

# Minutes of Hopesay Parish Council

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Parish Council Meeting Monday 14<sup>th</sup> September 2020, held remotely via ZOOM, 7.30pm

**Present:** Cllrs. R. Loynes, J Cole, I Alebon, J Manifold, T Record (via phone only).

**In attendance:** 2 members of the public.

**Clerk:** Mrs M Gwilliam.

The Chairman introduced the meeting, and summarised procedure for virtual / remote meetings.

**1. Apologies for Absence:** Cllr J Bowers.

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

**3. Minutes of the Parish Council Meetings 20<sup>th</sup> July and 24<sup>th</sup> August 2020:** The minutes were taken separately. The minutes were each approved, and the Chairman was authorised to sign both minutes as accurate records. **Resolved.**

**4. Public Participation:** A member of the public addressed the meeting about the waste bin recently installed on Aston Green. The member of the public had sent a written letter of complaint, and added that the plastic bin might have looked better in wood, and objected to the urbanisation of the area.

**5. Broome flooding drainage measures:** Council discussed the preliminary approach from Shropshire Council's contractor asking if Council would consider allowing the use of its land at Broome crossroads to improve drainage issues there. Council agreed that it did not object in principle but would want to see the detailed proposal before agreeing use of the land.

**6. Planning:** New applications: 20/03308/FUL, Land west of Blacksmiths Cottage, Broome; erection of one dwelling with detached garage. Council **resolved** to object to the application, as previously. (1 abstention, casting vote)

20/03401/TCA, The Malthouse Clun Road Aston, crown reduction by no more than 40% of branch length, subsequent annual / biennial crown reduction back to but not beyond the initial (year 1) pruning points of 1 Willow within Aston On Clun Conservation Area. Council **resolved** to support the application.

20/03087/LBC, Oaker, Aston on Clun, replacement of windows to front elevation, grade 2 listed. Council **resolved** to support the application.

**Granted:** 20/00033/FUL, Proposed residential development NE of Railway Terrace, erection of new dwelling, and sealed cesspit.

**6a. Changes to planning system and Local Plan consultations:** Council agreed that it did not have sufficient time or enough detailed information to respond to the consultations. Furthermore, it was felt that changes to the planning system could impact on the draft Local Plan.

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

**8. Updates on matters from previous minutes / Clerk's report:** Mr Marston has been sent a thank you letter for his generous assistance with the Arbor Tree seating. The National Trust has informed Hopesay Parish Council that long horn cattle will be grazing Hopesay Hill.

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**9. Arbor Tree and enclosure:** Mr P Sweetland, who was project managing the enclosure improvements, informed Council that the flagpoles had now been galvanised, and would be fitted shortly. The bracing would be checked to ensure the structure was stable and strong enough. Tasks remaining: a post project report after the project was completed, and an invoice from Mr James.

Mr Sweetland was thanked for his commitment and time.

**10. Complaint:** Council discussed the letter of complaint. Councillors carefully considered the matter and generally thought that having the waste bin at Aston Green was a good move, and it eased pressure on the community shop bin, but agreed that Council should apologise to the complainant for not re-consulting on the matter. Council had received favourable feedback about the bin, but when an Annual Parish Meeting could again be held, Council would actively seek the views of parishioners.

**11. Aston Green:** The Chairman summarised the quotes for a topographic survey at Aston Green. Councillors discussed the survey and, following the Chairman's explanation showing why a survey would be useful for years to come, agreed that the survey would be helpful. The Green was a major asset and justified the expenditure, which in any case was far less than had been expected.

**Council resolved to engage Battlefield Land Surveys Ltd to carry out the topographic survey** as their price was competitive and they had supplied great detail and supporting documentation.

**12. Local Issues:** Council discussed the limited visibility when pulling out of the Beambridge junction. Shropshire Council had responded negatively to the Clerk's request to move the 30mph limit to include the junction, but had said that they would review the signage there.

Landowner signage on some gates in the parish had been removed by persons unknown. The matter was outside of Council's remit.

Japanese knotweed along the Edgton road: Shropshire Council had confirmed that the land in question did not belong to them. The Clerk would ask the Edgton Clerk if the landowner of the adjacent field knew who owned the land in question.

