

# Sheriffhales Parish Council

*Including the communities of Sheriffhales, Lilyhurst, Burlington, Crackley Bank, Heath Hill, Weston Heath, Redhill, Chadwell and Lilleshall Hall.*

## Minutes of Parish Council Meeting

held in the Village Hall, Sheriffhales  
on the 08<sup>th</sup> March 2018 at 7.30pm.

---

---

<b>Present:</b>	Cllrs: Dr A MacWhannell (Chairman); Mr J Horne; Mr N Pulker and Mr G Tonkinson;
<b>In attendance:</b>	Graham Bould – Locum Clerk, Jenny Cree – Clerk.

18/18 **PUBLIC PARTICIPATION SESSION.**

No Parishioners were in attendance before the Chairman moved to the next item of business members agreed that a limit of three minutes be allowed for any Parishioner attending and wanting to speak but only on items pertinent to the agenda. As the Parish Councils standing orders are 'silent' on this subject they would need to be amended at the appropriate time to reflect this amendment.

19/18 **CHAIRMAN'S WELCOME AND ANNOUNCEMENTS.**

Cllr Dr A MacWhannell formally welcomed members to the meeting, and introduced the new Clerk to the Parish Council Jenny Cree. The Locum and Clerk would run in tandem with a formal handover on the 15<sup>th</sup> March 2018. Members duly welcomed Jenny Cree as the new Clerk and Financial Officer to the Parish Council and thanked Graham Bould the Locum Clerk for his work with the Parish Council.

20/18 **APOLOGIES.**

Councillors Mr J Bubb; Mr N Edwards; Mr P Green; & Mr J Webb (prior engagements) and Mr K Turley (accident) agreed.

21/18 **DISCLOSABLE PECUNIARY INTERESTS.**

They will be annotated at the relevant item in the minutes.

22/18 **DISPENSATION –** To consider any requests from Members for dispensation (requests for dispensation should be in writing and addressed to the Chair (and/or) Clerk prior to the meeting). No requests had been received

23/18 **CORRESPONDENCE RECEIVED** - Chairman / Clerk to bring to councillors attention correspondence received from members of public

**a. Closed Church Yard:**

The Chairman is in the process of clarifying with Shropshire Council the correct people to discuss the situation of the closed Church yard with including access.

**b. Social Prescribing:**

Some recent email correspondence has highlighted the benefits of social prescribing. In view of the demographics within the Parish and being served by two GP surgeries members agreed with the Chairman that an enquiry be made via Shropshire's Public Health and Social Care about how such a programme could benefit the area.

**c. Airband:**

This service contract is being developed across Shropshire areas with very poor reception via a wireless system. Members noted the service and in doing so referenced Ben Walker from Connecting Shropshire.

**d. Grass cutting contract:**

The Parish Council have received various pieces of recent correspondence in terms of the grass cutting contract on the playing field. Cllr J Horne PROPOSED and Cllr

G Tonkinson **SECONDED** and all members **AGREED** that three quotes be invited from local contractors for a cuts between April and September with an option for additional cuts if required.

- 24/18 **MINUTES** - To approve and sign the minutes dated 01<sup>st</sup> February 2018 and to receive the notes/actions from the finance workshop of the 07<sup>th</sup> February 2018. It was **PROPOSED** by Cllr Dr A MacWhannell to accept minutes dated 09<sup>th</sup> November 2017 and 04<sup>th</sup> December 2017. Cllr G Tonkinson **SECONDED**, and all members **AGREED**. Subject to two amendments at minute 5/18/d to read 'vehicles' and 8/18/c to include reference to the 'A5'. Copies have been placed in the minute book.

25/18 **MATTERS ARISING NOT ON THE AGENDA.**

**a. Church Lane verges:**

The verges in Church Lane have become a significant community concern within the Village because of their deterioration. The Chairman is waiting on a response from Shropshire Highways in order to move the matter forward.

**b. Highway improvements within the Village:**

Members present had the opportunity to view the display of large plans received from Shropshire. Concerns and fears of how the improvements would work in practice had not abated. Cllr N Pulker **PROPOSED** and Cllr J Horne **SECONDED**, and members **AGREED** that Cllr G Tonkinson collects and feeds in those concerns to the next Parish Council meeting.

**c. AED/first aid training:**

This item remained work in progress and would be carried forward.

**d. Woodcote Quarry Site:**

The decision of Shropshire Council Southern Area Planning Committee has been to grant planning permission for the applications at Woodcote Wood, Weston Heath. Although several members attending the Southern Area Planning Committee voiced strong objections to the applications particularly on highway grounds. Cllr N Pulker **PROPOSED** and Cllr J Horne **SECONDED**, and members **AGREED** that a formal letter be published for the record highlighting the concerns.

