

**MINUTES OF ANNUAL GENERAL MEETING  
ALL STRETTON, SMETHCOTT AND WOOLSTASTON PARISH COUNCIL  
MEETING  
held at Picklescott Village  
following the Annual Meeting  
Wednesday 17<sup>th</sup> May 2023**

**Present**

C'Ilr Dale (Chairman); C'Ilr Philips; C'Ilr M Morris; C'Ilr Ecob;  
C'Ilr Hibbott-Morris; C'Ilr Burton; C'Ilr Starnes

Two members of the public attended the meeting  
Clerk : Mrs J Griffiths

Before the meeting started the Clerk apologised that she had missed The Boundary Review off the Agenda. It was agreed that this would be added as Item 9(a).

**Apologies**

Shropshire C'Ilr Dan Morris who has a prior engagement.

**Declarations of Interest**

No declarations of interest were declared.

**1. Election of Chairman**

It was proposed by C'Ilr Morris, seconded by C'Ilr Phillips and unanimously agreed that C'Ilr Dale be elected as Chairman to serve until the 2024 AGM.

**2. Election of Vice-Chairman**

It was proposed by C'Ilr Morris, seconded by C'Ilr Ecob and unanimously agreed that C'Ilr Phillips be elected as Vice Chairman to serve until the 2024 AGM.

**3. Election of Parish Council Representatives to the Henry Fletcher Charity**

C'Ilr Morris and C'Ilr Phillips are the current representatives. It was proposed by C'Ilr Dale, seconded by C'Ilr Burton and unanimously agreed that C'Ilr Morris and C'Ilr Starnes be elected to serve as the Parish Council representatives on the Henry Fletcher Charity until the 2024 AGM.

**4. Election of Footpath Warden**

It was proposed by C'Ilr Phillips, seconded by C'Ilr Morris and unanimously agreed that C'Ilr Burton would serve as Footpath Warden until the 2024 AGM.

**5. Election of Tree Warden**

It was proposed by C'Ilr Burton, seconded by C'Ilr Dale and unanimously agreed that C'Ilr Phillips would serve as Tree Warden until the 2024 AGM.

**6. Public Comments**

One member of the public commented on the appalling state of the roads in the Parish. He told the meeting that even when pot holes were repaired the work was to a low standard and within weeks the same pot holes appear.

The other member of the public told the meeting that much of the damage is caused by agricultural vehicles which were over size for the narrow country lanes.

C'Ilr Ecob told the meeting that he continues to report defects and although Shropshire Council are starting to respond to reports he agreed that the standard of repairs was not acceptable.

#### **7. Minutes of the Annual General Meeting held on 22nd March 2023**

It was proposed by C'Ilr Burton, seconded by C'Ilr Ecob and unanimously agreed that the Minutes of the meeting held on 22nd March provided a true and accurate record of the meeting.

#### **8. Matters Arising (not included on the Agenda)**

There was no matters arising not covered on the agenda.

#### **9. Finance**

##### **9.1 Approve 2022/23 Accounts**

The Clerk circulated copies of the 2022/23 Accounts showing all income and expenditure for the year. This showed a balance of £3,558.85 at the year end. Made up as follows:-

Matched Funding EMG not paid before year end	£1,500.00
Matched funding EMG received from SCC	£1,500.00
CIL Money	£ 379.09
Actual PC Balance at year end	£ 261.13

The £612.00 VAT paid out in 2022/23 had been reclaimed on 22<sup>nd</sup> March but had not yet been received. When it is received it will be added to the Parish Council funds in 2023/24

It was proposed by C'Ilr Burton, seconded by C'Ilr Phillips and unanimously agreed that this was as accurate reflection of the transactions for the accounting year 2022/23. The chairman the signed a copy of the accounts and the bank statement showing £3,558.85 held at bank at the year end.

##### **9.2 Agree Annual Governance Statement**

The Clerk explained the Annual Governance Statement, and the figures on the AGAR were cross checked against the 2022/23 accounts presented and the latest Bank statement. The Internal Auditor had carried out the internal audit and concluded that she had reasonable assurance that the Councils affairs are properly conducted and are free from material mis-statement. It was unanimously agreed that the Parish Council would certify itself exempt from a limited assurance review.

Page 5 of the AGAR relating to systems in place for internal control was agreed and completed.

It was proposed by C'Ilr Dale, seconded by Ecob and unanimously agreed that the AGAR for 2022/23 was accurate the Clerk and Chairman then signed Page 3 (Certificate of Exemption) Page 5 (the page relating to Internal Control) and Page 6 (Accounting Statements).

The Clerk had prepared the Notice of Public Rights. Date of Announcement 19<sup>th</sup> May and the dates for inspection Monday 5<sup>th</sup> June – Friday 14<sup>th</sup> July.

