

**ALL STRETTON, SMETHCOTE AND WOOLSTASTON PARISH COUNCIL  
MEETING**

**MINUTES**

Minutes of the Meeting of All Stretton, Smethcott and Woolstaston Parish Council held on Wednesday 23rd March 2016 at Picklescott Village Hall.

**Present :**

C'lr A McVittie (Chairman)  
C'lr A Beagle  
C'lr Burton  
C'lr Dale  
C'lr Phillips  
C'lr Morris

Mr T Sneddon, Shropshire Council, attended for Item 6

Clerk Mrs J Griffiths (Clerk)

**Apologies**

Apologies had been received from C'lr T Barker and C'lr V Davies as both were unwell.

**1) Introduction**

C'lr McVittie welcomed everyone to the meeting.

**2) Declaration of Personal and Pecuniary Interest**

The Clerk reminded all Councillors to declare any interests in any items being discussed.

**3) Public Comments**

No members of the public were present at the meeting.

**4) Approve Minutes of Meeting held on 27<sup>th</sup> January 2016**

It was proposed by C'lr Dale, seconded by C'lr Beagle and unanimously agreed that the Minutes of the Meeting held on 27<sup>th</sup> January provided a true and accurate record of the meeting.

**5) Matters Arising from the Minutes (Clerk to report for information only)**

The Clerk told the meeting that she had completed the application form for funding for the setting up of a Parish Council web site.

At the January meeting it was agreed that we would apply for a grant of £528 as follows:-

|                                    |        |
|------------------------------------|--------|
| Domain name and web space          | 100.00 |
| 21 hours set up costs @ £15 per hr | 315.00 |

1 hr per month updates @ £15

180.00

The Clerk submitted the application and was contacted by SALC to say that the Parish Council could also include the cost of a computer and scanner. As this work would be done on the Clerk's personal computer and scanner it may be necessary to purchase replacements either for a new Clerk or if anyone else takes over the web site in the future. This was added to the application at a cost of £269.99 for a lap top and £59.99 for a scanner. This then made the total £924.98 which has been granted and a cheque will be posted out this week.

The Clerk will now make a start on the Parish Council web site and hopefully a site will be available for viewing shortly. This will be agreed by all Councillor before going live.

## 6) Highway Matters

Mr Tim Sneddon, Shropshire Council attended the meeting when the following matters were discussed:--

- Culvert fronting Foxtrot Villas needing larger pipe to stop flooding on the highway. Mr Sneddon agreed that this was an ongoing problem which needed investigation and maintenance work.
- Two passing places on the road leading from Dorrington to Picklescott - dangerous pot holes. This work had now been done.
- Potholes in the road leading from Picklescott Village – Sallins. This work had now been done.
- Child signs by Sallins. Mr Sneddon told the meeting that were child signs in the hedgerow and he could not provide painted signs on the highway.
- Holes in the road from Picklescott – Dorrington. These have now been filled.
- Puddles on highway by bus shelter in Picklescott – grip needed in verge to take water off highway. Mr Sneddon thought that this work had been done he would arrange for this to be carried out.
- Remainder of Portway not repaired now badly in need of repair. Mr Snedddon told the meeting that this was an historic unclassified road and Shropshire Council attempted to main this in an historic manner.
- HGV's had brought down branches and damaged the barrier on Church Lane. The Parish Council also asked for "no HGV" signs to be placed either end of this lane. C'llr McVittie had also e-mailed Mr Sneddon on 5<sup>th</sup> with photographs showing the damage caused. Mr Sneddon had replied to this report to say that he was not able to erect "No HGV signs" as many country lanes were used by HGV's and he agreed to repair the barriers. Mr Sneddon told the meeting that the posts have now been erected in Dead Mans Hollow and a road closure would be necessary to erect the railing and that they also intend to put kerbing. Mr Sneddon was again asked to put a

no HGV sign at the entrance to Church Lane even if only at the Smethcott end as sat navs send large articulated lorries up from Smethcott. Mr Sneddon agreed to reconsider this request.

- The hedges on the road leading from Woolstaston to Hill Cottage and the hedges fronting Karuna in Church Lane had been reported as seriously overhanging the highway. These have now been cut by the landowners.
- Tree roots are growing in the highway between Dead Mans Hollow and Mynderley which are causing humps to appear in the highway. Mr Sneddon told the meeting that an overlay would be applied.
- A gully appears to be blocked in Dead Mans Hollow. C'Ilr Dale had attempted to clear this and Mr Sneddon told the meeting that the jettter would also visit the area.
- A pothole has appeared in the side of the road outside Mynderely and the edge of the highway appeared to be eroding for a length of approximately 10 metres. Mr Sneddon agreed that this would be dealt with when the overlay was applied in this area.
- Flooding on the road leading from Picklescott to Dorrington near New Hall Farm. Mr Sneddon agreed that this was a problem which would be investigated as the problem does need to be addressed.
- Sediment and mud is lying in the hollow on Stank Lane. Mr Sneddon said this is caused by a drainage problem which is difficult to solve as the ditches have not been cut deep enough and jetting does not solve the problem. This will require further investigation.
- Flooding was also reported at the entrance to Netley. Mr Sneddon told the meeting that this is the same problem where ditches are not deep enough and this will also be investigated.
- Pot holes were reported in the highway fronting Mansells Barn. Mr Sneddon agreed to investigate.
- Flooding on the highway as you turn left out of Picklescott towards High Park. C'Ilr Morris told the meeting that a vehicle has left the road and cut into the ditch. Mr Sneddon agreed to investigate.
- A pot hole outside Jinlye and a further pot hole a little further across this road was reported. Mr Sneddon made a note of this.
- There are potholes in the highway at Dugdely. Mr Sneddon made a note of this.
- C'Ilr Dale had carried out some work to clear the ditches in Lower Wood and Mr Sneddon agreed to add this to the list for the jetter.
- Mr Sneddon also made a note of the poor state of the little used road leading from Smethcott to Netley (passed the Bynards).

