

Selattyn and Gobowen Parish Council

Minutes of the meeting of the Parish Council on Wednesday 13 November 2019 at the Pavilion, Gobowen at 7.00pm

In the Chair – Cllr Emery

Present: Councillors Bird, Broom, Clare, Crow, Ellis, Evans, McKenna, Morgan, Worthing

In attendance: J Morgan-Birtles (Clerk to the Council),

Also present: 8 members of the public

1100	<p>To receive apologies and reasons for absence</p> <p>Cllr Westwood Bate (business commitments) Cllr West Wynn (unwell) Cllr Harness (family bereavements) Resignation of Cllr Thomas (notices to be posted tomorrow) Cllr Macey hoped to attend but would be late due to Shropshire 2Council commitments.</p>
1101	<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 Crow Planning 1106 b)ii. Cllr Emery 1106 b) ii and b) iv.</p> <p>b) To consider any applications for dispensation None received</p>
1102	<p>a) To confirm the Minutes of the Full Council Meeting held on 09.10.19 Proposed: Cllr Morgan Second: Cllr McKenna It was RESOLVED to approve Minutes were signed by the Vice Chairman</p>
1103	<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>Graham Rogers, School Lane, Gobowen – reported on issues of speeding, attempted abduction of child. Suggestion of speed cameras and reduction of speed limit to 10mph (no footpath), cars with idling engines outside school, cars with blacked out windows preventing all round vision. Speed limit sign too close to the beginning of the road, speed limit painted on road might be useful.</p>
1104	<p>Reports</p> <p>a) Progress Report – To consider the Clerk’s progress report.</p> <p>b) Shropshire Council - To receive reports from Shropshire Council elected councillors – none available at the meeting.</p> <p>c) Other Reports – To receive reports from councillors attending meetings, training sessions and site visits on behalf of the parish council. Cllr McKenna - visit to Selattyn Cemetery.</p> <p>d) Police report – To receive the police report. Chairman reported to the PCSO that there are problems with traffic and abusive behaviour on School Lane. The PCSO reported that the volume of traffic and pedestrians were causing a problem, speed cameras have been used further up to good effect. PCSO asked for local residents to pass on information (confidentially) about drug offences to the Police to prevent infiltration of ‘County-lines’ into the area.</p> <p>It was RESOLVED to note the reports.</p>

Financial Matters

- a) **Monthly statement - To approve** the monthly transaction lists and bank statements against bank reconciliation for October 2019. Front sheet for signature has been provided to financial signatories.
- b) **Payments - To approve** outstanding payments and payments made prior to the meeting.
- c) **Income -To note** income received since the last meeting and receive a report on outstanding income.
Financial matters: Proposed: Cllr Crow Second: Cllr Morgan
It was RESOLVED to APPROVE and NOTE accordingly. See Appendix A
- d) **RFO's recommendations re Ear-marked Reserves and General Reserves**
It was proposed by Cllr Morgan that the matter be sent to the next meeting of the F&E Committee (27 November 2019) Second: Cllr Bird
It was RESOLVED to send to the F&E Committee
- e) **Staff training - £70 (inc VAT) Clerks What to do and When - The Clerks Year training - Thursday 28th November 2019, 10am - 4pm in the Ludlow Room at Shirehall, Shrewsbury**
It was proposed by Cllr Crow that the Clerk should not attend this training course but the course be arranged for councillors of S&GPC and the Clerk, at Gobowen. Seconded by Cllr Clare – a vote was taken - not agreed
It was proposed by Cllr Morgan that the Clerk attend the training and investigate the possibility and cost of an in-depth councillor course to be held for S&GPC at Gobowen.
Second: Cllr **Broom**
It was RESOLVED to approve
- f) **Hengoed Cemetery** – It is recommended by both the Clerk and the CFO that a site visit to Hengoed Cemetery by Ron Dunn, Dunn & Co be arranged as soon as possible, following ongoing issues with drainage.
Following an email received from the Cemetery Expansion Working Party, Cllr Macey had sent a point of clarity that the remit of the new task group was to identify new sites for the expansion only.
It was proposed by Cllr McKenna that the recommendation should not be accepted.
Second: Cllr Crow
It was RESOLVED to reject the recommendation and to delay such a visit.
- g) **Playing Fields** - Purchase of signage for gates into Playing Fields re dogs – prices quoted in 2017 have been kept as. Cllr Broom proposed approach SCC in the first place and based on results of these inquiries purchase of the signs and removal of old signs. Seconded by Cllr Evans.
Resolved to APPROVE
- h) **Streetlighting** – Proposal by Cllr Emery for change to LED light heads (cream or white?) approx. £21k. Second: Cllr Crow
It was RESOLVED to APPROVE
The proposal to include in draft budgets a four-year programme of replacing concrete columns at £20k each year (total £80k) was passed to F&E.
- i) **Youth Club and Holiday provision** – request for funding support 2020/21
Gill Jones of TNSFCF was invited to address the meeting.
- j) **Draft budget 2020-21**
RESOLVED to Send to F&E and A&S for consideration.