### **9.3 Accounts due for payment**

The following accounts are due for payment:-

J Dale Environmental Work 2022/23 £3,600 Cheque No. 000508  
Clerk salary and expenses April/May £509.56 Cheque No. 000509  
HMRC Tax due on Clerk's salary £118.60 Cheque No. 000510  
SALC Annual Membership Fee £225.20. Cheque No. 000511  
Zurich Municipal Insurance premium £241. Cheque No. 000512  
L Pardoe Internal Audit fee £75. Cheque No. 000513

It was proposed by C'lr Starnes, seconded by C'lr Hibbot-Morris and unanimously agreed that the above accounts be paid.

### **9.4 Balance held at Bank**

The Clerk circulated a bank reconciliation.

After payment of the above accounts, the balance at bank is £6,940.92. This includes the following sums:- . .

CIL	£ 379.09
EMG Match Funding	£1,500.00
Neighbourhood Fund	£1,041.43
Actual PC Balance	£ 4020.40

It was proposed by C'lr Dale, seconded by C'lr Ecob and unanimously agreed that the bank statement and the bank reconciliation provided a true financial record. The Chairman then signed the bank statement and the bank reconciliation.

The Clerk told the meeting that she had applied for the Environmental Maintenance Grant in the sum of £1,500 but this has not yet been received.

The Clerk had completed the VAT return on 22<sup>nd</sup> March and had reclaimed the £612.99 VAT payments made during 2022/23 but this has not yet been paid.

### **9(a) Boundary Review**

The Public Consultation period ends on 10<sup>th</sup> July. It was agreed that Councillors would look closely at the proposals and C'lr Starnes, would co-ordinate comments, which would be forwarded to the Clerk. The Clerk would then circulate the comments and reminded the meeting that any comments made on behalf of the Parish Council had to be agreed by a majority vote.

## **10. Planning**

### **(a) Clerk to report decisions on applications previously discussed:**

#### 23/00628/FUL – The Larches, Picklescott

Erection of extension to existing annex following removal of an adjoining building. This application was forwarded to Councillors on 20<sup>th</sup> February. The Parish Council did not comment on this application. The Clerk told the May meeting that this application was approved on 4<sup>th</sup> April.

#### 23/00984/FUL – The Hill, High Park

Replacement Outbuilding. This application was received and circulated to Councillors on 13<sup>th</sup> March. Concern was expressed that the plans did not include any dimensions relating to height or size. The Clerk told the May meeting that this application had been refused on 12<sup>th</sup> May

### **(b) Clerk to report on application received between meetings**

No applications had been received between meetings.

### **(c) Applications discussed at the meeting**

### **23/01896/FUL Redcote, Lower Wood**

An application for a single plot exception site affordable dwelling south of Redcote, Lower Wood had been received on 12<sup>th</sup> May. The Clerk had contacted Shropshire Council to say that the Parish Council had not been approached to confirm the local connection. The Clerk had received a letter of apology from the Housing Enabling Officer to say she had omitted to ask the Parish Council for their confirmation and now asked them to establish the local connection.

The Clerk told the meeting that to be eligible for this scheme applicants have to demonstrate a "Strong Local Connection" to the parish area within which the plot of land lies. It was agreed that the applicant met the following two criteria:-

- They are lawfully resident in the local area and have lived there for at least the previous five years
- They are currently employed or routinely carry out self-employment work within either the local area or 5km of the site

The Clerk will prepare a letter to the Housing Enabling Officer confirming that the applicant meet the above criteria.

The application was then discussed. It was proposed by C'lr Philips, seconded by C'lr Hibbot-Morris and unanimously agreed that the Parish Council would not comment on this application. ..

## **11. Highways**

### **(a) Clerk to report on highway matters previously reported**

Shropshire Council confirmed by e mail some time ago that that Keir would be instructed to erect the Not Suitable for HGV sign to be erected at the Picklescott end of Church Lane. This has still not be carried out.

At an earlier meeting Shropshire C'lr Dan Morris agreed that the stretch of road from Picklescott to Dorrington did need resurfaced and he would be pushing for this to be included in a future works programme.

The damaged railings on Church Road have still not been repaired but are in the programme for repairs.

C'lr Ecob commented at the March meeting on the amount of litter left on roads in the County particularly the A49 and the A5. The Clerk had contacted National Highways by e mail as had C'lr Ecob. A response had been received saying that National Highways would pass the comments to the local area. .

### **(b) Any further highway issues to be reported**

C'lr Ecob continues to make all reports on "FixMyStreet".

### **(c) Environmental Maintenance work**

The Clerk told the meeting that she had applied for the £1,500 Environmental Maintenance Grant for 2023/24. This had been approved but payment had not yet been received.

