

Selattyn and Gobowen Parish Council

Minutes of a meeting of the Parish Council on Wednesday 13th June 2018 at Selattyn School, Selattyn at 7.00pm

In the Chair – Cllr Macey

Present: Councillors: S West-Wynn, R Macey, M McKenna, T Bird, D Lloyd, C Emery, S Westwood Bate, N Harness, H Ellis (joined the meeting late).

Also present: CSO Roberts, Shropshire Councillor Mark Jones, 6 members of the Public

864	<p>To receive apologies and reasons for absence</p> <p>Apologies for absence were received from Cllrs: Crow, Broom, Whitelaw, Morgan.</p> <p>Absent: Cllrs Ellis, Britner</p>
865	<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 McKenna declared an interest in item 872b) Quotes for the required work to the Playing Field Tree.</p> <p>b) To consider any applications for dispensation. None received.</p>
866	<p>a) To confirm the Minutes of the Full Council Meeting held on 09.05.18 and the Extra Ordinary Meeting of the Full Council held on 16.05.18.</p> <p>Cllr McKenna and Emery proposed amends to item 844f page 352 regarding councillor consent. Cllr McKenna gives consent for photos to be in the public domain and Cllr Emery gives consent for all – photos, telephone and email address to be in the public domain.</p> <p>Prosper: Cllr Lloyd Secunder: Cllr West-Wynn</p> <p>It was RESOLVED to accept these amends and It was FURTHER RESOLVED to confirm the minutes of the full council meeting held on 09.05.18 and the Extra Ordinary meeting held on 16.05.18. The minutes were signed as a true record.</p> <p>b) To note and ratify the Minutes of the Finance and Executive Committee Meeting held on 07.06.18 to agree and set the process for recruiting for the position of Clerk/RFO.</p> <p>Proposer: Cllr Lloyd Secunder: Cllr Bird</p> <p>It was RESOLVED to note the minutes of the Finance and Executive Committee and ratify the decisions made by the committee regarding the process for recruiting a new clerk.</p>
867	<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>

- A Representative of Oswestry Town Museum provided information on the innovative project that has just started with Gobowen Central displaying the heritage and history of Gobowen. This is the inaugural display cabinet and something that they will be looking to roll out across the County. It has already attracted media attention from the press and radio.
- Speeding issues on old Whittington road and the Wat's Meadow Roundabout as well as visibility issues caused by the overgrown Roundabout in Gobowen.
- 18/02285/FUL – Concerns regarding the congestion the extra cars will create in the village. The overspill parking is already a cause for concern, narrowing access for emergency vehicles. The extra cars will cause a serious problem. Residents echo the concerns raised by Highways.
- Although residents are pleased to have a thriving village pub – parking is haphazard. The plot to be taken from the car park is a very small plot and concerns were raised about whether the measurements which have been used to calculate the loss of 1 parking space are accurate. Better signage for the car park is required and must be controlled. Access for emergency services is a serious problem – the parking is so bad it makes it impossible for a safe passage way.

