

Minutes of Hopesay Parish Council

39

Parish Council Meeting Monday 25th March 2019, Aston on Clun Village Hall, 7.30pm

Present: Cllrs. R Loynes, J Bowers, J Manifold, T Record, I Alebon.

In attendance: 9 members of the public.

Clerk: Mrs M Gwilliam.

1. Apologies for absence: Cllr J Cole, Shropshire Cllr D Evans.

2. Declarations of i) Disclosable Pecuniary and ii) Personal Interests, and written requests for dispensations: Cllr Loynes declared a personal interest in a planning item.

3. Minutes of the Parish Council Meeting 25th March 2019: The minutes of the meeting were approved and the Chairman signed them as an accurate record. **Resolved.**

4. Updates on matters from previous minutes / Clerk's Report: The clerk had circulated a summary of matters progressed to councillors.

5. Unitary Councillor Report: None.

6. Public Participation: The Chairman Cllr Loynes left the room for the duration of items 6 and 7. Cllr Bowers was elected as acting chair in his absence.

2 members of the public (one being the agent representing the applicant) spoke in support of a planning application. 2 members of the public spoke objecting to the same application.

7. Planning: 19/00613/FUL, Aston on Clun village, residential development of 4 dwellings & 2 garages south of the Clun road. Council discussed the application. Councillors spoke in turn, and some councillors mentioned that they had expressly canvassed opinion from local residents on the matter. It was unanimously agreed that the access was problematic. Other points of concern discussed were the size of the development; and the visual impact of the development on Aston Green. Council **resolved** to object to the application for these reasons.

Enforcement 18/06112/ENF, Tadymor Farm Hopesay; ongoing. Planning had replied to Unitary Cllr D Evans' enquiry on behalf of the parish council, saying that a retrospective planning application might be required. Council agreed that the unauthorised works were not solely a planning issue. Works on waterways required an application to the Environment Agency. The clerk would raise this with Planning.

Cllr Loynes returned to the meeting at this point and took the chair vacated by Cllr Bowers.

8. Review of Internal Audit: Council agreed that a review as recommended in the JPAG Guide was timely. Cllr Manifold would prepare a proposal. The clerk would obtain related information from SALC and other bodies.

Minutes of Hopesay Parish Council

40

9. Aston Green: The recent path clearing work had been completed, the paths looked good and compliments on the work had been received. Council agreed to offer the contractor the chance to erect a sign at Aston Green with their details announcing they were the Aston Green contractor.

Council agreed to remove the leaning basketball hoop and post. Cllrs Loynes and Alebon volunteered to carry out this task when convenient.

10. Arbor Tree & Enclosure: Councillors discussed ideas including a new bench to revamp the area. Council agreed that the notice board structure should be removed, and new notice boards would be relocated near the edges of the enclosure. The subject would be discussed at the APM.

11. Grant Policy and procedure: Council approved the draft policy as previously circulated. Some minor revisions were suggested to the application form which would be approved at the April meeting.

12. Correspondence: items included notice of a temporary road closure of the Hopesay Road at School Bank on 8th, 9th and 10th April 2019, and a temporary road closure at Long Lane level crossing on 20th and 21st April 2019.

13. Annual Parish Meeting: Council authorised the printing and distribution of a leaflet publicising the meeting. Also approved were purchases of a flip chart, post it pads, and pens for the displays at the meeting, and appropriate refreshments.

14. Finance: A bank reconciliation was tabled. There were no unexplained variances. A VAT re-claim form has been submitted for £557.48p.

As no invoice had yet been received from the supplier of the Silent Soldier memorial, Council **resolved** to create an Earmarked Reserve of **£385** specifically for WW1 Centenary expenses.

INVOICES to PAY:

Voucher	Name	for	Budget (from)	£
72	Ditton Services	Grass cutting, monthly payment	Aston Green	193.00
73	Ditton Services	Path clearing	Aston Green	400.00
74	Meg Gwilliam	Expenses – anti virus for parish council computer	GDPR	20.00
75	T P Jones & Co LLP	Payroll services Jan – March	Office admin 44.25	53.10
76	SALC	Training year-end, audit 4 x £27	training	108.00
77	Meg Gwilliam	Net salary, & home working expenses allowance	Staff salary 380.21 Office admin 18.00	398.21
78	HMRC	PAYE tax on salary	Salary tax	64.00
79	SALC	Annual affiliation fee	Subs & training	230.16

Council resolved to authorise payment of invoices.

Minutes of Hopesay Parish Council

41

15. Assets Register Review: Councillors volunteered to inspect the various assets and report back to Council on the condition. Cllrs Bowers & Loynes, Aston Green; Cllr Manifold, Hopesay bench and Aston road signs; Cllr Alebon, Arbor Tree enclosure area; Cllr Record, Broome.

16. Risk Register rolling review: Deferred.

17. Meetings attended: None. Cllr Loynes and the Clerk would be attending the forthcoming Place Plan meeting in Craven Arms.

18. Reports of Parishioners and parish issues: None.

19. Next Meetings: Mondays 29th April, 20th May, 17th June 2019.

20. To exclude members of the Press and Public: It was resolved that by the Public Bodies (Admission to Meetings) Act 1960 and under Section 100(A) of the Local Government Act 1992, the public and press be excluded for the remainder of the meeting on the grounds the business involved the likely disclosure of exempt information as defined in the Acts.

21. Staffing Matters: The Clerk left the meeting at this point. The Chairman reported that the Clerk's appraisal had been satisfactory, and recommended an incremental salary scale rise from 27 to 28 on the current scale, which equated to SCP22 on the newly introduced scale. **Resolved.** Council also approved the implementation of the NJC national salary award which was an approximate increase of 2.65%, from 1st April 2019. **Resolved.**

The Clerk re-joined the meeting, was informed of the resolutions, and thanked Council.

The meeting closed at 9.20pm.

Chairman Signed:

Date: