

Selattyn and Gobowen Parish Council

Minutes of the meeting of the Parish Council on Wednesday 11th April 2018 at Gobowen Pavilion, St Martins Road, Gobowen at 7.00pm

In the Chair – Cllr Ellis

Present: Councillors: H Ellis, S West-Wynn, M Keeling, R Macey, A Britner, N Harness, A Whitelaw, E Morgan, M McKenna, T Bird, S Crow, C Emery, T Broom, D Lloyd.

Also present: 7 members of the public, Shropshire Councillor Jones

811	<p>To receive apologies and reasons for absence</p> <p>It was RESOLVED to accept apologies for absence from Cllr Westwood Bate.</p>
812	<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. Cllr Ellis declared an interest in Grants – 816gii) War Memorial Project due to his involvement with the group.</p> <p>b) To consider any applications for dispensation. None received.</p>
813	<p>To confirm the Minutes of the Full Council Meeting held on 14.03.18</p> <p>It was RESOLVED to CONFIRM the minutes of the full council meeting held on 14.03.18 and they were duly signed as a true record.</p>
814	<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"> • Concerns regarding the derelict buildings in the village and the health and safety issues this raises • High speed broadband has now been instated in Wat’s Meadow • Proposed development in Hengoed - 18/01436/FUL. The following points were raised: <ol style="list-style-type: none"> I. Documentation is old and outdated II. Supporting statement says its an exact copy but this is not accurate III. Effect on the character on the neighbourhood – 104 new residents IV. Sewage plans based on 104 residents – 150 residents which equates to 8 per house (the accuracy of this is questionable) V. NPPF – Section 80 – Developments should promote sustainable Development in rural communities – there are currently no facilities or services in Hengoed other than a pub VI. Speed of traffic through Hengoed VII. Affect on neighbouring properties VIII. Water will have to go into watercourse which goes into Zone 3 flood zone.
815	<p>Reports</p> <p>a) Progress Report – To consider the Clerk’s progress report. It was RESOLVED to NOTE the report with the following comments and points raised:</p> <ul style="list-style-type: none"> • Ebnal Lodge Solar Farm Community Payment – It was RESOLVED that an invoice must not be raised for this (as per the advice from NALC) and that a written request for payment of the grant be sent.

- **Graham Edwards Memorial Tournament** – The Clerk reported that there has been a change to committee structure and that the previous committee will be supporting the new representatives with this year’s tournament. It was **RESOLVED** to note this information and to re-direct the letter outlining the terms to the new committee.
- **Gobowen Allotment** – The tenancy renewal paperwork has not yet been sent out as the privacy documentation needs to be approved by full council before it can be issued.
- Broadband in Selattyn – Cabinet has now been installed
- Dog mess around the bin and urination in the Bus Shelter on Ferndale Crescent – It was **RESOLVED** to report this to Environmental Maintenance as the parish council pay monthly to have the bus shelter cleaned so it is Shropshire Council’s responsibility to ensure the bin is emptied and surrounding mess cleared.

b) **Public Health concerns** – Complaint Ref:- 18/00020/PHSEPU – Consider update from Severn Trent on the funding period for the associated works. It was **RESOLVED to NOTE** the update received from Severn Trent and that the council share copies of the update with the residents of the 4 new houses on Fernhill Lane.

c) **Shropshire Council** - To receive reports from Shropshire Council elected members:

Cllr Macey reported on the following:

- Recent developments with Broadband
- Youth commissioning paper – the local LJC will continue to receive the £12k funding for the next 12 months.
- Kier Highways Maintenance contract started on 1st April
- LJC – Planning meeting scheduled for next week to finalise youth commissioning and agree a date and agenda for the next public meeting.
- CIL – Task and Finish Group – have now come back with their recommendations which covers bigger thinking on areas where the money is used in the place plan. Recommendations will be considered and then a paper will be submitted.
- Solar Farm Mast – no update on progress with connecting shropshire.

Cllr Jones reported on the following:

- Planning issues and retrospective planning – looking at ways to change the system to make the charges higher for retrospective planning. Enforcement issues are creating a strain on staff resources.

It was **RESOLVED** to note the reports.

d) **Other Reports** – To receive reports from councillors attending meetings, training sessions and site visits on behalf of the parish council.