868

Reports

- a) **Progress Report** – To consider the Clerk's progress report which includes an update on the progress of GDPR compliance and the Data Protection Impact Assessment. It was **RESOLVED** to note the Clerk's Progress Report and the update provided on the progress made to implement items on the Data Protection Impact Assessment. The following items were raised on the Progress Report and **AGREED**:
- To send a thank you letter to Derwen College for the floral display
 - To send a thank you and best wishes letter to the Head of Gobowen
- b) **Shropshire Council** - To receive reports from Shropshire Council elected councillors.
- Cllr Macey reported on the following:**
- LJC Public Meeting – 2nd July, Village Institute Weston Rhyn, 7pm. A presentation from Future Fit will be delivered (TBC).
- Cllr Jones reported on the following:**
- The Council is slowly getting on top of pot hole situation
- c) **Other Reports** – To receive reports from councillors attending meetings, training sessions and site visits on behalf of the parish council.
- Cllr McKenna reported that the tap at the Cemetery has now been fixed and the leak at the Pavilion has been sorted. BYCCCG – Tree falls. Coppice will be due to receive tree professional visit in 2019. Strong winds are likely to bring down more trees because the ground remains very wet and soft for tree roots (re bungalows). Most trees are however on the County side of the ditch. P3 - Complaint received about overgrown state of public footpaths (and Gobowen roundabout) and dangerous FP alongside River Perry. Latter is being looked into by Shropshire C Outdoors. Due to tackle FP in Gobowen on 15 June. **RESOLVED** to note.
- d) **Police report** – To receive the police report and note the CCTV report. This item was dealt ahead of 868a)
- CSO Roberts was asked about speed monitoring in Hengoed and the outcome of this. The council have previously been informed that no issue was found as a result of the monitoring but recent complaints from residents have been received, raising concerns about the current speed of traffic through Upper Hengoed.
- Concerns about Scams and Cyber Crime was raised, and it was reported that a session was due to be delivered shortly in Gobowen Central.
- Community Speedwatch Schemes – need 6 volunteers to set up a scheme. It was **AGREED** to send PC Le'Clere an email to express an interest.
- It was **RESOLVED** to note the Verbal Police Report and the written report submitted prior to the meeting. It was **FURTHER RESOLVED** that the police supply accident figures to further strengthen the parish council's road safety concerns submission to Shropshire Council.

Financial Matters

a) – c) Approved on block

Proposer: Cllr West-Wynn

Seconder: Cllr Bird

- 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. It was **AGREED** that as there were only 2 signatories present at the meeting Cllr Harness could sign cheque number 300775.
- c) **Income** -To note income received since the last meeting and receive a report on outstanding income. **RESOLVED** to note.

BACS/Chq Payments made before 13.06.18					Act
Chq / BACS	Supplier	Net	Vat	Gross	
BACSCM53	RJAH - April Meals	330.00	66.00	396.00	
DD	Water Plus - Pavilion Water 6th Feb - 21st May	28.75	0.00	28.75	
	Total	358.75	66.00	424.75	
Current Account Cheque Payments					
Chq	Supplier	Net	Vat	Gross	
300773	HMRC Inland Revenue Payments (Clerk NI & Tax) + PC NI contribution (102.31)	282.27	0.00	282.27	LGA 1972 s.112(2)
300774	Cllr Expenses - Cllr McKenna - Mileage to Cemetery Training in Wem	17.10	0.00	17.10	LG(FP)A 1963 s.5
300775	Cllr Expenses - Cllr Harness - Mileage to Cllr Training - Shirehall	22.50	0.00	22.50	LG(FP)A 1963 s.5
300776	Cllr Expenses - Cllr Bird - Mileage to Cllr Training - Shirehall	22.50	0.00	22.50	LG(FP)A 1963 s.5
300777	Gobowen Allotment Society - Annual Admin Contribution	50.00	0.00	50.00	SHAA 1908 s.26
	Total	394.37	0.00	394.37	
	Total cheques paid since last meeting	753.12	66.00	819.12	
BACS, Standing Orders and DD payments					
BACS No.					
BACS184	Highline Electrical - Streetlight repairs (87.50+VAT), Pavilion PAT Testing (10.00+VAT), Emergency Lighting and Fire Alarm H&S Checks (150.00+VAT)	247.00	49.50	297.00	PCA 1957 ss.3(1) & 7 / HA 1980 s.301 / OSA 1906 s.10 / LGA 1972 s.111
BACS185	Edge It Systems Ltd - AVAST Cloudcare Anti-Virus 1 year	15.00	3.00	18.00	LGA 1972 s.111
BACS186	Shropshire Union Canal Society - Annual Membership	25.00	0.00	25.00	LGA 1972 s.143