Mr Sneddon agreed to forward an application for a highway maintenance grant to the Clerk for completion.

## 7) **Finance**

### (a) Accounts due for payment

The following account was due for payment:-

HMRC – tax due on clerks salary for February/March £108.40. It was proposed by C’Ilr Dale, seconded by C’Ilr Burton and unanimously agreed that this be paid. Cheque no 00279 was prepared in the sum of £108.40.

Clerks Salary February/March plus stationery, hire of hall for tonight’s meeting, telephone and postage totalling £452.29. It was proposed by C’Ilr Dale, seconded by C’Ilr Burton and unanimously agreed that this be paid. Cheque no 00280 was prepared in the sum of £452.59.

The Clerk asked the Parish Council to consider joining SALC. The fee for the parish would be £205.89. This had not been built into the precept for 2015/16. However, there is advice and back up available from SALC and a saving on delegates attending training courses.

(b) Total cash held at Bank

The Clerk the balance held at bank after payment of the accounts approved tonight is £1100.25.

The Clerk told the meeting that the balance at the year end March 2015 was £1,578.61 and the balance at the year end March 2016 £1,100.25 This will result in an overspend in 2015/16 of £478.36 against the precept as a result of the £496 donation to the Village Hall to pay for the defibrillator cabinet.

(c) External Audit for Smaller Authorities

Under the Local Audit (Smaller Authorities) Regulations 2015 it is a requirement to make arrangements for all smaller authorities that have not formally decided to opt out and authorities covered by the Smaller Authorities Audit Appointment are considered as “opted in authorities”.

The Parish Council has until 31<sup>st</sup> March to decide to opt out and the Parish Council would then be considered as opted out or opted in for the five year period beginning 1<sup>st</sup> April 2017 and ending 31<sup>st</sup> March 2022. There will not be another opportunity to opt in or out before the end of the period.

The Clerk told the meeting that if the Parish Council decided to opt out they would have to find their own auditor.

It was proposed by C’Ilr McVittie, seconded by C’Ilr Dale and unanimously agreed that the Parish Council did not wish to opt out.

(d) Town/Parish Election Recharges

The Clerk told the meeting that she had received a letter from Shropshire Council advised that election recharges for town/parish councils is on the Agenda for the Council meeting to be held on 25<sup>th</sup> February 2016. The extract from the fees and charges report stated:-

“Elections will stop the subsidy when charging for Elections to Parish and Town Councils. The charges will be amended from the May 2017 elections to be the actual costs if contested and half the actual costs for a combined election involving a parish/town council. Uncontested elections will remain at £100 per election (if warded or group the cost is £100 for each ward or parish within the group as they are classed as separate elections). Deferring of charges to the following financial year will remain”.

(e) Membership of SALC

The Clerk had a quote from SALC. Membership for 2016/17 based on a total of 323 electors is £205.89. Although this had not been budgeted for in the precept it was proposed by C’Ilr Beagle, seconded by C’Ilr Dale and unanimously agreed that the Parish Council would pay £205.89 to be members of SALC. This fee would then be built into future pre-cepts.

## 8) Planning Applications

Applications discussed at earlier meetings:-

Land at The Lynches, Smethcott PREAPP/14/00401

Erection of an agricultural workers dwelling on land at the Lynches, Smethcott. The Clerk told the September meeting that this application was now being submitted as a single plot exception site. The Clerk had not been contacted by Shropshire Council, however, the applicant’s agent had asked the Parish Council to contact Shropshire Council to confirm the applicant’s local connection. The Clerk told the September meeting that she had written to the Housing Enabling Officer to confirm the local connection as Mr Collins lives and works in the parish and attended local schools and the Parish Council fully support this application.

The Clerk told the November meeting that she had not heard anything further regarding this application.

The Clerk told the January meeting that the application now had an amended description as an affordable dwelling application and was shown as awaiting a decision.

The Clerk told the March meeting that this was still shown on the web site as awaiting a decision.

The Cottage, Picklescott Ref 15/05523/FUL

Erection of extension to detached cottage, alterations and improvements and change of use of lad to facilitate re-alignment of driveway. This application was discussed at the January meeting when it was proposed by C’Ilr Dale, seconded by C’Ilr Burton and unanimously agreed that the Parish Council had no objection to this application.

