Minutes of the Parish Council meeting held on Wednesday 13th March 2024 at The Pavilion, Gobowen, commencing at 7pm

In the Chair: Cllr Morgan

Present: Clir Broom, Clir Clare, Clir Crow, Clir Dyke, Clir Emery, Clir Evans, Clir

Lander, Cllr McKenna, Cllr Macey, Cllr Martin, Cllr Mellor, Cllr Morris, Cllr

Westwood Bate.

In attendance: Mrs B Laraway (Parish Clerk and RFO)

3 members of the public

Apologies: Cllr Ellis

PCSO Hughes and PC Hogg, Oswestry Rural North SNT

Shropshire Cllr M Jones.

2063. To receive apologies and reasons for absence

Apologies were received from CIIr Ellis,

2064. Disclosable Pecuniary Interests

- **a.** Cllr Mckenna declared a pecuniary interest in Item 2068d(iv), and a personal (non-pecuniary) interest in item 2071b. Cllr Emery declared a personal (non-pecuniary) interest in Item 2071f. Cllr Crow declared a personal (non-pecuniary) interest in Item 2071e.
- **b.** There were no applications for dispensation

2065. Public Participation session

One member of the public spoke on the following subjects:

- Lack of feedback on any of the questions that are asked at the meetings.
- When the main road between the Wat's Meadow roundabout and the railway station will be resurfaced (Shropshire Council).
- Request for the litter bin by the shop in West Place to be moved and placed by the seat at the entrance to West Place.
- Request for additional litter bin on the B5069 to St Martins at the location of the small layby and seat just past the Gobowen village signs.
- Reason why litter picking isn't carried out between the A5 fiveways roundabout and Gobowen village (Shropshire Council).

2066. Minutes

a. RESOLVED: The minutes of the Full Council meeting held on 14 February 2024 were confirmed as a true record of the meeting and were duly signed.

2067. Reports - to consider

a. Parish Clerk's progress report (Appendix A)

The Clerk's written report was **NOTED**.

b. Shropshire Council elected Councillors (Appendix A)

Shropshire Councillors Robert Macey and Mark Jones provided a written report at the meeting. Councillor Robert Macey gave a verbal update on the implementation of the School Streets project in Gobowen.

Councillors asked questions about the following subjects:

- Proposed closure of two recycling centres as part of the cost saving exercise and concern about increase in flytipping.
- · Planning enforcement
- c. Police Report

The Police report was **NOTED**. There were no police representatives present.

d. Other reports (Appendix A)

Cllr McKenna had provided a written report about the Resilience and Emergency Planning. Cllr McKenna had attended a Meadows and Verges conference on 8th March and will provide a report for the next meeting.

2068. Financial matters

a. Monthly statement

RESOLVED: To note the bank reconciliation (Appendix B)

b. Payments

RESOLVED: To approve payments made during February and forthcoming for March. (Appendix B)

The Clerk asked the Council to approve a payment that had been received too late to include on the payments list. £574.74 +vat to Shropshire Council. The Clerk will add the payment to the list for the next Council meeting. **RESOLVED**: Approved.

c. Income

RESOLVED: To note income received in February (Appendix B)

- **d.** Expenditure **to approve**:
 - Streetlighting electricity Q4 23/24 £768.35 + vat

RESOLVED: Approved

Starboard Systems (Scribe accounts subscription 2024) £561.60 + vat ii.

RESOLVED: Approved

iii. Cllr Mellor Expenses (2 x paint tester pots) £9.60

RESOLVED: Approved

Cllr Mckenna travel to Emergency planning training 44 miles @ £0.45. £19.80 i۷.

RESOLVED: Approved

ORP Surveillance (CCTV Radio link repair) £1284 + vat (£300 from earmarked ٧.

reserves, £984 from general reserve).

RESOLVED: Approved

Clerk training – Crisis Communications for local councils £35 νi.

RESOLVED: Approved

Microsoft 365 licences (1 x Clerk; 15 x Cllr) 2024-25 £938.03+vat vii.

RESOLVED: Approved

e. Application for Credit Account for the Council at Morgans Decorators

RESOLVED: To authorise the Clerk to apply for a Credit Account for the Council at Morgans Decorators. The representatives nominated to sign for goods were the Clerk and Cllr Mellor.

f. Working from home allowance

RESOLVED: To set up a monthly standing order for £26 from 1 April 2024 for the Clerk's working from home allowance in accordance with the 2024/25 budget.