BACS187	Parish Clerk's Expenses (phone and broadband 21.00, mileage 55.80, Stamps 17.40, Refreshments for APM 5.15, Burial and Cemetery Law book 10.00, Facebook advertising Clerk Job 10.00, overtime - 5.25 hours to produce the roundabout (please refer to June payslip - £65.01 (after tax and NI)	184.36	0.00	184.36	LG(FP)A 1963 s 5
BACS188	Brewers June Invoice - Cleaning Bus Shelters (45.00), Litter Picks x 11 (110.00), Open and Lock Up Pavilion x 7.5 (75.00), Cut and Strim Rough Area on Playing Field x 3 (30.00), Cut and strim allotments x 3 (30.00) Pavilion Clean x 6.5 (65.00), Cleaning Benches x 16 (36.00), Tidy of rough area at bottom of the playing field (50.00), Removal of Ivy from Bus Shelter (15.00), Watering of plants in Gobowen x 5 (50.00), Extra charges for additional opening up and phone calls for issues (10.00), Cleaning products for Pavilion(4.00)	520.00	0.00	520.00	SC Maint. Fund HA 1980 s.96 LG (MP)A 1953 s.4 / PCA 1957 s.1; LGA 1972 s.111
BACS189	Imprint - Newsletter Printing - 1830 copies, 32 pages	603.00	0.00	603.00	LGA 1972 s.142 (1A)
BACS190	SALC - Fundamentals for Councillors 10th May x 2 cllrs Bird and Harness	50.00	0.00	50.00	LGA 1972 s.111
BACS191	DCK Accounting Solutions - Monthly Payroll Processing Fee	25.00	5.00	30.00	LGA 1972 s.111
BACS192	Shropshire Council - Grant to Gobowen Central - agreed under agenda item 869f	5000.00	0.00	5000.00	LGA 1972 s.137
DD	Pension Contribution (Employer 18.81, Staff 22.57)	41.38	0.00	41.38	LGPSR SI 2007/1166, LGPS SI 2008/238& 239
DD	BT Busines Bill - Pavilion Phoneline, Broadband (61.30 + VAT) and Mobile (£18.00 + VAT) - Now paid as a combined bill - monthly.	79.30	15.86	95.16	LGA 1972 s.111
BACS	Bank Charges 5th March - 3rd June	30.15	0.00	30.15	
DD	Veolia (payment taken on 28.06.17) - 2 lifts	28.98	5.80	34.78	LGA 1972 s.214(6)
DD	Npower - Pavilion Gas 28.02.18 - 31.05.18 (payment to be taken on 22.06.18)	74.25	3.71	77.96	LGA 1972 s.111
SO	Clerk's Salary - Month 3 (overt time paid with Expenses)	1175.83	0.00	1175.83	LGA 1972 s.112(2)
	TOTAL	8099.25	82.87	8182.62	
	Total outgoings for June	8852.37	148.87	9001.74	
Current Account Income					
Income banked in May after the May meeting					
145	Allotment Rents - Plots 14 (cash), 7, 5, 16, 10, 4	180.00	0.00	180.00	
145	WE Price - Advert in the Roundabout	50.00	10.00	60.00	

145	Curtis Crane Hire - Advert in the Roundabout	50.00	10.00	60.00		
145	Younger - Advert in the Roundabout	50.00	10.00	60.00		
145	Pavilion Hire - Football 5.5.18	45.00	0.00	45.00		
BACS	Bank Interest on HSBC BMM Account - paid 31.05.18	1.49	0.00	1.49		
BACS	Pavilion Hire - TNS Youth Club Feb and March	175.00	0.00	175.00		
BACS	David Davies - Advert in the roundabout	60.00	12.00	72.00		
BACS	Homefix Plumbing - Roundabout Advert	100.00	20.00	120.00		
BACS	Bradley - Roundabout advert	50.00	10.00	60.00		
BACS	Allotment Rents - Plots 2 and 11	60.00	0.00	60.00		
Income banked in June						
146	Allotment rent - Plots 17, 9, 24, 21, 25	150.00	0.00	150.00		
146	Severn Dee Travel - half page advert in roundabout	100.00	20.00	120.00		
146	Jones and Hughes - Additional inscription on plot 230	60.00	0.00	60.00		
146	3 Parishes Wildlife Group - Pavilion Hire 17.05.18	15.00	0.00	15.00		
147	ME and A Hughes - Additional inscription on plot 394	60.00	0.00	60.00		
147	ME and A Hughes - Additional inscription on plot 3237	60.00	0.00	60.00		
147	Jones and Hughes - New headstone plot 414	120.00	0.00	120.00		
	TOTAL INCOME	1386.49	92.00	1478.49		
Community Meals Account Payments						
	Supplier	Net	Vat	Gross		
BACSCM54	K Griffiths - Expenses May (mileage)	12.20	0.00	12.20		
300066	R A Opie - Refund for overpayment as meals cancelled at the beginning of May	13.33	2.67	16.00		
BACS	Bank Charges 5th March - 3rd June	19.80	0.00	19.80		
	TOTAL	45.33	2.67	48.00		
Community Meals Income						
000058	Direct Payment - June Meals Pierce	43.33	8.67	52.00		
000058	Community Meals income - May 2018	363.33	72.67	436.00		

