

# **Minutes of Hopesay Parish Council**

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**Parish Council Meeting Monday 18<sup>th</sup> October 2021, held in Aston on Clun Village Hall, 7.30pm**

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

**Absent:** Cllrs S Hingston, Unitary Cllrs Evans and Luff.

**Clerk:** Mrs M Gwilliam.

**1. Apologies for Absence:** Cllr Hingston; Unitary Cllrs Evans and Luff. Council accepted and approved Cllr Hingston's reason for absence for the next 6 months.

**2. Co-option of Councillors (and Acceptances of Office):** None.

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

**4. Minutes of the Parish Council 23<sup>rd</sup> August 2021:** The minutes were approved, and the Chairman was authorised to sign them as an accurate record. **Resolved.**

**5. Public Participation:** None.

## **6. Planning:**

**6.1.** Council adopted the Planning Protocol and Guidelines as circulated. **Resolved.**

**6.2.** Council agreed its response to Shropshire Council's planning committee structures. **Resolved.**

**6.3.** New applications: 21/04545/TCA, Old Rectory, Hopesay, crown raise by 4m and remove 'layered' trunk on west side of Western Red Cedar in Conservation Area. Council **resolved** to support the application.

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

**6.5.** Decisions: Granted: 21/03911/FUL, land at Old Smithy Basford Bank, installation of domestic solar PV array. 21/03432/LBC, Broome Farm House, Broome, various works affecting Grade 2 listed building.

**7. Unitary Councillor Report:** None.

**8. Correspondence:** Various bulletins, newsletters and other correspondence, including notice that Shropshire Council's draft Local Plan had been submitted to the Secretary of State for Housing, Communities and Local Government on 3<sup>rd</sup> September for examination.

**9a. Updates from previous minutes, Clerk's report:** None.

**9b. Chairman's report:** The Chairman told Council that Cllr Hartas had kindly offered to look at Council's Induction Guide for new councillors, with a view to producing a draft document pulling in the best from other guides, and with input from the Clerk, for consideration. **Annual Parish Meeting:** The Chair recommended that the APM would be held as usual between March and the end of May next year, but that a public meeting would be called in December for residents with refreshments the subject being proposals to celebrate the Queen's Platinum Jubilee. A newsletter with details would

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be circulated. Parish Plan: it was hoped to begin to look at updating the Parish Plan with a view to present updates at the APM. Broadband at the Village Hall: Council would welcome broadband availability at the hall. It was suggested that the Parish Council could contribute a proportion of the monthly cost of provision.

**10. Platinum Jubilee**: A mailshot to every household in the parish will invite parishioners to a public meeting in December to discuss parish proposals for the Platinum Jubilee. Council will propose a small orchard on half of the Lower Field at Aston Green, the far end from the track so as not to interfere with occasional car parking. Suggestions included finding sponsors for individual orchard trees. A bench for contemplation and rest could be included in the orchard.

**11. Aston Green**: The Chairman reported on recent work and Council **resolved** to record its thanks to Mr John Campion for all his hard work in managing the perimeters and wild areas of Aston Green. Hedge cutting has been carried out and the contractor has made a good job of it. Next on the list will be coppicing as woodland is beginning to interfere with light levels for both the Kangaroo and the Forge gardens.

**12. Speed Indicator Signs**: Council discussed the recommendations presented regarding the various quotes. Elan City was the front runner by far as their signs were less expensive and offered as much if not more options compared to the others, and appeared well suited to the parish requirements. Council agreed not to place the order until councillors had met with the Shropshire Council officer coming on a site visit shortly to discuss where to position the signs. The subject would be revisited at the November meeting.

**13. Policies Reviews**: Council reviewed its Data Retention, Equal Opportunities, and High Consequence Infectious Diseases policies. Council **agreed** minor amendments to the policies. **Resolved**.

**14. Risk Register**: Council reviewed risk 5. Council also reviews risks 9 and 11 each month due to their rating. All reviews satisfactory, no changes needed for Risks 5, 9, or 11.

**15. Finance**: The RFO informed Council that a cheque for £5.85 had been received for the annual wayleave payment of a cable under Aston Green. Western Power had offered a "once and forever" payment of £117, 20 times the annual payment, in return for foregoing all further annual payments.

Council **resolved** to accept Western Power Distribution's offer of a once and forever payment of £117 in place of further annual wayleave payments.

The RFO recommended and Council **resolved** to authorise a transfer of £6,000 from its savings to its current account with immediate effect. The Chair and Vice Chair counter signed the bank authorisation letter that the Clerk/RFO had signed and presented to Council.

## **INVOICES to PAY:**

Voucher 29, for 3 handmade traditional hay/grass rakes, for use on Aston Green, was paid between meetings using delegated powers.

Voucher	Name	for	Budget (from)	£amount	Cheque
29	The Natural Gardener	3 x traditional handmade hay rakes @ £36.60 each ( <b>SEPT</b> )	Aston Green	109.80	100727
30	Meg Gwilliam	Net salary, & home working expenses allowance <b>SEPT</b>	Salary 426.50 Office admin 26.00	452.50	SO

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31	Ditton Services	Grass cutting Sept monthly inst. <b>SEPT</b>	Aston Green 203	243.60 (VAT 40.60)	SO
32	Meg Gwilliam	Net salary, & home working expenses allowance <b>OCT</b>	Salary 426.50 Office admin 26.00	452.50	SO
33	HMRC	PAYE tax on Sept salary	Salary tax		100728
34	HMRC	PAYE tax on Oct salary	Salary tax	75.80	100729
35	T P Jones	Payroll July - Sept	Office admin £44.25	£53.10 incl £8.85 VAT	100730
36	J Campion	Management expenses – grass mowing, mileage	Aston Green 153.50	184.80 (VAT 30.70)	100731
37	WALC	Councillor training 16 <sup>th</sup> October	Training 25	30 (VAT 5)	100732
38	Ditton Services	Grass cutting October monthly instalment	Aston Green 203	243.60 (VAT 40.60)	SO
39	ICO	Annual Data registration fee	Admin/Office	35	DD
40	B Townson	Internal audit fee 2020/21	Ins & Audit	100	100733

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

**16. Grants:** Council **resolved** to 'roll over' the grants fund to next year, and to publicise widely within the parish to encourage parish take-up.

**17. Training:** Council **resolved** to authorise Cllr Hartas and the Clerk's attendance at SALC's Climate Change & Sustainability training on 28<sup>th</sup> October @ £30 per attendee, and to retrospectively authorise Cllr Hartas' attendance at Understanding Council Meetings on 16<sup>th</sup> October @ £25.

**18. Clun Riverside Path Right of Way issue:** Council was informed that a Shropshire Council officer was in the process of speaking to the various landowners about the continuation of the path, and that a further update on this would be given in due course.

**19. Meetings attended:** Cllr Bowers reported on a recent Village Hall Committee meeting. The floor of the main hall had been cleaned polished and re-varnished. Curtains and kitchen upgrades were in progress, and the tarmac on the car park would be patched. Other possible improvements may be table trolleys, broadband provision, and a new separate disabled toilet.

**20. Reports of Parishioners and parish issues:** None.

**21. Next Meeting:** Mondays 15<sup>th</sup> November, 13<sup>th</sup> December 2021.

**The Chairman closed the Meeting at 9.10pm.**

Chairman Signed:

Date: .....