2069. Correspondence

a. Information circulated by email to note

NOTED

b. NALC Briefing L02-23 Power to fund works to property relating to affairs of the church or held for ecclesiastical charity **to note**

NOTED

c. Severn Rivers Trust – **to consider** any involvement with the Severn Spring Clean 15th to 31st March 2024.

RESOLVED: Not to get involved as a Parish Council due to insufficient time before the event.

2070. 2023 Grants – to consider feedback reports from grant recipients

The feedback reports from the grant recipients listed were **NOTED**. There were no questions about the reports received.

- Friends of Gobowen School
- The New Saints FC Community Foundation
- Selattyn and District Produce and Craft Show (updated report)

2071. Parish Grant Applications to consider. Budget available £3750.

a. 1st Gobowen Scout Group (£450)

RESOLVED: To award £375.

b. Bryn Y Castell Coppice Conservation Group (£175)

RESOLVED: To award £175

c. Crane Counselling (£500)

RESOLVED: To award £100

d. Friends of Gobowen School (£500)

RESOLVED: To award £500 paid from the Roundabout Community Fund.

e. Gobowen Allotment Society (£100)

RESOLVED: To award £100 paid from the Allotment Maintenance budget for 2023/24.

f. Gobowen Community Group (£1000)

RESOLVED: To award £1000 paid from the Three Parishes Big Local legacy fund earmarked reserve.

g. Gobowen Craft Group (£2112)

RESOLVED: To award £1000 paid from the Three Parishes Big Local legacy fund reserve.

h. Hengoed Community Group (£500)

RESOLVED: To award £500 paid from the Three Parishes Big Local legacy fund reserve.

i. Meadowbrook Court Residents Association (£250)

RESOLVED: Not to award a grant

j. Selattyn CE Primary School (£1000)

RESOLVED: To award £1000

k. Selattyn Show (£100)

RESOLVED: To award £100. The Clerk was asked to write to the show committee and ask that they retain sufficient funds for all the costs of the following year's show before donating any proceeds to charity.

I. The New Saints FC Foundation (£2100 + Pavilion use)

RESOLVED: To award £2100 plus free use of the Pavilion for Youth Café sessions and Holiday activity sessions as specified in the application.

Total Parish Grants awarded £3850 using £3750 Parish Grant budget and £100 General Reserves.

Total Grants from Three Parishes Big Local Legacy Fund reserve £2500.

2072. Churchyard Maintenance Grant applications to consider. Budget available £1000.

a. All Saints' Church (£600)

RESOLVED: To award £300

b. Preeshenlle URC (£300)

RESOLVED: To award £150

c. Selattyn Burial Ground (£500)

RESOLVED: To award £500

d. St Mary's Church (£400)

RESOLVED: To award £200

Total Churchyard Maintenance Grants awarded £1150 using £1000 Churchyard Maintenance Grant budget and £150 General Reserves

2073. Roundabout Community Fund applications to consider. Budget available £5193

a. Gobowen Foodbank (£1000)

RESOLVED: To award £1000

b. Selattyn CE School (£500)

RESOLVED: Not to award a grant.

c. The New Saints FC Foundation (£300)

RESOLVED: To award £300

Total Roundabout Community Grants awarded £1800 (includes 2071d)

2074. Motions

a. To proceed with the purchase and installation of two Vehicle Activated Speed Signs on Chirk Road (Cllr Emery)

The Clerk advised the Council that, in accordance with the National Association of Local Council's advice issued in Legal Topic Note 13 dated 2 December 2022, a Parish Council does not have a legal power to purchase and install Vehicle Activated Speed signs.

RESOLVED: Not to proceed with the purchase and installation directly by the Parish Council and to continue to wait for Shropshire Council's policy and process to be published.

2075. Pavement Clearance works

To receive update report and **to consider** proceeding with the contract to complete the pavement siding out works on the B5069 between Gobowen and St Martins.

Cllr Macey reported that Shropshire Council's Highways Department plan to carry out the works within the next two months.

RESOLVED: Not to proceed with the contract with Evans Construction.