BACS	Direct Payment - June meals Smithers	73.33	14.67	88.00	
	TOTAL INCOME	479.99	96.01	576.00	

It was **NOTED** that at the Extra Meeting on 16th May 2 x invoices to Water Plus were authorised for payment by DD. One for £113.39 (£147.11 - £33.72 credit on the account) and one for £124.66. A DD payment of £147.11 was taken on 18th May and no payment taken for the other invoice of £124.66. The 2nd invoice was assuming the 1st invoice was still outstanding so included the £113.39 outstanding balance along with the £11.27 charge for that period) and the payment taken on 18th May did not take into account the amount the account was in credit. To confirm - £147.11 was taken on 18th May and the account is now £22.45 in credit.

- d) **Roundabout Newsletter** – To note increase in pages for the Summer edition and to consider setting a limit on the number of pages sold for advertising based on income/expenditure breakdown presented by the Clerk. It was **NOTED** that the Chair had authorised the additional 4 pages for the Summer edition due to the recent increase in advertisers and the additional content including the Annual Report. It was **AGREED** that there needs to be a balance between advertising and editorial. The Clerk presented a report outlining the costings, advertising and the amount of income this currently generates and the staff time it takes to produce the newsletter. It was **RESOLVED** to continue to monitor the budget in relation to the newsletter to ensure that the expenditure does not exceed the income. It was **FURTHER RESOLVED** that the additional hours of overtime paid to produce the newsletter is something to discuss with the new Clerk. Other options for producing the newsletter also need to be explored by the council as outsourcing production is something to consider.
- e) **Streetlighting**
- I. Consider contractor quote to replace SG12 with an LED due to irreparable condition of the current light. It was **RESOLVED** to defer a decision on this until after the annual survey has been received and all lights graded as 4 and 5 will be considered for replacement as part of the survey works. It was **NOTED** that Cllr Crow currently has the Street Light file from the Clerk as it was agreed by the Amenities and Services Committee that Cllrs Crow and Emery would carry out a review of the streetlights and put together a strategy for the LED conversions.
 - II. Consider Annual Charge for Streetlight Electricity through the Streetlighting Joint Energy Agreement. It was **RESOLVED** to explore the alternative options and request further details from Shropshire Council about how the figures are calculated and how the increase from 2017/18 and 2018/19 has been calculated. It was **RESOLVED** to defer this matter to the July meeting when more information is available.

19.55 – Cllr Ellis joined the meeting.

- f) **Grants – Consider grant requests (S.137)**
- I. **Gobowen Central** – A discussion took place covering the arguments for and against funding the 3rd year of the project. The benefits to the community and the range of services offered at the hub were noted and concerns regarding the long-term sustainability were raised.
Proposer: Cllr West-Wynn
Seconder: Cllr Lloyd
Votes: 7 in favour (passed) – Cllrs Macey, Lloyd, McKenna, West Wynn, Ellis, Brid, Harness.
Against: 0
Abstained: Cllrs Emery and Westwood Bate
It was **RESOLVED** to make the **£5000.00** grant (s.137) **(BACS192)** to fund the 3rd year

(2018/19) and quarterly reports must be submitted as a stipulation of the grant. It was **FURTHER RESOLVED** that a critical review be carried out in time for the 2018/19 budget discussions which commence in October. The council **AGREED** to give further consideration to setting a criteria, that the project must meet as part of this critical review, to secure any further future funding from the Parish Council and that the Council take up the opportunity to meet with members of the Strategic Partnership.