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

- i. Reference: 19/03777/TPO (validated: 23/08/2019)
Address: Highfield Lodge, Silverways Drive, Gobowen, Oswestry, Shropshire, SY11 3QR
Proposal: Fell 1no Grey Poplar protected by The Council of the Borough of Oswestry (The Silverways, Gobowen) TPO 2005 (Ref: OS/00064/05) Decision: Grant Permission
- ii. Reference: 18/05484/FUL (validated: 02/01/2019)
Address: Derwen College , Whittington Road, Gobowen, SY11 3JA
Proposal: Formation of glamping/camping and touring caravan facility (Sui-Generis) including additional car parking & vehicle roadways Decision: Grant Permission
- iii. Reference: 19/00645/FUL (validated: 11/02/2019)
Address: Redundant Mill Building, Wern Mill, Selattyn, Shropshire
Proposal: Application under Section 73A of the Town and Country Planning Act 1990 for the conversion of redundant mill building to 1No residential unit and installation of septic tank
Decision: Grant Permission
- iv. Reference: 18/04299/FUL (validated: 17/09/2018)
Address: Grouse Lodge, Selattyn, Oswestry, Shropshire, SY10 7PB
Proposal: Part demolition of existing barns, erection of 2 storey replacement extension and modification of roof arrangements together with internal alterations Demolition of outbuildings.
Decision: Grant Permission

b) Planning applications for consideration

- ~~i. PLANNING REFERENCE: 19/04557/FUL
DEVELOPMENT PROPOSED: Erection of two storey side extension
LOCATION: Carlyn, St Martins Road, Gobowen, SY11 3PL, OS REFERENCE: 330411 - 333976
APPLICANT: Mr Martin Brown
View online: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PZ9WUKTDIJB00>~~
DUPLICATION BELOW
- ii. PLANNING REFERENCE: 19/04682/LBC
DEVELOPMENT PROPOSED: Installation of external air-source heat pump; replacement of rainwater pipes; external decoration scheme
LOCATION: Severn Dee Travel Ltd, Railway Booking Office, Building 2, Gobowen Station, Station Road, Gobowen. OS REFERENCE: 330301 - 333416
APPLICANT: Oswestry Station Building Trust
View online: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PZRR85TD06Z00>
RESOLVED TO: MAKE REPRESENTATION of NO COMMENT
CLlr Emery left the room
- iii. Reference: 19/04557/FUL (validated: 23/10/2019)
Proposal: Erection of two storey side extension
Address: Carlyn, St Martins Road, Gobowen, SY11 3PL
Applicant: Mr Martin Brown (School House, Pant Glas)
View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PZ9WUKTDIJB00>
RESOLVED TO: MAKE REPRESENTATION of NO COMMENT
- iv. Reference: 19/04678/FUL (validated: 01/11/2019)
Address: Proposed Barn Conversion At The Gyrn Farm, Gyrn Road, Selattyn, Shropshire
Proposal: Erection of a garage and all associated works

