

Minutes of Hopesay Parish Council

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Parish Council Meeting Monday 15th July 2019, Aston on Clun Village Hall, 7.30pm

Present: Cllrs. R Loynes, J Bowers, J Manifold, J Cole.

In attendance: 2 members of the public.

Clerk: Mrs M Gwilliam.

1. Apologies for Absence: Cllrs T Record and I Alebon; Unitary Cllrs L Chapman and D Evans.

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

3. Minutes of the Parish Council Meeting 17th June 2019: The minutes were approved and the Chairman signed them as an accurate record. **Resolved.**

4. Unitary Councillor Report: None.

5. Public Participation: A member of the Arbor Tree group informed Council that there was now some interest in keeping the annual Arbor Day going. It appeared that there was enough interest to form a new organising committee soon. The new committee would decide on whether to financially contribute to the tree enclosure improvements. The Chairman gave the member of the public a brief summary of the recent councillor site meeting, outlining some ideas for the enclosure.

6. Aston Green: Mr J Champion was invited to speak to Council about the Reed Bed and Aston Green. He issued briefing notes and summarised the Doorstep Green project (ADGAD). He highlighted some management issues such as cleaning out silt traps and partial vegetation clearance; discussed additional filtration further along, and management of Aston Green trees – thinning, crown lifting, pruning, and replanting of those lost. He also circulated a suggested text for the reed bed information plaque, which Council **approved**. A discussion followed on the various suggestions and recommendations. Councillors expressed their thanks for Mr Champion's presentation and commitment, and were grateful for his guidance and experience. It was suggested that a long-term Task & Finish Group could be formed to organise the work, following appropriate planning and sequencing of tasks. Councillors **agreed**, and expressed the hope that Mr Champion would be willing to lead it as he has the experience and knowledge. **Resolved.**

7. Updates on matters from previous minutes / Clerk's report: The Clerk reported that the young member of the public litter picking for his D of E award had received Council's letter of thanks; Council's letter of thanks had been sent to the outgoing internal auditor; and Vision ICT had been informed that Council would not be taking up the offer of a special webpage for 'Menai and Forth Bridge' protocols (deaths of members of the Royal Family other than the Sovereign).

8. Planning: A new application, for tree works in the Aston on Clun Conservation Area, had been received before the meeting but too late to appear on the agenda. The Clerk had asked for a time extension so it could be considered at the August council meeting.

Enforcement 18/06112/ENF, Tadymor Farm Hopesay; ongoing; no further news.

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9. Review of Polling Stations: Council agreed that its response would be ‘fully accessible, perfectly suitable, no alternative options’. **Resolved.**

10. Chairman’s Report on APM: Council discussed the Chairman’s report on views expressed and issues arising from the Annual Parish Meeting. It was **agreed** to publish the report on Council’s website and notice boards, and to have printed copies available to give to parishioners at the September Craft Fair. **Resolved.**

11. Annual Reviews: Council reviewed its Complaints Policy / Procedure, Bullying and Harassment Policy, and Publication Scheme. Council agreed that personal names and contact details should be replaced by signposts to Council’s website but the policies needed no other revisions. **Resolved.**

12. Assets Register: Council agreed that the old push rotary mower and the old fuel cans were scrap and should be removed from the Asset Register. This; management of Aston Green trees, and the suggested reed bed information plaque (both discussed at item 6), addressed Cllr Loynes’ recommendations in his report on Aston Green assets (see April minutes). **Resolved.**

13. Arbor Tree & enclosure: Councillors had previously seen the Chairman’s notes following the site meeting at the tree enclosure. The recommendations listed in the document were **agreed**. The next step was to obtain costings in time for Council’s community engagement stall at the September craft fair. It was suggested that the new Arbor Tree Committee might like to obtain costings for benches, there being a significant difference between the cost of recycled plastic outdoor furniture and English oak outdoor furniture. **Resolved.**

14. Correspondence: items included the Playing Fields Association’s ‘Freedom to Move’ strategy document, information about funding streams, a Shropshire Council ‘Local Plan Review Strategic Sites’ consultation, a Highways briefing note, and various temporary road closures.

15. Finance: A bank reconciliation to 30th June was tabled. There were no unexplained variances. An updated 2019/20 budget spreadsheet had been circulated incorporating the minor increase agreed at the May meeting.

A budget monitoring report to the 1st quarter had been previously circulated to councillors for scrutiny. The document was studied, and Council **agreed** with the RFO that nothing was untoward.

INVOICES to PAY:

Voucher	Name	for	Budget (from)	£
19	TP Jones & Co LLP	Payroll services 1 st quarter	Office admin 44.25	53.10 inc VAT 8.85
20	Meg Gwilliam	Net salary, & home working expenses allowance: <i>standing order</i>	Salary 411.72 Office admin 18.00	429.72
21	HMRC	PAYE tax on salary	Salary tax	62.60
22	Ditton Services	Grass cutting monthly instalment: <i>standing order</i>	Aston Green 203	243.60 inc VAT 40.60

Council authorised payment of invoices. Resolved.

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16. Risk Register rolling review: Council agreed to defer consideration of risks to a future meeting, as there was nothing urgent and reviews were up to date. **Resolved.**

17. Reserves Policy review: Council reviewed its Reserves Policy (no changes required), and approved an updated Summary of Reserves. **Resolved.**

18. Training: Council approved the attendance of the Clerk and two councillors at the SALC website accessibility training event on 30th October 2019, at a cost of £27 per person. **Resolved.**

19. Meetings attended: Cllr Bowers had attended a meeting of the Village Hall Trustees. The hall's insurance had been updated. The Trustees had considered the costs of hedging and lower field topping borne by the parish council and would be making a donation to assist.

It was also reported that the Village Hall Trustees would prefer that the gate to the track was replaced by a new wooden one. Council discussed costs – a wooden gate needed to be quoted for, and Council **agreed** to ask the Village Hall for a contribution towards a replacement gate.

20. Reports of Parishioners and parish issues: During the summer evenings yoga had taken place on Aston Green. Positive feedback from parishioners had been received about the replacement of stiles and gates on footpaths. The work carried out by resident Mr David Evans and other volunteers is much appreciated and the footpaths had been greatly enhanced by it. Council agreed to send a letter of thanks. **Resolved.**

21. Next Meetings: Mondays 19th August, 16th September 2019.

The meeting closed at 8.53pm.

Chairman Signed:

Date: