

# **Minutes of Hopesay Parish Council**

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**Parish Council Meeting Monday 24<sup>th</sup> May 2021, held in Aston on Clun Village Hall, 7.30pm**

**Present:** Cllrs. R Loynes, J Bowers, I Alebon, S Hingston, G Fryer, T Record.

**Absent:** Cllr R Fowler.

In attendance: Unitary Councillors D Evans, H Luff; and 2 members of the public.

**Clerk:** Mrs M Gwilliam.

**1. Election of Chair:** Cllr R Loynes was nominated and seconded. No other nominations. Cllr Loynes was elected as Chairman. **Resolved.**

**2. Election of Vice-Chair:** Cllr Bowers was nominated and seconded. No other nominations. Cllr Bowers was elected as Vice-Chair. **Resolved.**

**3. Apologies for Absence:** None received.

**4. Councillors Acceptances of Office:** Councillors has been issued with the Declaration of Acceptance of Office forms and these were signed by councillors present and witnessed by the Clerk. Cllr Fowler would be asked to sign his form at the June meeting. Councillors were reminded that if their interests had changed, they would need to send Shropshire Council a new Register of Interests form.

**5. Declarations of i) Disclosable Pecuniary and ii) Personal Interests, and written requests for dispensations:** None.

**6. Minutes of the Parish Council Meeting 26<sup>th</sup> April 2021:** The minutes were approved, and the Chairman was authorised to sign them as an accurate record. **Resolved.**

**7. Representation on Outside Bodies:** Cllr Bowers was confirmed as the Council's representative on the Village Hall Committee. **Resolved.**

**8. Committees and Working Groups:** None

**9. Reviews:** SALC & SLCC: The continuation of Council's subscriptions was agreed. **Resolved.** Council's various policies and governance documents would be reviewed at full Council meetings throughout the year as and when they fall due.

**10. General Power of Competence:** Hopesay Parish Council **resolved** that it met the specified eligibility criteria relating to the electoral mandate (all 7 councillors were elected as opposed to being co-opted), and relating to the relevant training of the clerk (CiLCA qualified), and was therefore **eligible to exercise the power**. Council **noted** that it would remain eligible until the Annual Parish Council meeting after the next ordinary election, in four years' time.

**11. Unitary Councillor Report:** Cllr David Evans reported on the difficult year. A new Council was in place at Shirehall, with a new Leader and Cabinet. The top priority was potholes.

Cllr Evans had been re-elected as Chair of the Southern Planning Committee.

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**12. Updates from previous minutes, Clerk's report:** The Clerk informed Council that Mr Rob Marpole was now unable to carry out the fencing job until late in the year due to pressure of work. However, although the field fencing could wait, the Forge garden boundary fencing could not. The Clerk would contact other firms to find someone who could do this sooner.

**13. Aston Green:** Council **resolved to adopt** the Management Report and Plan listing projects for 2021 submitted by Mr J Campion on 20<sup>th</sup> May and circulated to all councillors.

**14. Planning:** New applications: 21/01910/FUL, Land at Broome Industrial Estate, erection of agricultural storage building; and 21/01907/OUT, Proposed Self Build adj. Broome Industrial Estate, residential dwelling with package treatment plant and soakaway. The applicant who was present was allowed to speak and councillors asked several questions about the applications. Councillors expressed some concerns over the height, siting, and proposed use of the agricultural storage building, and felt more detailed information was required particularly if livestock was to be housed. Councillors also had some concerns over the self-build dwelling, although in principle supported applications to self-build from local residents. On both applications Council **resolved** to neither support or object but to comment on concerns, ask for further details, and to ask Shropshire Council for clarification on the maximum allocation numbers for new dwellings in Broome.

21/01712/FUL, Hesterworth Hopesay, erection of outbuilding & associated works. Councillors expressed concerns about various aspects particularly the ecology report. Council **resolved** to neither support or object but to comment on concerns and ask Shropshire Council to look again at the ecology report's recommendations.

Granted: 20/04867/FUL & 20/04868/LBC, Malt House Cottage, Aston, installation of heat pump, works to replace doors, windows, etc, to Listed Building.