20.18 - Shropshire Councillor Mark Jones left the meeting

- II. **TNS (Youth Activities)** – Councillor Macey updated councillors on the current picture regarding youth funding in the county and it was **NOTED** that a change in providers will result in an increase in costs to deliver the sessions - Attendance at Gobowen Youth Club is good. It was also **NOTED** that no recent information on the current funding picture has been provided by TNS. It was **RESOLVED** that they be asked to re-apply with updated information about the levels of funding they have already successfully secured and what the shortfall is. It was **FURTHER RESOLVED** that this be deferred to a future meeting when the information is available.

870

Planning Items

a) Planning Decisions – To note

- I. **Reference:** 18/01631/VAR (validated: 09/04/2018)
Address: Derwen College , Whittington Road, Gobowen, SY11 3JA
Proposal: Variation of Condition No.2 (approved plans) attached to permission 17/04387/FUL dated 06/11/2017
Decision: Grant Permission

RESOLVED to note.

Cllr Ellis declared interests in the following items – Planning 870v) 18/02381/FUL, 870vi) 18/02382/FUL and 878a) Acquisition of Allotment Land. Cllr Ellis left the room and did not take part in discussions or the decision.

b) Planning applications for consideration

- I. **Reference:** 18/02123/REM (validated: 10/05/2018)
Address: Proposed Residential Development Adj Henlle Park Golf Club, Chirk Road, Gobowen, Shropshire
Proposal: Approval of reserved matters (access, appearance, landscaping, layout, scale) pursuant to 13/02467/OUT for the erection of six detached dwellings with detached double garages; formation of vehicular access with visibility splay and estate roads; landscaping scheme

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

- The site extends the north western development boundary for the village as such its location and topography make this a 'gateway' site for the village.
- In terms of access the site sits at the beginning of Chirk Road which is currently listed as a road safety concern due to the speed of traffic entering the village and passing the Primary School located on this road. The adjacent junction has also been the site of a fatal road traffic accident.
- This site will add another entrance onto this road and generate its own traffic in addition to that exiting from the A5 trunk road which sees substantial use. It would in this case seem to be imperative that the access to this should include an enhanced speed reduction scheme.
- In terms of site design and layout it is a site which is on a raised topography in comparison with the wider neighbouring properties. This means that despite the planned screening including within the plan these will be high visibility high profile properties. With this in mind we would ask that properties are located as near to south of the site as possible to reduce impact on the skyline.

- The design of the properties indicated fails to take into account the properties within the vicinity in terms of character and setting. We would ask that these are revised to better reflect the local design language and character of the local area, it is desirable for these prominent dwellings to exhibit distinctive visual character.

II. Reference: 18/02285/OUT (validated: 22/05/2018)

Address: Proposed Dwelling To The East Of, Church Lane, Selattyn, Shropshire

Proposal: Outline application for residential development to include access.

It was RESOLVED to OBJECT with the following comments:

- Given the outstanding permissions and business plans, the parish council supports the business but has serious concerns about the parking and a reduction in parking spaces will further add to the issues as noted in the highways comments.
- NPPF stipulates that a development must not leave a place worse off for inhabitants and it is the view of the Parish Council that this would leave inhabitants worse off if the development was to go ahead.

III. Reference: 18/01404/FUL (**RECONSULTATION DUE TO AMENDMENTS**)

Proposal: Erection of first floor extension to rear elevation

Address: 59 West Place, Gobowen, SY11 3NS

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

- The Parish Council note the amendments and find these to be acceptable.

IV. Reference: 18/02422/VAR

Proposal: Variation of Condition No.3 (mast removal) attached to permission 17/04109/VAR dated 12/10/2017

Address: Solar Farm At, Rhosygadfa, Gobowen, Shropshire

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

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

Cllr Ellis left the room for V and VI and did not take part in discussions or the decision.

