1972 s.214(6)
SO	Clerk's Salary - Month 10	1118.86	0.00	1118.86	LGA 1972 s.112(2)
	TOTAL	1982.56	92.45	2075.01	
	Total outgoings for January	3148.30	250.95	3399.25	
Current Account Income					
Income banked in December after the December meeting					
137	Pavilion Hire (Football) 02.12.17	45.00	0.00	45.00	
137	Jones and Hughes - Cemetery Income - Headstones	290.00	0.00	290.00	
137	TNS Pavilion Hire 23.10.17	10.00	0.00	10.00	
BACS	Superior Garage Doors - Roundabout Advert	100.00	0.00	100.00	
BACS	Hiscox - Insurance Claim for Pavilion Barrier (payment is minus the £250 excess which they are hoping to reclaim)	3200.00	0.00	3200.00	
BACS	Interest on Unity Trust Deposit Account	4.84	0.00	4.84	
BACS	Interest on HSBC BMM Account paid 22.12.17	4.25	0.00	4.25	
Income banked in January					
BACS	Queens Head - Advert in Winter Roundabout 1/8 page	50.00	0.00	50.00	
BACS	Pavilion Hire (IT Project) - 3rd Quarter	100.00	0.00	100.00	
	TOTAL INCOME	3804.09	0.00	3804.09	
Community Meals Account Payments					
	Supplier	Net	Vat	Gross	
BACSCM43	K Griffiths - Expenses Dec (7.00 mileage, 132.05 tins and lids)	139.05	0.00	139.05	
BACSCM44	A Gregory - Expenses - Voucher for KG	50.00	0.00	50.00	
	TOTAL	189.05	0.00	189.05	
Community Meals Income					
000053	Direct Payment - Jan Meals Pierce	43.33	8.67	52.00	
000053	Community Meals income - Dec (272.00 cheques, 4.00 cash)	276.00	46.00	276.00	
BACS	Direct Payment - Jan Meals Smithers (invoiced but payment not yet received)	73.33	14.67	88.00	
	TOTAL INCOME	392.66	69.34	416.00	

	<p>c) Income -To note income received since the last meeting. RESOLVED to note.</p> <p>d) 3rd Quarter Budget Report – For consideration. RESOLVED to note.</p> <p>e) VAT – To note update from the Clerk on VAT registration. The Clerk reported that the application for VAT registration from 01/01/2018 had now been completed and that a VAT Registration number has not yet been issued. It was noted that advice had been obtained from DCK Accounting and that All VATable supplies from 01/01/2018 (income received from 1st Jan that is VATable) are to have VAT added to them and that the VAT returns for reclaiming the VAT will be submitted quarterly. Councillors were informed about Exempt supplies (the Pavilion Hire) which will remain exempt as the parish council have not opted to tax, just to charge VAT on VATable supplies. Following advice from DCK, the Clerk reported that a partial exemption calculation will need to be carried out annually at the end of the financial year to calculate if any money is to be re-paid to HMRC. Councillors were presented with the option to outsource this is required. It was RESOLVED to note the information and that the Clerk carry out the Partial Exempt Calculation with the support of councillor West-Wynn.</p> <p>f) Bank Account – Agree to open an additional deposit account. The Clerk proposed the options of either opening a bank deposit account or a CCLA deposit account. It was RESOLVED to go with a high street bank and that the Clerk bring the options and paperwork to the February meeting.</p>
772	<p>Planning Items</p> <p>a) Planning applications for consideration</p> <p>I. Reference: 17/05429/FUL (validated: 13/12/2017) Address: Swiss Cottage, Whitwell Lane, Pant-Glas, Oswestry, SY10 7PL Proposal: Landscape alterations including removal of trees, formation of new pedestrian bridge to lake island, formation of new vehicular access onto Whitwell Lane, repairs to existing listed building, erection of single storey side extension and detached garage and workshop and installation of package treatment plant</p> <p>It was RESOLVED to MAKE A REPRESENTATION with the following comments:</p> <ul style="list-style-type: none"> • The Parish Council have no comments to make on this application. <p>II. Reference: 17/05430/LBC (validated: 13/12/2017) Address: Swiss Cottage, Whitwell Lane, Pant-Glas, Oswestry, SY10 7PL Proposal: Landscape alterations including removal of trees, formation of new pedestrian bridge to lake island, formation of new vehicular access onto Whitwell Lane, repairs to existing listed building, erection of single storey side extension and detached garage and workshop and installation of package treatment plant affecting a Grade II Listed Building</p> <p>It was RESOLVED to MAKE A REPRESENTATION with the following comments:</p> <ul style="list-style-type: none"> • The Parish Council have no comments to make on this application <p>b) Reconsultation due to amendments – Consider</p> <p>I. Planning reference: 17/04707/FUL Development proposed: Erection of 2 storey and single storey extensions following demolition; demolition of existing garage; internal alterations Location: Penybont Farm, Selattyn, Oswestry, Shropshire, SY10 7LL</p> <p>It was RESOLVED to MAKE A REPRESENTATION with the following comments:</p> <ul style="list-style-type: none"> • The Parish Council have no comments to make on the amendments <p>II. Planning reference: 17/04959/FUL Development proposed: Formation of New Access Road Location: Penybont Farm, Selattyn, Oswestry, Shropshire, SY10 7LL</p> <p>It was RESOLVED to MAKE A REPRESENTATION with the following comments:</p> <ul style="list-style-type: none"> • The Parish Council have no comments to make on the amendments