- Cllr Crow reported that Gobowen Station have had their change of use application approved. **RESOLVED** to note.

e) **Police report** – To receive the police report and note the CCTV report. It was **RESOLVED to NOTE** the Police 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 11.04.18					Act
Chq / BACS	Supplier	Net	Vat	Gross	
BACSCM49	RJAH - Feb Meals	197.50	39.50	237.00	
	Total	197.50	39.50	237.00	
Current Account Cheque Payments					
Chq	Supplier	Net	Vat	Gross	

300762	HMRC Inland Revenue Payments (Clerk NI & Tax) + PC NI contribution (88.64)	236.92	0.00	236.92	LGA 1972 s.112(2)
300763	G.R. Contracting - Order No: 1 (placed April 2016). Playing Field Maintenance - setting of bin, slabs in front of pavilion seat and 100m marker intervals around field path	175.00	35.00	210.00	LGA 1972 s.111
300764	Duncan Royce - Turfing 20 graves at Hengoed Cemetery (agreed at March meeting)	600.00	0.00	600.00	LGA 1972 s.214(2)
300765	Phil Crow - Pavilion Management before contractor appointed	42.00	0.00	42.00	LGA 1972 s.111
	Total	1053.92	35.00	1088.92	
	Total cheques paid since last meeting	1251.42	74.50	1325.92	
BACS, Standing Orders and DD payments					
BACS No.					
BACS168	Highline Electrical - Light out SG76	62.50	12.50	75.00	PCA 1957 ss.3(1) & 7 / HA 1980 s.301 / OSA 1906 s.10
BACS169	SALC / NALC - 2018 / 19 Affiliation Fees	1341.60	0.00	1341.60	LGA 1972 s.143
BACS169	SALC - GDPR Training (Clerk)	10.00	0.00	10.00	LGA 1972 s.111
BACS170	Scribe - Annual Software Licence	347.00	69.40	416.40	LGA 1972 s.111
BACS171	Edge IT Systems - Microsoft Office 365 Business Premium (112.80+VAT), Etitaph (174.00+VAT)	286.80	57.36	344.16	LGA 1972 s.111
BACS172	DM Payroll Services Ltd - Provision of a Data Protection Officer	600.00	0.00	600.00	LGA 1972 s.111
BACS173	DCK Accounting Solutions - Payroll Fees - initial set up one off fee (30.00+VAT), Employee set up one off fee (10.00+VAT), monthly payroll processing fee (25.00+VAT)	65.00	13.00	78.00	LGA 1972 s.111
BACS174	Brewers April Invoice - Cleaning Bus Shelters (45.00), Litter Picks x 6 (60.00), Open and Lock Up Pavilion x 3 (30.00), Cut and Strim Rough Area on Playing Field (20.00), Pavilion Clean x 2 (20.00)	175.00	0.00	175.00	SC Maint. Fund HA 1980 s.96 LG (MP)A 1953 s.4 / PCA 1957 s.1; LGA 1972 s.111
BACS175	Parish Clerk's Expenses (phone and broadband 21.00, mileage 48.60, stamps (inc 30 for allotment renewals) 22.40	92.00	0.00	92.00	LG(FP)A 1963 s 5