The Clerk told the March meeting that permission was granted on 3<sup>rd</sup> February.

Pogan Hall, Picklescott

Ref 16/00058/FUL

Outbuilding at Pogan Hall. Conversion and alterations to detached outbuilding to form self-contained residential accommodation for ancillary use. This application was discussed at the January meeting when it was unanimously agreed that the Parish Council did not have sufficient information as to the intended use of the accommodation to make an informed decision. It was agreed that the Clerk would contact the agent and if this was for the owners use and not for sale on the open market the parish council did not have any objections.

The Clerk contact the Agent the following day and it was confirmed that this application was for use by the owner and they had no intention of selling the property. The Clerk informed all Councillors by e-mail and commented on the planning web site to say that the Parish Council did not have any objection to this application.

The Clerk told the March meeting that this application was shown on the web site as awaiting a decision.

Application discussed at the March Meeting:-

Former Granary, Woolstaston Hall

Ref 16/00547/FUL

Conversion and extension of former Granary. This is also a Listed Building application 16/00548/LBC. The Clerk told the meeting that this application had been received 15<sup>th</sup> February and forwarded to all Councillors. The Clerk had agreed an extension for comments with Shropshire Council. C'Ilr Dale expressed an interest in this application as he occasionally undertook for self-employed work for the application. He did not take part in the discussion or vote on this application.

It was proposed by C'Ilr McVittie, seconded by C'Ilr Burton and unanimously agreed by those Councillors voting that the Parish Council had no objection to this application.

## 9) **Correspondence**

The Clerk had circulated correspondence by e-mail to all Councillors as it was received including the following:-

- Shropshire Council – temporary road closure B5477 Shrewsbury Road to A49 Gorsty Bank 6<sup>th</sup> April – 8<sup>th</sup> April. Forwarded to all 10.2.16.
- Association of Local Council – Non Emergency Patient Transport – information for Parish and Town Councils. Forwarded to all 15.2.
- Shropshire Council Big Conversation Workshop Summary – forwarded to all 15.2.16
- Poster Signal – Hearing Loss information forwarded TO ALL 15.2.16
- Neighbourhood Planning Workshop 22<sup>nd</sup> March. Forwarded to all 23.2.16

- NALC – Information on “Clean for the Queen” which aims to clear litter from all communities for the Queen’s 90<sup>th</sup> birthday. Forwarded to all 26.2.16
- Shropshire Council Newsroom – change to some registration office opening times and venues to change – In Church Stretton the registration office will move from the Visitor Information centre/Church Stretton Library to the Sylvester Horne Institute, High Street, Church Stretton. The opening hours of the office will also change. The registrar will attend by appointment only, on Tuesday afternoons 2pm – 4pm. This was received on 4.3.16 and forwarded to all.
- Clerk and Council Direct magazine – March 2016.
- Government Plans for Community Pharmacy in 2016/17 and Beyond. Forwarded to all Councillors 16.2.16
- ALC – Shropshire Council Shropshire Council Newsroom – Shropshire Great Outdoors web site launched. Forwarded to all 23.3.16
- Shropshire Council – Market Position Statement – Early Help Services. Forwarded to all Councillors 22.3.16

**10) Local Joint Committee – 25<sup>th</sup> February**

The Strettondale Local Joint Committee was held on 25<sup>th</sup> February. C’lir Dale told the meeting that Tim Barker had chaired the meeting in the absence of the Chairman. No members of the public attended the meeting. Dave Harte, West Mercia Police, had attended the meeting to explain the use of Smartwater. If 85% of the residents in a village wished to take advantage of someone coming to their home to mark any valuable items the cost was in the region of £10 per household. There is still some funding available from the Youth Commissioning Budget and grants had recently been awarded to Dorrington Young Farmers and Conover Youth Club. The next meeting will be held at Ryton Village Hall on 9<sup>th</sup> June and will include a presentation on Connecting Shropshire.

**11) Agree Risk Assessment**

The Clerk had circulated the Risk Assessment which was agreed in 2015. It was proposed by C’lir McVittie, seconded by C’lir Beagle and agreed that the risk assessment remains unchanged. A copy of the Risk Assessment was then signed by the Chairman.

**12) Agree Asset Register**

The Clerk explained the asset register compiled in 2015. It was proposed by C’lir Burton, seconded by C’lir Dale and agreed that the asset register remains unchanged. A copy of the Asset Register was then signed by the Chairman.

**13) Date of next Meeting**

The date of the next meeting will be Wednesday 25<sup>th</sup> May (Annual General Meeting)

Future 2016 meetings are as follows:-

Wednesday 27<sup>th</sup> July  
Wednesday 28<sup>th</sup> September  
Wednesday 23<sup>rd</sup> November

The Clerk circulated the dates of the meeting to all Councillors. C'Ilr's McVittie and Burton agreed to place this notice showing all 2016 meetings on the village notice boards.

There being no other business the meeting closed at 8.50pm

Signed.....(Chairman) Date.....