**e. Village Hall car park lights:**

The subject of the responsibility of the lights on the Village Hall car park has still not been clarified although the Chairman had raised the issue with Shropshire Council. If indeed the lights are the responsibility of the Parish Council they should be on their assets register and be reflected within their insurance documentation and become wholly the responsibility of the Parish Council. If they are in the ownership of the Village Hall members agreed that the best way to approach the issue could be to grant aid the Village Hall for the service activity provided on the car park. In light of the uncertainty members agree to carry the item forward.

**f. Overhanging trees - playing field:**

This item split into two areas of discussion, the first related to the overhanging trees and who's responsibility they are in terms of the ownership of the hedge, once ownership had been established works could be apportioned. As the site had been purchased from Shropshire the ownership deeds should provide some guidance in terms of ownership/liability. The second area is the whole management of the site and the duty of care the Parish Council know has to exercise. Cllr Dr A MacWhannell **PROPOSED** and Cllr J Horne **SECONDED**, and members **AGREED** that the new Clerk undertakes this piece of work as a matter of urgency and reports back to the next Parish Council meeting.

**g. Financial strategy from the workshop**

Members agreed that the financial accounting systems needed to be easier to follow. Cllr Dr A MacWhannell **PROPOSED** and Cllr J Horne **SECONDED**, and members **AGREED** that the new Clerk overhaul the systems for 18/19.

**h. Road Safety B4379 Heath Hill:**

This item to form an agenda item at the next meeting in view of additional correspondence recently received.

26/18 **PLANNING APPLICATIONS**

Members agreed that hard copy planning applications would be made available fifteen minutes before the start of any Parish Council meeting for members to view; but **not for viewing and reading** at the point on the agenda applications are discussed.

**Reference:** 18/00484/FUL: (validated 12/02/18) Heath Acre, Heath Hill, Sheriffhales. TF11 8RR. Erection of a two storey extension. (Applicant Mr & Mrs Walker). **No Objections raised.**

**Reference:** 18/00570/FUL: (validated 12/02/18) Common Farm Sheriffhales. TF11 8SA. Erection of an extension to the dwelling and associated alterations. (Applicant JW & JB Bubb). **No Objections raised.**

**Reference:** 18/00877/FUL & 18/00878/LBC (validated 27/02/18: received after the preparation of the agenda) Village Farm Lodge, Sheriffhales. TF11 8RD. Conversion of outbuildings (five short let units) to one dwelling to include insertion of doors/windows (Applicant Mr T Darrall)

**Whilst members have no objections to conversations the size and scale of the proposed new dwelling is of concern and would be out of keeping. It was PROPOSED by Cllr Dr A MacWhannell and Cllr G Tonkinson SECONDED, and all members AGREED; that they would support the units being converted into open market accommodation for older and disabled Parishioners wanting to down size for which the applicant should test for need locally.**

27/18 **FINANCE**

Councillors to note, approve and sign off *the following*:

a) *Cheque payments*

It was **RESOLVED** to approve three items listed below for payment, but to withhold cheque 1205 until the quality of the works had been inspected via a site visit.

Chq No.	PAYEE	Description	Amount
1205	Perennial Landscapes	Path clearance (+VAT)	£2,160.00
1206	St Mary's Church	Room hire	£ 80.00
1207	St Mary's Church	Room hire	£ 50.00

b) *Reconciliation and Bank Statements for the months of November 2017 & February 2018 signed and agreed.*

c) *Receipts and payments for the months of November 2017 & February 2018 signed and agreed*

d) *Confirmed Internal auditor for 17/18 as Account Ability (Derrick Rigby)*

28/18 **TO AGREE A SCHEDULE OF MEETING FOR THE PERIOD OF 2018/19**

The following dates were agreed: 10/5/18 (includes APM meeting at 7pm), 19/07/18, 13/09/18, 08/11/18, 10/01/19, 14/03/19, 16/05/19 (includes APM meeting at 7pm), 11/07/19, 12/09/19 & 07/11/19.

29/18 **DATE OF NEXT MEETING** Thurs 10<sup>TH</sup> May 2018, 7.00pm, Sheriffhales Village Hall (includes the APM at 7pm)

30/18 **The Parish Council resolved that in pursuant to the Public Bodies (Admission to meetings Act 1960, as amended by S.100 LGA 1972) that the press and public be asked to leave the meeting in view of the confidential nature of the remaining items of business to be transacted, which include discussion on employment matters.**

Resolved: that a Salary Scale of point 36 pro rota be offered to the new Clerk subject to confirmation of existing salary scale and no pension contribution in writing.

The Chairman declared the meeting closed at 9:35PM