RESOLVED: To pay the £856.55 +vat contract exit fee and to request that the contractor agree to fix the contract price for the next 6 months to give the Parish Council an option to proceed in the event that the work is not carried out by Shropshire Council.

The use of the Environmental Maintenance Grant and the expenditure report was discussed.

RESOLVED: To allocate the grant to expenditure on qualifying grass cutting and the tree planting project. The balance will have to be returned to Shropshire Council.

2076. Local Policing Charter – to review top 3 parish priorities

RESOLVED: Not to submit a response as no feedback has been received on the top 3 parish priorities identified for the last submission..

2077. Annual Parish Meeting – to confirm date and discuss arrangements

The date was set as 22nd May 2024, to be held at Gobowen Pavilion. The Clerk was asked to invite all grant recipients to attend and report on the funding they have received. The Clerk was asked to invite the leader of Shropshire Council, Lezley Picton, to speak at the meeting.

2078. Shropshire Council consultation - Dog Fouling and Stray Dogs: Public Space Protection Order

RESOLVED: To agree and submit the draft response. The Clerk was asked to find out if Shropshire Council plan to employ additional dog wardens to enforce the Order.

2079. 2024/25 Parish Roundabout

Anonymised quotes from two suppliers were considered by the Council, along with paper samples.

RESOLVED: To select Supplier A, Printing Solutions Chirk, to print the next 4 editions of the Parish Roundabout magazine. Full colour printing on 120gsm uncoated paper.

2080. Pant Glas Noticeboard

RESOLVED: To agree refurbishment materials costs estimate £50

Cllr Lander was thanked for his work on the noticeboard.

2081. Pavilion

a. Pavilion energy contracts -to consider quotes for early renewal of contracts.

RESOLVED: Not to renew the contracts and to review prices again in a year.

b. To consider Asbestos Management survey quote

RESOLVED: To agree the quote of £625 +vat for an Asbestos Management survey of the entire building and a refurbishment survey of the main hall and kitchen flooring. Cllr Mellor and Cllr Evans volunteered to attend the survey.

RESOLVED: To suspend Standing Order 3x to allow the business of the meeting to be concluded.

2082. Policies

a. To consider the draft Council Computer Equipment and Device policy

RESOLVED: To agree the policy.

2083. Volunteers Week 1st - 7 June 2024

To discuss and agree arrangements for Volunteers week event.

RESOLVED: To hold a coffee morning on Saturday 1st June 11am – 12:30pm at the Pavilion for volunteers.

2084. Planning applications to consider

a. Reference: 24/00714/FUL

Address: 39 Rhewl Lane, Gobowen, SY10 7XA. **Proposal**: Single storey rear and side extension.

RESOLVED: To make no comment.

2085. Planning applications for information only

a. Reference: <u>24/00787/VAR</u>

Address: Land South Fernhill Lane Gobowen Oswestry Shropshire SY11 3PP. **Proposal**: Modification of s106 Agreement dated 15th January 2015 attached to

Planning Permission 14/02792/OUT.

The Planning Application was **NOTED**.

2086. Planning appeal – to consider any written representation

b. Planning Reference: <u>23/02473/FUL</u> Appeal Reference: <u>24/03232/REF</u>

Address: Proposed Stables and Premises North of Hengoed, Shropshire.

Proposal: Erection of stables, tackroom and foodstore, manege, yard and access.

RESOLVED: To make the following representation:

- There is insufficient turning space included in the development
- There is insufficient information concerning the cesspit mentioned in the application.

2087. Planning decisions - to note

a. Reference: 23/03778/FUL

Address: No 3 Oakhurst Cottages, Oakhurst Road, Oswestry, SY10 7BY **Proposal**: Reopening of previously closed off vehicular access to serve single

dwelling known as The Lodge, 3 Oakhurst Cottages.

Decision: Grant Permission

b. Reference: 23/04790/VAR

Address: Land off Southlands Avenue, Gobowen.

Proposal: Variation of condition no.1 (approved drawings) no.11 (hard boundary treatments) attached to planning permission ref 22/05128/VAR (original approval:

22/00201/FUL).

Decision: Grant Permission

The Planning decisions were **NOTED**.

2088. Future agenda items

Mirror opposite allotments entrance (Cllr Westwood Bate)

2089. Future meetings - Next meeting:10th April 2024.

2090. Closed Session

RESOLVED: 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.