**13. Grants:** Council deferred this item to October's meeting.

**14. Report:** Council deferred this item to October's meeting.

**15. Parish Plan:** Council deferred this item to October's meeting.

**16. Correspondence:** including Fire and Rescue Integrated Risk Management Plan.

Various temporary road closures including: Aston to Longmeadow End & Craven Arms to Park Lane junction, night works, 14-18 Sept; Long Lane crossing 27th Sept 1pm – 8pm; Clun road Longmeadow End 6th October; Mill Street Aston on Clun circa 16th October; Broome junction to Rowton 26th - 28th October.

**17. Zoom annual subscription:** Council **resolved** to purchase the Zoom annual subscription at a discounted offer price.

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At this point, IT connection issues intermittently caused minor interruptions to the meeting.

**18. Finance:** Bank reconciliations for July & August had been circulated. There were no unexplained variances.

AGAR/ Public Right to Inspect Accounts: The public's right to inspect the accounts period (Monday 29<sup>th</sup> June - Friday 7<sup>th</sup> August), had closed. Notice of the Public's Right to Inspect, and all other required information, published on the website by Thursday 25<sup>th</sup> June, remained on the website.

## **INVOICES to PAY:**

Between meetings, cheque 100669 for £180 (voucher 32 below) was issued to Jerry Ross, Arboricultural Consultant, for his visit to the Arbor Tree to assess the sap leak.

At the August meeting, Council **authorised** payment to R Loynes for August Zoom monthly fee (voucher 33, cheque 100670, £14.39).

Voucher	Name	for	Budget (from)	£amount	Cheque
32	Jerry Ross	Arbor Tree Arboricultural inspection	Arbor Tree maintenance	180	100669
34	Meg Gwilliam	Net salary, & home working expenses allowance AUG	Salary 423.65 Office admin 26.00	449.65	SO
35	HMRC	PAYE tax on salary AUG	Salary tax	72.60	100671
36	Ditton Services	Grass cutting monthly instalment AUG	Aston Green 203	243.60 (VAT 40.60)	SO
37	Meg Gwilliam	Net salary, & home working expenses allowance SEPT	Salary 423.65 Office admin 26.00	449.65	SO
38	HMRC	PAYE tax on salary SEPT	Salary tax	72.60	100672
39	R Loynes	Zoom monthly subscription September	Publicity & comms 11.99	14.39 inc 2.40 VAT	100673
40	Meg Gwilliam	Expenses - stamps	Office admin	16.92	100674
41	Ditton Services	Grass cutting monthly instalment September	Aston Green 203	243.60 (VAT 40.60)	SO

**Council accepted the Finance Report, and authorised the lists of payments. Resolved.**

Cllr Alebon who was experiencing difficulty with his Zoom connection, left the meeting at this point due to the issues.

**19. Risk Register rolling review:** Cllr Manifold informed the meeting that because of the IT problems at tonight's meeting, risks 9 (shortage of councillors) and 10 (GDPR compliance) would be reviewed at the next meeting.

**20. Newsletter:** Council deferred this item to October's meeting.

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**21. Training:** Council authorised expenditure of remote attendance of Cllr Loynes at NALC's Planning for the Future 18<sup>th</sup> September at £38.93p, SALC's Developing a Community Strategy 15<sup>th</sup> October at £20.00p, and Cllr Loynes and the Clerk at SALC's Risk Assessments 12<sup>th</sup> November at £30.00p each. (£118.93 total). **Resolved.**

**22. Meetings attended:** None.

**23. Reports of Parishioners and parish issues:** The new soakaway for the Village Hall would be an October agenda item.

**24 Next Meeting:** Monday 12<sup>th</sup> October 2020.

**25. To Exclude Members of the Press and Public:** Council **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 involves the likely disclosure of exempt information as defined in the Acts.

**26. NJC Pay Award:** Council adopted the NJC national pay award and the new NJC pay scales, back dated to 1<sup>st</sup> April 2020. **Resolved.** Council **authorised** the amending of the Standing Order for the Clerk, by countersigned letter to Barclays Bank.

The meeting closed at 9.15pm.

Chairman Signed:

Date: .....