## **12. Correspondence**

The Clerk forwards all correspondence as it is received.

The Clerk also reported the following correspondence at the meeting:-

- Clerk & Councils Direct Magazine, May. Handed to the Chairman
- The Clerk had contacted Shropshire Council to ask for information on funding that it is understood is available for electric charging points at Village Hall location. The enquiry was sent on 20<sup>th</sup> March. No reply has been received and a reminder was sent on 11<sup>th</sup> May.
- Police and Crime Commission – details of the Commissioner's Community Fund – Safer Roads Funding. This had been received the day of the meeting. The Parish Council were not likely to have any schemes whereby they could apply for funding.

### **13. Shropshire Council Report**

C'llr D Morris had a prior engagement and was unable to join the meeting. He had sent the following report, which the Clerk had forwarded to all Councillors prior to the meeting.

- Local Government Boundary Commission (LGBC) – Following agreement by Shropshire Council to undertake a community and Parish review suddenly the Local Government Boundary Commission (LGBC) decided that there needed to be a divisional review of Shropshire. The first stage of the process was for Council to agree on the number of councillors required and the system of governance for the future. The council proposal received cross party agreement and we asked LGBC to consider 76 councillors (3,499 electors per councillor) and to stay with the Cabinet system. The LGBC came back to us to say they were minded to go with 74 (same as now, approximately 3,700 electors per councillor). The next stage was to look at how the new boundaries should be developed. A proposal, which again received cross party support, was drafted by the council but the LGBC may or may not take any notice of the suggestions we made – they didn't! I attach a briefing document with my views on the LGBC report and how it impacts Burnell
- A 12 week engagement has just started with Town and Parish Councils on place plans. Clerk's have been sent links to the new place plan process along with guidance for submitting their infrastructure projects for consideration. If there are any queries please direct them to the Place Plan team [placeplans@shropshire.gov.uk](mailto:placeplans@shropshire.gov.uk).
- A new pilot on-demand bus service is to begin operating in an area to the southwest of Shrewsbury this autumn – with plans in place to roll the service out across the county as part of Shropshire Council's commitment to reinvigorate public transport in Shropshire. Operated by Shropshire Council, the Connect On-Demand service will replace the under threat 20 (Shrewsbury to Radbrook), 544 (Shrewsbury to Lyth Hill) and 546 (Shrewsbury to Pulverbatch) bus services which are fully funded by the council but have, over a period of time, seen a reduction in passengers. The new pilot service will operate from 7.30am to 6.30pm Monday to Saturday, from September, with people able to book via app or by phone. More details will be announced nearer the time. The service will pick-up and drop-off at locations within the pilot zone, including Radbrook shopping centre, Meole Brace retail park, and doctors' surgeries. There will also be additional drop-off and pick up points at Shrewsbury bus and railway stations, and The Square. A Sigma 7 electric bus will operate in urban areas and offer a new experience for passengers, being the first fully electric bus operating in Shropshire. Smaller diesel vehicles are set to operate in more rural

areas, to which they are better suited as they are better able to navigate lanes and roads less suited for larger buses. A similar service already operates in Nottinghamshire and Worcestershire.

- In December 2019: Shropshire Council passed my motion to support the principle of a 20mph speed limit outside all schools in the county and requested officers to bring a report to Council within six months to consider how this could be implemented. In September 2020: Shropshire Council approved the development of a programme for introducing mandatory 20mph speed restrictions outside schools, where existing highway conditions suggest it would be appropriate to do so. A feasibility review and option allocation has been completed for all sites, a provisional forward programme for 2023/2024 has been developed, a project team has been established project team within the highways and preliminary design has commenced at highest priority sites and engagement plan developed

- Works are progressing to allow the main pool at The Quarry Swimming and Fitness Centre in Shrewsbury to reopen in July 2023. The £400,000 project is well under way, with work to strip out damaged and eroded pipes and ducting from the airflow management system from the roof space over the pool, as well as unused light fittings, walkways and ceiling panels, progressing. Specialist contractors are making good progress on the installation of new ducting for the airflow management systems, now that the strip-out has been completed.

- The Northwest Relief Road - the final public consultation period has now concluded, and we move closer to getting the application to Committee. We are still expecting the meeting to be held in early summer.

- I noted Cllr Ecob's email dated 5<sup>th</sup> May titled pothole near to Signal bank. This report of recently completed work falling into disrepair again follows a pattern of a similar issue in Cardington Parish. I have sent the details to the Portfolio Holder for Highways Cllr Richard Marshall.

## **12. Date of Next Meeting**

The date of the next meeting Wednesday 26<sup>th</sup> July commencing at 7.30pm.

There being no other business the meeting closed at 8.30pm