2091. CCTV maintenance – to consider quote for repair to CCTV camera.

RESOLVED: To agree the quote for repair to a CCTV camera.

2092. Staff matters – to consider request to carry 2 days annual leave forward to 2024/25.

RESOLVED: To agree the Clerk's request to carry forward 2 days annual leave to 2024/25.

Meeting closed 21:12

Appendix A Clerk's report

The Clerk's priorities and workload were reviewed at the Finance & Executive committee meeting held on 17th January and new priorities agreed. The updates below reflect the new priorities.

In hand projects

Project	Update since last meeting
Chirk Road Vehicle Activated Signs (VAS)	Clerk has been contacted by Shropshire Council's Officer. Still awaiting prices and legal agreement to be finalised. No indication of when this will be progressed.
Maintenance contract tenders	Maintenance contracts have been issued and signed by contractors
Playing field fence	Order has been sent to supplier
Devices for Councillors	Order has been sent to supplier

Priority Projects

Project / Task	Update since last meeting				
Parish Council website	½ day spent on 1 st March to complete 3 further pages. Just over 50% complete				
Health and Safety Policy	No progress since 17 th January.				
Digitising Cemetery Records	One to two hours per week were agreed and are being spent updating digital records that are not straightforward. 413 burials (out of 708) have now got the basic information checked and updated by Cllr Dyke.				

1. Correspondence from residents

The Clerk has dealt with correspondence from residents and agencies on the following matters:

- No availability of appropriately sized social housing in Gobowen or in the area (1 bed accommodation)
- Request for support a vulnerable resident
- Delay in the streetlight on Old Chirk Road being repaired (Highline are waiting for parts to be replaced under warranty)
- Mud on Ebnal lane

2. Community Payback Team

At the February Council meeting, a member of the public asked if the Community Payback team can carry out the litter picking on the main roads. The Clerk has checked the protocol - jobs are assessed on an individual basis. The Council would need to provide a brief of the work that is required and its location, and the suitability of the work will then be assessed by the Probation Service. Should the Council wish to proceed with this, it can be included on an agenda to agree the details to send to the Probation service.

3. Cemetery

The Clerk received a phone call from a distressed family member who had recently visited their family member's grave at the Cemetery. They had found that their memorial bench at the Cemetery was covered in very muddy footprints in adult and child sizes, and paw prints. They requested that a sign be put up asking visitors not to stand on benches.

The Clerk will include an item in the next Parish Roundabout magazine.

4. Pant Glas Noticeboard

Cllr Lander has taken the noticeboard down as agreed at February's Council meeting. Cllr Lander considers that the noticeboard can be repaired and re-instated and is willing to put notices up in the noticeboard. The cost of replacement posts, backboard and perspex is estimated to be in the region of £50. This cost is on the agenda for this meeting.

Shropshire Councillors report

County-wide:

Medium Term Financial Strategy and Budget

At the end of February council approved the Medium-Term Financial Strategy and 2024/25 budget. Over 1,000 public responses had been received and considered during the consultation. Continued social care demand and inflation continue to apply pressure to the council's budget. The council continues to focus on protecting vulnerable people and providing services but does need to deliver £62 million of savings in the 2024/25 financial year.

Shropshire Council Housing List

There will be a pause on new applications to the housing waiting list where a statutory housing duty or priority housing need does not exist. This is necessary as the choice-based system allows anyone with a housing aspiration rather than identified housing need to register. This will be for up to an initial 12-month period to allow local housing providers to focus on housing those with the highest priority need. There will be an element of discretion and of course those identified as having a statutory or priority need will still be supported.

Local:

Shropshire Town and Rural Housing

As the largest social housing provider in our area (managing Shropshire Council's housing stock), a recent pilot inspection by the Regulator of Social Housing awarded STAR the highest possible grade for customer engagement.

Gobowen Library

If you have not yet had a chance to welcome our new librarian, then please drop in to meet him. He is incredibly keen and already has some new initiatives such as a Lego club coming forward and is keen to hear from the local community.

Wats Meadow

Officers have confirmed the second parcel of land has not yet transferred to council ownership, not for a lack of trying as reported previously. Robert is in discussion about a way forward and will liaise with Cllr Evans as previously discussed.