	<p>Applicant: Mr R Eccleston (The Gyrn Farm , Gyrn Road, Selattyn, Shropshire, SY10 7DL) View online at: http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PZRGMRDQ500</p> <p>RESOLVED TO: MAKE REPRESENTATION seeking clarification of intention to remove trees or cause damage to roots as these are in close proximity to the proposed buildings (garage).</p> <p>Cllr Emery returned to the room</p>
1107	<p>Correspondence forwarded to Councillors for consideration and information To note the appendix of items which have been circulated via email and Google Drive. Copies of list available at meeting.</p> <p>Response needed to Right Home Right Place offer of a meeting to discuss results of survey – only two councillors had responded to Clerk’s correspondence. Clerk has requested further dates from the officers.</p>
1108	<p>Road Safety – Traffic issues in and around Gobowen</p> <ul style="list-style-type: none"> a) Proposal for speed signs (vehicle activated), Quote A, B and C circulated It was RESOLVED to note b) Proposal for speed limits for Gobowen and District It was RESOLVED to ask the proposer to redo the maps for clarity before the committee meetings. c) School Lane – pedestrian safety – Comments from public session to be sent to Shropshire Cllrs – Clerk to action. d) Cycle route – Hengoed speed limits relate - matter to be brought back to a future agenda
1109	Maintenance grant information to note
1110	Street name for new development – South of Henry Robertson Drive, Gobowen. It was RESOLVED to put forward: Lovett
1111	<p>Green Agenda – 20th November 2019 Invitation to a series of short talks in an overall sustainability forum event titled <i>Operational Improvements Towards Zero Carbon.</i> Council Chamber, Shirehall</p> <p>Cllr Harness, Cllr McKenna and Cllr Morgan have expressed an interest in attending. Clerk to action booking.</p>
1112	<p>Parish Council Newsletter – proposal from Cllr Crow – circulated</p> <p>Cllr Crow proposes the establishment of a Roundabout Committee (2 councillors and 2 parishioners) to meet ... days prior to the magazine being sent to the printers. Cllr Crow also proposes a list of annual articles be agreed.</p> <p>The Clerk explained that changes to the magazine after it has been put together would cause an increase in workload for the staff. Submission of articles (from such a committee or councillors) would be most welcome prior to the closing date for articles and adverts.</p> <p>Suspension of Standing Orders</p> <p>Cllr Morgan seconded the annual list of articles and proposed encouragement of articles from grant recipients.</p>
1113	Gold Standard award – information was not available so matter to be moved to a further agenda

<p>1114</p>	<p>Future Agenda Items</p> <p>Each Councillors 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"> a) Future agenda items <ul style="list-style-type: none"> i. Cllr McKenna – Neighbourhood Plan – Cycle routes etc - January 2020 ii. Cllr Morgan – Public meeting pre budget – to explain the options on offer iii. Cllr Crow – ROSPA report – A&S Committee b) Articles for Roundabout magazine – Cllr McKenna to provide article on Armistice Day in Gobowen; Cllr Morgan to provide an article (subject to follow).
<p>1115</p>	<p>To note the date and place of next meeting. Wednesday 11 December 2019 at the Pavilion, Gobowen.</p>
<p>1116</p>	<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> <ul style="list-style-type: none"> A) Annual leave request – Parish Clerk – This was agreed. CFO request – this was agreed. B) Two extra days – dates to be agreed as per contracts of employment. It was agreed these two days would be between Christmas and New Year.

Meeting closed at 21:20

PAYMENTS MADE BEFORE THE NOVEMBER MEETING

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
163	Pavilion telephone	09/10/2019	1105b	Current Account	DD091019	Pavilion broadband	British Telecom	S	54.20	10.84	65.04
164	Pavilion water	10/10/2019	1105b	Current Account	DD101019	Pavilion Water	Water Plus	X	28.97	0.00	28.97
165	Pensions	11/10/2019	1105b	Current Account	DD111019	Pension Contribution (Employer)	NEST	X	37.00	0.00	37.00
166	Pensions	11/10/2019	1105b	Current Account	DD111019	Pension Contribution (Staff)	NEST	X	49.34	0.00	49.34
167	Refuse emptying	28/10/2019	1105b	Current Account	DD281019	Refuse emptying	Veolia ES	S	86.03	17.21	103.24
168	Staff Telephone costs	30/10/2019	1105b	Current Account	DD301019	Staff telephone	Vonage Limited	S	32.00	6.40	38.40
169	Bank Charges	31/10/2019	1105b	Current Account	DD311019	bank charges	Unity Trust Bank plc	X	8.10	0.00	8.10
170	Pensions	01/11/2019	1105b	Current Account	dd011119	Pension Contribution (Employer)	NEST	X	27.78	0.00	27.78
171	Pensions	01/11/2019	1105b	Current Account	DD011119	Pension Contribution (Staff)	NEST	X	37.04	0.00	37.04
Total									360.46	34.45	394.91