BACS176	Shropshire Council - 4th quarter streetlight electricity	726.26	145.25	871.51	PCA 1957 ss.3(1) & 7 / HA 1980 s.301 / OSA 1906 s.10
DD	Water Plus - Allotment Water - Payment now being taken monthly by DD (figure reported at March meeting (181.97) was not taken on 31st March. 1st Payment taken 01.04.18, next payment due 02.05.18	33.72	0.00	33.72	LGA 1972 s.111
DD	Pension Contribution (Employer 16.83, Staff 20.19)	37.02	0.00	37.02	LGPSR SI 2007/1166, LGPS SI 2008/238&239
DD	BT Business Bill - Pavilion Phonenumber, Broadband (62.16 + VAT) and Mobile (£18.00 + VAT) - Now paid as a combined bill - monthly.	79.07	15.81	94.88	LGA 1972 s.111
DD	Veolia (payment taken on 28.04.17) - 2 lifts	28.98	5.80	34.78	LGA 1972 s.214(6)
SO	Clerk's Salary - Month 1	1175.83	0.00	1175.83	LGA 1972 s.112(2)
	TOTAL	5060.78	319.12	5379.90	
	Total outgoings for April	6312.20	393.62	6705.82	
Current Account Income					
Income banked in March after the March meeting					
140	ME and A Hughes - Headstone Application - 420	100.00	0.00	100.00	
BACS	Hire of Pavilion - Gobowen IT Project - 4th Quarter Payment	90.00	0.00	90.00	
BACS	Interest on Unity Trust Deposit Account paid 31.03.18	10.71	0.00	10.71	
BACS	Interest on HSBC BMM Account paid 22.03.18	4.09	0.00	4.09	
Income banked in April					
141	Gift from Hengoed Community Group to purchase Defib Cabinet for Hengoed	489.95	0.00	489.95	
141	Allotment Rent Plot 20 (cash), Plot 15 (cheque)	60.00	0.00	60.00	
BACS	Pavilion Hire - Yoga January and February Sessions	90.00	0.00	90.00	
BACS	VAT refund - 4th quarter 2017/18 accounts	597.11	0.00	597.11	
Direct Payment	Interest on Nationwide Savings Account (31.03.18)	13.81	13.81	13.81	
	TOTAL INCOME	1455.67	13.81	1455.67	
Community Meals Account Payments					
	Supplier	Net	Vat	Gross	
BACSCM50	K Griffiths - Expenses March (mileage 8.00, tins and lids 86.21)	94.21	0.00	94.21	
	TOTAL	94.21	0.00	94.21	

Community Meals Income					
000056	Direct Payment - April Meals Pierce	40.00	8.00	48.00	
000056	Community Meals income - March 2018	253.33	50.67	304.00	
000056	Direct Payment - April Meals Opie	13.33	2.67	16.00	
BACS	Direct Payment - 6 months of Meals - Knapp	250.00	50.00	300.00	
BACS	Direct Payment - April Meals Smithers	80.00	16.00	96.00	
	TOTAL INCOME	636.66	127.34	764.00	

- c) **Income** -To note income received since the last meeting and receive a report on outstanding income. It was **RESOLVED** to note the income received.
- d) **4th Quarter Budget Report** – To note. **RESOLVED** to note.
- e) **Earmarked Reserves from 2017-18 accounts** – To note. **RESOLVED** to note.
- f) **Asset Register** – To note. The Clerk reported that new items purchased has been added and those disposed of removed from the register. The Clerk further reported that advice was currently being sought from the Internal and External Auditor regarding clarification on “upgrades” and “any expenditure which increases the life of the asset”- As stated in Governance and Accountability – and how this should be recorded on the asset register. It was **RESOLVED** that the asset register be reconsidered at the May meeting when the Annual Report is presented for approval.
- g) **Grants** – Consider grant applications and requests from:
- I. **TNS** – Youth Activities. It was **RESOLVED** to defer this item to the May meeting
 - II. **Hengoe Community Group** – War Memorial Project – *Cllr Ellis left the room while discussions and decision on this item took place.* Councillors raised queries regarding the proposed cost of distribution as the roundabout is delivered free of charge. It was noted that this would be looked at further by the group. It was **RESOLVED** that the grant be agreed in principle and when the group have secured match funding for the same amount (£837.50) the payment be approved and the grant awarded.
 - III. **Shropshire Council** - Gobowen Central – The request for the 3rd year grant funding was discussed and it was **RESOLVED** to defer this item to the May meeting and request a funding breakdown of how exactly the funding has been used over the last 12 months and an up to date to date user report. The letter only refers to Library Services so the request for funding needs to be revised to encompass the ‘other services’ provided within the community hub which form part of this grant request. It was **FURTHER RESOLVED** to request confirmation of Shropshire Council’s contingency plan to fund the project after the end of this 3 year period.
 - IV. **Ifton Miners Project** – It was **RESOLVED** to grant an additional £410.00 as a S.137 grant and cheque number **300766** was duly signed.
- h) **Selattyn Burial Ground** – Approve annual maintenance donation. The annual donation was discussed and it was **RESOLVED** to make a donation of £400.00 and cheque number **300767** was duly signed.
- i) **Neighbourhood Fund and CIL** – To note 2018 Neighbourhood fund allocation and discuss. It was **RESOLVED** to note the 2018 Neighbourhood Fund allocation. CIL was discussed and matters were raised regarding the reduced CIL funds associated with the Brogyntyn Development and it was noted that the parish council have never received a documented formal response from Shropshire Council responding to their letter dated August 2015.
- j) **Environmental Maintenance Grant 2018/19** – Receive an update. The proposed revisions to the grant were discussed and the consultation questions considered. It was **RESOLVED** to defer responding to the consultation until the May meeting and that the cutting of the roundabout **not be** carried out until confirmation that the funding will be secured to continue to provide this service.
- k) **Community Chest Grant** – Parish Roundabout – To note completion of Evaluation File for 2017 Grant and discuss re-applying for 2018/19. It was **RESOLVED** to note that the grant evaluation had been completed and **FURTHER RESOLVED** not to re-apply for the grant this year on the basis that the newsletter is now self-funding through advertising.