Obviously, there are several other local issues we are dealing with on an ongoing basis

Appendix A Other reports

RESILIENCE & EMERGENCY PLANNING

During recent weeks, 3 Cllrs and the Clerk attended a Resilience and Emergency Planning forum, set-up by Shropshire Council, to explain a programme instituted by the Government Department of Levelling Up. The Programme, supported by the Environment Agency and others, aims to lead in making communities better prepared for unforeseen events, natural, climatic or man-made. That would include increasing awareness of potential emergencies, preparing, responding and also recovering from them

Alongside stretched emergency services and experiences during recent climatic events, it is clear that local communities also have their own specific areas of vulnerability. Apart from flooding and high winds for example, a mainline railway and a trunk road are possible locations for major events in our Parish.

In the last century, with the experience of enduring World War and rationing, the population generally developed a measure of resilience and ability to respond to events. Today, many people are understandably dependent on the public and emergency services to rescue them and see them through (after all, they pay for them). Meanwhile, an easier lifestyle, with greater automation, IT dependency and individual longevity, have increased the general vulnerability of the population in a more dangerous and ever-changing world.

In Australia for example, people are expected to be prepared to survive without outside support for 7 days (previously 3). Sweden issues leaflets to citizens on how to survive for 7 days without access to shops to buy food. In the US, Community Emergency Response Teams are nominated.

A Parish Council would necessarily have to take a lead in making residents aware, to establish the facts on the ground (hazards, risks, assets, volunteers) to decide priorities and ultimately to formulate a plan (EP). Recent events: flooding, road traffic diversion, damage to communications infrastructure and social factors: food banks, ambulance accessibility are all relevant to the discussion.

The establishment of a working group (WG) would enable the Parish Council to consider implications and take that discussion forward.

Cllrs M McKenna, I Lander, S Westwood-Bate

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Appendix B Financial Matters

Bank reconciliation

	Bank Reconciliation at 01/03	/2024		
	Cash in Hand 01/04/2023			364,128.49
	ADD Receipts 01/04/2023 - 01/03/2024			190,836.34
	OUDTDAGT			554,964.83
	SUBTRACT Payments 01/04/2023 - 01/03/2024		134,715.37	
A	Cash in Hand 01/03/2024 (per Cash Book)			420,249.46
	Cash in hand per Bank Statements			
	Petty Cash Unity Trust Current Account Unity Trust Deposit Account Nationwide Busines 95 Day Saver Redwood Bank 95 Day notice (ope CCLA Public Sector Deposit Fund Multipay Card		33.00 25,463.09 42,029.36 85,000.00 87,224.93 180,484.17 -127.94	
	Less unpresented payments			420,106.61 84.59
	Plus unpresented receipts			420,022.02 227.44
В	Adjusted Bank Balance			420,249.46
	A = B Checks out OK			
80				

Unpresented payments:

£32.60 (Postage)

£29.00 (Key cutting)

£22.99 (Carbon monoxide alarm)

Unpresented receipts:

£99.50 Allotment tenancy payment x 2

£127.94 payment to Lloyds Multipay card (not yet reconciled)

Payments made prior to meeting

Ref	Supplier	Description	Net Vat		Gross	Act
CARD 2023- 333	Lloyds Bank Commercial Card Services	Multipay card monthly fee	£3.00	£0.00	£3.00	Local Government Act 1972 s.111
CARD 2023- 334	Royal Mail Group Ltd	Stamps / postage	£2.60	£0.00	£2.60	Local Government Act 1972 s.111
CARD 2023- 335	Timpson Ltd	Pavilion Key cutting	£29.00	£0.00	£29.00	Local Government Act 1972, s.133
CARD 2023- 336	Post Office Ltd	Postage (Parish Roundabout)	£30.00	£0.00	£30.00	Newsletters - LGA 1972 s.142
CARD 2023- 337	Screwfix	Carbon Monoxide Alarm	£19.16	£3.83	£22.99	Local Government Act 1972, s.133
BACS 2023- 338 - 340	Parish Clerk, NEST	Staff Salary & Pension Contributions	£2473.24	£0.00	£2473.24	Local Government Act 1972 s 112 (1) Pensions Act 2008 s.3 Pensions Act 2008 s.33
DD 2023-341	Vodafone Limited	Mobile phone	£18.08	£3.61	£21.69	Local Government Act 1972 s.111
DD 2023-342	Water Plus	Pavilion Water	£28.11	£0.00	£28.11	Local Government Act 1972, s.133
DD 2023-343	Water Plus	Allotment water	£33.70	£0.00	£33.70	Smallholdings & Allotments Act 1908, s.23
DD 2023-344	SSE	Pavilion Gas	£50.03	£2.50	£52.53	Local Government Act 1972, s.133
DD 2023-345	SSE	Pavilion electricity	£111.26	£5.56	£116.82	Local Government Act 1972, s.133
DD 2023-346	SSE	Pavilion Gas	£114.57	£5.73	£120.30	Local Government Act 1972, s.133
		Totals	£2912.75	£21.23	£2993.98	