V. Reference: 18/02381/FUL (validated: 05/06/2018)

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

Proposal: Erection of cubicle building and silage clamp; alterations to existing access

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

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

VI. Reference: 18/02382/FUL (validated: 05/06/2018)

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

Proposal: Construction of proposed milking parlour and slurry lagoon

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

- The Parish Council have no comments to make on this application, providing it meets the standards of all other statutory consultees.

871	<p>Silent Soldier – Approve location (site adjacent to the David Lloyd Carriage) and agree purchase</p> <p>It was RESOLVED to approve the location and purchase the Silent Soldier. It was FURTHER RESOLVED to request that it be delivered to GAIP if they are in agreement and ask if they have anyone who can support with installation.</p>
872	<p>Pavilion and Playing Fields</p> <p>a) River Perry – Note responses to Riparian Rights correspondence. RESOLVED to note.</p> <p>b) Trees – Consider quotes to remove the fallen trees. It was RESOLVED to approve the quote from Evolution Artech.</p> <p>21.00 – It was RESOLVED to Suspend standing orders</p> <p>c) Health and Safety – Receive an update from the Clerk on the Action Plan and ratify the work agreed by Committee Chairs to ensure compliance. RESOLVED to note the update and that the Clerk present the updated Asset Inspection Schedule at the July Meeting for adoption.</p> <p>d) Youth Club – Consider request to extend hours and key holder request. It was RESOLVED to give them a middle key to the Pavilion door so this means that they cannot access the Pavilion unless all three locks have been opened by the Caretaker but it does mean that they can secure the building if they go out onto the playing field during the session. It was FURTHER AGREED that if they cease to be a hirer the key must be returned and that if it is lost, it must be reported to the parish council immediately.</p>
873	<p>Selattyn Wall – Discuss current condition and agree to send a letter to Shropshire Council</p> <p>The Clerk reported that this matter has been followed up but the copy of the report has not been received. It was NOTED that the wall is rapidly deteriorating and RESOLVED that requests continue until a copy of the report is received. It was FURTHER RESOLVED to copy in the portfolio holder to all correspondence.</p>
874	<p>Consultations – Consider a response</p> <p>a) The Shropshire’s Great Outdoors 2018-28 strategy - https://shropshire.gov.uk/get-involved/shropshire-s-great-outdoors-2018-28/</p> <p>It was RESOLVED to defer to the July meeting.</p>
875	<p>Correspondence forwarded to Councillors for consideration and information</p> <p>a) To note the attached appendix of items which have been circulated and hard copies to be shared at the meeting. RESOLVED to note.</p>
876	<p>Meeting Dates – To note the date, time and location of the next meeting. The next meeting is Wednesday 11th July, 7.00, Gobowen, F&E and A&S Committees – 28th June.</p>
877	<p>Future Agenda Items</p> <p>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"> • Review of Road Safety Concerns and how issues could be addressed • Community Consultation
878	<p>Exclusion of press and public</p> <p><i>To resolve: That in accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involves the likely disclosure of confidential information.</i></p> <p>a) Acquisition of Allotment Land – To consider quotes and appoint a solicitor to act on the council’s behalf during the purchase. Cllr Ellis left the room. It was RESOLVED to obtain the seller’s solicitors and agents fees to be able to estimate the full cost of the purchase before progressing further.</p> <p>Cllr Ellis re-joined the meeting</p> <p>b) Planning Enforcement Matters and Correspondence. It was RESOLVED to submit a response to Shropshire Council (ref: Confidential Notes 13.06.18)</p>

	<p>c) Staffing Matters – The handover process was discussed and AGREED that Cllr Mckenna and Cllr Crow (if in agreement) will cover burials until a new clerk is recruited and that the safe and books to go into the Pavilion. It was NOTED that Chair and F&E committee looking at possibility of recruiting a Locum for July and August.</p>
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Meeting closed: 21.40

DRAFT