Planning Items**a) Planning Decisions – To note**

- I. **Reference:** 18/00380/FUL (validated: 22/01/2018)
Address: Robert Jones And Agnes Hunt Orthopaedic Hospital, Gobowen, Oswestry, Shropshire, SY10 7AG
Proposal: Proposed staff car park, sited on a previously demolished building
Decision: Grant Permission
- II. **Reference:** 17/05343/FUL (validated: 27/11/2017)
Address: Selattyn Quarry, Selattyn, Shropshire
Proposal: Change of use of land for the siting of six holiday units and a reception log cabin, with associated parking and conversion of agricultural building for uses ancillary to holiday accommodation
Decision: Grant Permission
- III. **Reference:** 18/00214/FUL (validated: 25/01/2018)
Address: Robert Jones And Agnes Hunt Orthopaedic Hospital, Gobowen, Oswestry, Shropshire, SY10 7AG
Proposal: The creation of a fully accessible garden including erection of a single storey garden room
Decision: Grant Permission

It was RESOLVED to note recent planning decisions.

b) Planning applications for consideration

- I. **Reference:** 18/00914/FUL (validated: 28/02/2018)
Address: No 1 Police Houses, St Martins Road, Gobowen, Oswestry, Shropshire, SY11 3NN
Proposal: Formation of new vehicular access

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

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

- II. **Reference:** 18/01290/FUL (validated: 22/03/2018)
Address: Henlle Hall , Preeshenlle Lane, Gobowen, SY10 7AX
Proposal: Erection of reception offices and residents lounge, kitchen, store and package treatment plant, external works and parking (revised scheme)

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

- **The materials used need to be in sympathy with surroundings and reflect the rural environment as per section 9 of the application.**

- III. **Reference:** 18/00923/VAR (validated: 26/03/2018)
Address: Solar Farm At, Rhosygadfa, Gobowen, Shropshire
Proposal: Variation of Condition No.13 (removal of panels) attached to permission 15/03975/FUL to extend the siting from 25.5years to 30.5years

It was RESOLVED to OBJECT with the following comments:

- **The Parish Council consider this to be ‘Planning Creep’**
- **Government policy for solar farms is for 25 years and the independent planning inspectorate dismissed the appeal on an adjacent site so granting this would be contrary to the inspector’s decision.**

- IV. **Reference:** 18/01436/FUL (validated: 26/03/2018)
Address: Residential Development Land Adj Willow Bank, Hengoed, Shropshire
Proposal: Erection of mixed residential development of 13No. dwellings (including 2No affordable); installation of package treatment drainage system; formation of vehicular access and estate roads (re-submission)