PAYMENTS TO BE AUTHORISED AT NOVEMBER MEETING

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT	Net	VAT	Total
172	Audit fees	12/11/2019	1105b)	Current Account	BACS	Audit fees	PKF Littlejohn	S	400.00	80.00	480.00
173	War Memorial Booklet	12/11/2019	1105b)	Current Account	BACS	War Memorial Booklet grant	Hengoed Shropshire Community	X	1,837.00	0.00	1,837.00
174	Payroll Services	12/11/2019	1105b)	Current Account	BACS131119	Payroll Services	DCK Accounting	S	25.00	5.00	30.00
175	Streetlighting	12/11/2019	1105b)	Current Account	BACS131119	Streetlight repair	Highline Electrical Ltd	S	295.50	59.10	354.60
176	Office Expenses	12/11/2019	1105b)	Current Account	BACS131119	Printer ink	Infotone Imaging	S	33.94	6.79	40.73
177	Office Expenses	12/11/2019	1105b)	Current Account	BACS131119	Stationary	Lyreco UK Ltd	S	89.31	17.86	107.17
178	Office Equipment	12/11/2019	1105b)	Current Account	BACS131119	Shredder	Lyreco UK Ltd	S	102.50	20.50	123.00
179	Streetlighting	12/11/2019	1105b)	Current Account	BACS131119	Streetlighting power	Shropshire Council	S	886.67	177.33	1,064.00
180	Parish Clerk salary	12/11/2019	1105b)	Current Account	BACS131119	Staff Salary	Parish Clerk	X	1,066.02	0.00	1,066.02
181	Cemetery & Facilities	12/11/2019	1105b)	Current Account	BACS131119	Staff Salary	Cemetery & Facilities	X	680.64	0.00	680.64
182	NI Payments	12/11/2019	1105b)	Current Account	BACS131119	PAYE & NI	HMRC	X	143.11	0.00	143.11
183	Pavilion management	12/11/2019	1105b)	Current Account	300833	Pavilion Management	Brewer, D	X	155.00	0.00	155.00
184	PF - Litter-picking	12/11/2019	1105b)	Current Account	300833	Litter picking	Brewer, D	X	150.00	0.00	150.00
185	PF - Other	12/11/2019	1105b)	Current Account	300833	Grasscutting - Rough Area	Brewer, D	X	20.00	0.00	20.00
186	Other	12/11/2019	1105b)	Current Account	300833	Allotment Path Cutting	Brewer, D	X	20.00	0.00	20.00
187	Bus shelter cleaning	12/11/2019	1105b)	Current Account	300833	bus shelter cleaning	Brewer, D	X	45.00	0.00	45.00

Account balance	£6,182.47	minus payments plus transferred funds	£5,471.29	Total	5,949.69	366.58	6,316.27
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Selattyn and Gobowen Parish Council
PAYMENTS LIST - Community Meals Nov 2019

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
188	Volunteer Expenses	12/11/2019	1105b)	Comm.Meals	BACS131119	Community Meals - Expenses	Community Meals	X	16.85	0.00	16.85
189	Meal payments	12/11/2019	1105b)	Comm.Meals	BACS131119	Community Meals - Expenses	RJAH Orthopaedic	S	100.00	20.00	120.00
Total									116.85	20.00	136.85

RECEIPTS LIST - Community Meals Nov 2019

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
85	Meal payments	08/10/2019		Comm.Meals	103221 103224	Community Meals - Income	K. Griffiths	S	133.33	26.67	160.00

Balance	7797.54	Less payments	£7,660.69	Total	133.33	26.67	160.00
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RECEIPTS LIST - CURRENT ACC. Before NOVEMBER MEETING

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT	Net	VAT	Total
86	Sale of plots	08/10/2019		Unity Trust	002917	Cemetery income	David Davies & Sons	X	1,200.00	0.00	1,200.00
87	Interment Charges	08/10/2019		Unity Trust	005723	Cemetery income	Aubery Kirkham	X	160.00	0.00	160.00
88	Interment Charges	08/10/2019		Unity Trust	104776	Cemetery income	W E Price, Funeral	X	310.00	0.00	310.00
89	Roundabout	17/10/2019		Unity Trust		Roundabout magazine	Cliff McDiarmid	S	50.00	10.00	60.00
90	Roundabout	25/10/2019		Unity Trust		Roundabout magazine	Derwen College	S	200.00	40.00	240.00
91	Interment Charges	22/10/2019		Unity Trust	104788	Cemetery income	W E Price, Funeral	X	160.00	0.00	160.00
Total									2,080.00	50.00	2,130.00