Enforcement: 21/07680/ENF, Tadymor Farm, Hopesay, Alleged breach of Planning Control in relation to planning permission 20/02434/AGR – usage.

**15. Correspondence:** No correspondence of note.

Temporary road closures: 24 – 28 May Broome to Clungunford; 5 – 9 July Long Lane level crossing.

**16. PCC Grant for Safer Roads:** Council resolved to proceed with an application for grant funding for Speed Indicator Signs for the B3468 in Aston on Clun village, even though the application might not be completed until next year's funding round. The Clerk would find out from Lydbury North which supplier they used for their signs, and make enquiries about accessing CIL Local funding.

**17. Finance:** The RFO presented the Bank reconciliation to 30<sup>th</sup> April which had been previously circulated. There were no unexplained variances. Council noted the bank reconciliation. **Resolved.**

The Precept from Shropshire Council of £13,320.00p had been received. As at 30<sup>th</sup> April, Council's current account held £18,176.99p and its Savings Account held £8,142.53p. Council **resolved** to transfer £8,000 from the current to the savings account, and authorised the Chair and Vice Chair to sign the instruction letter to the bank prepared by the RFO.

## **INVOICES to PAY:**

SALC's affiliation fee of £242.80p (voucher 11 below) came too late to be included on the agenda.

Voucher	Name	for	Budget (from)	£amount	Cheque
7	Meg Gwilliam	Net salary, & home working expenses allowance	Salary 426.50 Office admin 26.00	452.50	SO

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8	HMRC	PAYE tax on salary	Salary tax	75.60	100713
9	Meg Gwilliam	Expenses, postage, printer inks	Office admin 33.51	39.68 (VAT 6.17)	100714
10	Came & Co	Insurance renewal	Insurance	347.05	100715
11	SALC	Affiliation fee	Subscriptions	242.80	100716
12	Ditton Services	Grass cutting monthly instalment	Aston Green 203	243.60 (VAT 40.60)	SO

**Council resolved to accept the Finance Report and authorised all payments as listed.**

**18. Code of Conduct:** Hopesay Parish Council **resolved** to adopt the new Code of Conduct (Local Government Association Model Councillor Code of Conduct 2020). The new Code of Conduct would be published on Council's website, replacing the former code.

**19. Risk Register:** The Clerk advised that risks 4, 8, and 11 required reviewing. Council took each risk in turn, and agreed in each case that the current controls were adequate. **Resolved**.

**20. Meetings attended:** Cllr Bowers had attended a Village Hall Committee meeting. Items discussed included new curtains, and the possibility of a community hog roast later in summer. It had been reported that the lease situation was progressing, albeit slowly.

The Chairman reported that the Annual Parish Meeting held on 17<sup>th</sup> May 2021 via Zoom due to legal and Coronavirus restrictions had been brief, and that Council would hold a face-to-face parish meeting later in the summer when it was safe to do so.

**21. Reports of Parishioners and parish issues:** Future agenda item, Jubilee Tree for the parish.

**22. Next Meeting:** Mondays 28<sup>th</sup> June, 26<sup>th</sup> July, 23<sup>rd</sup> August 2021. Cllr Record gave apologies in advance as he might be unable to attend the June meeting.

**23. To exclude the public:** Council **resolved** that in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public withdrew for the remainder of the meeting, and they were instructed to withdraw.

**24. Staffing Matters:** The Clerk left the meeting room. The Chairman reported to the meeting that the Clerk's annual appraisal had been completed and everything was satisfactory. The Clerk had worked tirelessly throughout the last year under difficult circumstances and had provided excellent support to Council despite the extraordinary situation. However, the Clerk had been unable to take any leave apart from some time off around Christmas. The Government had announced that public sector workers would be entitled to carry forward all unused leave to this year but this did not help Council as it would mean that Council would be without a Proper Officer for a significant portion of the rest of the year, an impossible situation. The Clerk had agreed to forego the remainder of her last year's leave; and the Chair recommended, and Council **resolved**, that the Clerk was given a monetary settlement, as agreed, in compensation for unused 2020 annual leave due to Covid 19, in order to maintain essential administrative cover. The Clerk re-joined the meeting.

**The Chairman closed the Meeting at 8.45pm**

Chairman Signed:

Date: .....