	<p>It was RESOLVED to MAKE A REPRESENTATION with the following comments:</p> <ul style="list-style-type: none"> • Water will be significantly increased by the new plans and the information in this application is based on old calculations. • The Parish Council are unable to give it sufficient consideration due to the inadequacy of the submitted drainage information and we respectfully request its re-submission for consideration at the next parish council meeting on 9th May. <p>V. Reference: 18/01491/FUL (validated: 29/03/2018) Address: 4 Pantglas, Oswestry, Shropshire, SY10 7HS Proposal: Erection of garage with first floor study over following removal of existing shed</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>c) Wat’s Meadow – Consider information from Shropshire Council regarding the legal position for enforcing the 106 agreement. It was NOTED that no update had been received from Shropshire Council and no clarification has been provided regarding the legal position for enforcing the 106 agreement.</p>
818	<p>Gobowen and Selattyn Floral Display – Approve the quote to supply and plant up the summer and winter plants in the planters in Gobowen and Selattyn.</p> <p>It was RESOLVED to approve the quote from Derwen College to supply and plant up the summer and winter plants in Gobowen and Selattyn.</p>
819	<p>Parish Matters - Health and Safety Concerns</p> <p>a) The derelict site on Whittington Road – Discuss. It was RESOLVED to bring this matter to the attention of Shropshire Council.</p> <p>b) Illegal use/application of pesticides – Discuss and consider reporting to the HSE. It was RESOLVED to note the information and advise individuals to report the matter to the Environment Agency and HSE.</p> <p>21.00 – It was RESOLVED to suspend standing orders for 10 minutes</p> <p>21.02 - Cllr Keeling left the meeting</p>
820	<p>Consultations</p> <p>a) Shropshire Council Gambling Act Policy Consultation – Consider a response http://shropshire.gov.uk/get-involved/shropshire-council-gambling-act-policy-consultation/</p> <p>It was RESOLVED not to comment on this consultation.</p> <p>a) Review of Local Government Ethical Standards: Survey of Councils – Consider a response https://www.surveymonkey.co.uk/r/BKW3H6Y</p> <p>It was RESOLVED to respond to the survey giving examples and providing details on the council’s views regarding the structures, processes and practices currently in place.</p>
821	<p>Gobowen Pavilion and Playing Fields</p> <p>a) Invitation to Tender – Community Equipment Library – Consider. It was RESOLVED that this was not applicable to the Parish Council.</p> <p>b) Booking forms received for events – Discuss. It was RESOLVED that when booking forms are submitted for events requesting use of both the playing field and pavilion, the Clerk liaise with the Chairman and Vice Chairman of the Amenities and Services Committee before confirming the booking. A meeting of the Amenities and Services Committee may be called to discuss the application, at the Chairman’s discretion.</p> <p>c) Non-Domestic Rates 2018/2019 – To note. RESOLVED to note that no payments are due during 2018/19.</p> <p>d) Contract for Services – To note. It was NOTED that the Pavilion Contract for Services had been signed</p>

	by the Contractor and Cllr Crow (Chair of the Amenities and Services Committee)
822	<p>GDPR and Data Protection It was RESOLVED to defer this item and call an ExtraOrdinary meeting of the council on Thursday 26th April when this item will be considered.</p> <ul style="list-style-type: none"> a) Receive a report from the GDPR Working Group and Consider Recommendations. b) Sign off the Data Protection Impact Assessment and Agree DPO Recommendations c) Adopt the Document Retention Policy d) Adopt the Privacy Policy e) Approve the letter to Gobowen Allotment Society regarding data.
823	<p>Silent Soldier Campaign – Consider purchasing a display</p> <p>The Silent Soldier Campaign was discussed and it was RESOLVED to defer this item to the Extra Ordinary meeting on 26th April.</p>
824	<p>Committees</p> <ul style="list-style-type: none"> a) Finance and Executive Committee – Note the draft minutes and agree recommendations from the meeting held on 04.04.18 <ul style="list-style-type: none"> I. Accounting Procedures Risk Assessment, Risk Management and Asset Inspection Schedule – Agree the committee’s recommendation to adopt for 2018/19 II. Training Agreement – Agree the committee’s recommendation to adopt as part of the Training Policy b) Amenities and Services Committee – Note the draft minutes and agree recommendations from the meeting held on 04.04.18 <ul style="list-style-type: none"> I. Meadow Area on Gobowen Playing Field – Agree the committee’s recommendation to run a small trial over the summer and to cover the cost of the seeds. <p>It was RESOLVED to NOTE the draft minutes and APPROVE the committee recommendations.</p>
825	<p>Correspondence forwarded to Councillors for consideration and information</p> <ul style="list-style-type: none"> a) To note the attached appendix of items which have been circulated and hard copies to be presented at the meeting <p>RESOLVED to note.</p>
826	<p>Date of next meeting - To note date, time and location – The next Ordinary meeting of the council will be Wednesday 9th May, 7.00pm, Gobowen Pavilion.</p>
827	<p>Future Agenda Items Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</p> <ul style="list-style-type: none"> • Cllr West-Wynn reported that his work circumstances have changed and as a result he will be withdrawing his nomination for Chairman at the Annual Meeting of the Council. • Lack of available parking in Gobowen – It was RESOLVED that this be put on a future A&S Committee Agenda.

Meeting closed: 21.15