Forthcoming payments for approval

Ref	Supplier	Description	Net	Vat	Gross	Act
BACS 2023-347	DCK Payroll Solutions	Payroll Services	£30.00	£6.00	£36.00	Local Government Act 1972 s.111
DD 2023-348	Veolia ES	Refuse emptying	£49.48	£9.90	£59.38	Local Government Act 1972, s.214(6)
BACS 2023-349	Brewer, D	Pavilion Caretaking and Cleaning	£370.60	£0.00	£370.60	Local Government Act 1972, s.133
BACS -2023 350	Brewer, D	bus shelter cleaning	£49.05	£0.00	£49.05	Local Government (Misc. shelters Prov.) Act 1953, s.4
BACS 2023-351	Brewer, D	Litter picking	£43.60	£0.00	£43.60	Public Health Act 1875 s.164
BACS 2023-352	Shropshire Council (Joint Energy)	Streetlighting power	£768.35	£153.67	£922.02	Parish Councils Act 1957 s.3
BACS 2023-353	Starboard Systems Ltd	Scribe Accounts	£561.60	£112.32	£673.92	Local Government Act 1972 s.111
BACS 2023-354	Michael Mckenna	Councillor mileage	£19.80	£0.00	£19.80	Local Government Act 1972 s.111
BACS 2023-355	SaLC	Councillor Training	£85.00	£0.00	£85.00	Local Government Act 1972 s.111
BACS 2023-356	Highline Electrical Ltd	Streetlight repair	£37.50	£7.50	£45.00	Parish Councils Act 1957 s.3
BACS 2023-357	ORP Surveillance Ltd	CCTV Radio link equipment	£1,284.00	£256.80	£1,540.80	Local Government and Rating Act 1997, s.31
BACS 2023-358	Morgans Decorators Merchants	Pavilion Maintenance	£8.00	£1.60	£9.60	Local Government Act 1972, s.133
BACS 2023-359	A G Royce Garden and Property Maintenance	Wildflower area & River bank	£275.00	£0.00	£275.00	Public Health Act 1875 s.164
BACS 2023-360	Richard Collier	Pavilion boiler service	£80.00	£0.00	£80.00	Local Government Act 1972, s.133
BACS 2023-361 & 362	Parish Clerk	Staff travel expenses	£80.10	£0.00	£80.10	Local Government Act 1972 s.111 Sections 9 and 10 Local Government Act 1972, s.214
BACS 2023-363	Shropshire Council	Play Equipment inspections	£388.00	£0.00	£388.00	Public Health Act 1875 s.164
DD 2023-364	Ocean Telecom	Pavilion Broadband & Staff Telephone	£47.00	£9.40	£56.40	Local Government Act 1972 s.133 Local Government Act 1972 s.111
BACS 2023-365	Edge It Systems Ltd	Microsoft 365 licences	£983.03	£187.61	£1125.64	Local Government Act 1972 s.111
		Totals	£5115.11	£744.80	£5859.91	

Income received in February 2024

<u>Description</u>	Net	<u>VAT</u>	<u>Gross</u>
Allotment rents	63.00	0.00	63.00
Allotment deposits	100.00	0.00	100.00
Cemetery Fees	1225.00	0.00	1225.00
Investment interest	803.85	0.00	803.85
Pavilion Hire	202.50	0.00	202.50
Parish Roundabout adverts	327.50	5.50	333.00
Totals	2721.85	5.50	2727.35