	<p>c) Traveller Site, Henlle, Gobowen – Agree to send a letter to Shropshire Council Planning Department requesting an update. It was RESOLVED to AGREE to send a letter expressing strong views that no information has been shared about the progress of enforcement and other issues at the site and that if the parish council cannot get a response, councillors will have to take it to a national level. As a matter of serious concern, the Parish Council require a response and update on current policy for dealing with this matter before the next meeting on 14th February.</p>
773	<p>Proposal for Midwifery Led Services (Item proposed by Cllr Emery) – Discuss. It was RESOLVED to defer this item until more information is available.</p>
774	<p>Agree to set up working groups to research and feedback on the following areas. It was RESOLVED that the following working groups be set up and meetings be arranged:</p> <p>a) Joined up thinking regarding transport links in the Parish. Group Members – David Lloyd, Tony Broom, Robert Macey, Huw Ellis</p> <p>b) Signage and Information Points in the Parish Group Members – Robert Macey, Alison Whitelaw and the Clerk</p> <p>c) Community Engagement / Roundabout Members – Craig Emery, Amy Britner and the Clerk</p>
775	<p>Consultations and surveys – Discuss and agree responses</p> <p>a) Police budget and council tax consultation - https://www.westmercia-pcc.gov.uk/budget-consultation-201819/. It was RESOLVED to respond with the following comments:</p> <ul style="list-style-type: none"> • The Parish Council support the proposals <p>b) Second Homes Survey - To support proposal under the Sustainable Communities Act. It was RESOLVED not to respond to this survey.</p> <p>c) British Ironwork Centre – Engagement Survey. It was RESOLVED not to respond to the survey as the parish council do not wish to be involved.</p>
776	<p>Roundabout Newsletter – Discuss advertising rates</p> <p>The Clerk reported on the costs to add additional pages to the roundabout to allow for additional advertising and how the income from adverts, charged at the current rate, does not cover this increase so there is no direct financial benefit to recruiting new advertisers. It was RESOLVED to set the following advertising rates from the Spring Edition:</p> <ul style="list-style-type: none"> • Eight page to remain at £50 + VAT • Half page to increase to £100 + VAT • Full page to increase to £300 + VAT <p>21.00 - RESOLVED to suspend standing orders for 10 minutes to complete the remainder of the meeting.</p>
777	<p>Unitary Council spending proposals for 2018/19 (Item proposed by Cllr Crow) - Discuss and agree to send a letter.</p> <p>Matters to be included / cut from the 2018/19 budget were discussed and how this will affect the local community.</p> <p>It was RESOLVED not to send a letter at this stage.</p>
778	<p>Correspondence forwarded to Councillors for consideration and information</p> <p>a) To note the attached appendix of items which have been circulated. RESOLVED to note.</p> <p>b) Buckingham Palace Garden Party – Discuss Nomination. It was RESOLVED that Cllr Huw Ellis who will be the outgoing Chair be nominated. It was FURTHER RESOLVED that if he is selected to attend, that</p>

	<p>the cost of the trip be covered by the individual and not the parish council.</p> <p>c) SALC Training Programme 2018 – To note and agree attendance. The training programme was noted and RESOLVED that all bookings for courses to be made through the Clerk.</p>
779	<p>a) Date of meeting - To note date, time and location</p> <p>Wednesday 31st January – 7.00pm – Extraordinary meeting to finalise the budget</p> <p>Wednesday 14th February – 7.00pm – Gobowen Pavilion. The matter regarding outline planning permission for 9 houses in Selattyn was raised and it was RESOLVED that this be included on the agenda for 14th February.</p>

Meeting closed: 21.10