

# 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 09th March 2017 at 7.30pm.

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<b>Present:</b>	Cllrs: Mr P Bonsall (Chairman); Mr J Horne; Mrs Janet Jones; Dr A MacWhannell; Mr R Maddocks; Mr N Pulker; Mr Gordon Tonkinson & Mr J Webb
<b>In attendance:</b>	Joanne Fellows – Clerk, Shropshire Councillor – K Turley

01 **CHAIRMAN'S WELCOME AND ANNOUNCEMENTS.**

The Chairman welcomed all present.

02 **APOLOGIES**

None.

03 **DISCLOSABLE PECUNIARY INTERESTS**

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

04 **DISPENSATION**

None received.

05 **PUBLIC PARTICIPATION SESSION**

**Heavy Duty Vehicles**

It has been observed that there are an increased number of heavy duty vehicles coming through Sheriffhales Village. There are 7.5 tonne limit signs and accepting there would be deliveries within the area there still seems an abundance of vehicles. It was identified that satnav's direct vehicles along roads which are not always appropriate.

The Chairman suggested that evidence is key and if possible to take photographs, dates, times and vehicle company names and present to the police or safer roads partnership.

Cllr J Horne said this issue had been raised at LJC meetings many times and the police do not consider this as a matter for them to pursue, safer roads should be able to assist.

Cllr G Tonkinson re-iterated the need for a 20mph speed limit and a pedestrian crossing in the village.

**Dog Grooming parlour and kennels, Crackley Bank**

Concern has been raised with regards to the business that has opened near junction.

The main concern is the restricted access onto this property, which is causing obstructions and an increased risk of an accident at the Crackley Bank cross roads. This is already a dangerous junction. There have also been instances of vehicles parking on the grass verge by the property.

So far this is a new business, however when dogs have been staying in the kennels there have been instances of them barking throughout the night which is disturbing local residents. This will only get worse now that more kennels have been constructed and the kennels get busier. Only this week a dog had got loose and was on the road.

It is also believed that the owners / managers are living in the garage which is questioned if there is planning permission for.

Shropshire Councillor K Turley confirmed this is on the agenda for Shifnal Town meeting next week as a retrospective planning application has been received.

Cllr G Tonkinson said the junction is already dangerous and causing concern and now this had added to issue. There are aerial photos which show the development has grown and will be reviewed as part of the retrospective planning application with Shifnal Town council.

#### **A41 Woodcote Corner**

Shropshire Cllr K Turley has observed that it appears that clearing work is being undertaken at Woodcote Corner, plants have been cut back. It appears that there could potentially be work due to start at quarry site and it was asked for the council to remain vigilant.

#### **Bin**

Mr P Young asked for the council to consider purchasing a wheelie bin for outside the cemetery. Cllr J Horne suggested getting a quote and being mindful that we may be charged commercial rate. **ACTION** clerk to get quote and feedback to councillors.

#### **Notice Board – Heath Hill**

Mr S Garbett asked the council to consider placing a notice board at Heath Hill. **ACTION** clerk to get further information.

#### **Parish Council Champion**

Mr S Garbett asked if any councillor would support the church and act as a liaison with Shropshire County Council with regards to matters such as footpaths and maintenance around churchyard. The council **AGREED** that not one particular councillor would be nominated but the council as a whole would be a "Champion". It was requested that when support is required to pass details onto the clerk who can then circulate to councillors and respond accordingly.

#### **Blacksmith's House**

Cllr J Horne declared possible interest.

Mr P Young has noticed a rapid deterioration in property.

- 06 **MINUTES** - To approve and sign the minutes dated 12<sup>th</sup> January 2017 and extra meeting held 02<sup>nd</sup> February 2017  
The minutes were accepted as a true and accurate record subject to the following correction being made, date should read 12<sup>th</sup> January, 2017.

Copies have been placed in minute book.

- 07 **MATTERS ARISING**  
Cllr G Tonkinson has some very small trees and shrubs if anyone is interested in having some please ask him.

- 08 **SCOPE OF WORK QUOTATIONS REVIEW**  
Councillors reviewed quotes received and it was **PROPOSED** by Cllr N Pulker to appoint Alan Harding for the grass cutting contract and A&B Landscaping for the footpath works, Cllr A MacWhannell **SECONDED**, all **AGREED**.  
The clerk will contact contractors.

- 09 **PARISH MAGAZINE**  
The council have received a request from the parish magazine for a donation towards printing costs for a Christmas card competition they would like to run to raise funds for the church. Cllr N Pulker **PROPOSED** a donation of £100, Cllr J Jones **SECONDED**, all **AGREED**.

- 10 **CRUCIAL CREW**  
The clerk has received a donation request from Crucial Crew for funding for a summer activity for 9 children from Sheriffhales primary school.  
It was **PROPOSED** by Councillor Tonkinson, **SECONDED** by Councillor Jones to make donation.  
**RESOLVED** that the Council agreed to donate £90 to Crucial Crew to support their work in line with previous years.

- 11 **CRACKLEY BANK LETTER**  
Shifnal Town Council will be reviewing retrospective planning application next week, Cllr J Horne will advise Shifnal Council of Sheriffhales Parish Council concerns.  
Cllr G Tonkinson **PROPOSED** that we lodge strong objection to planning application, stating the concerns of traffic, noise and possible occupation of garage. All **AGREED**.

Reference	Applicant	Address
17/00557/FUL	Mr & Mrs S Western -The Dingle	The Dingle, 46A Church Lane, Sheriffhales, Shifnal, Shropshire, TF11 8RD
Description		
Erection of single storey rear extensions; extension of main roof over garage and elevational alterations		
Parish Council Decision		
No objection		

Reference	Applicant	Address
17/00582/FUL	Mr B Foskett - Burlington House	Westridge, Burlington, Sheriffhales, Shropshire, TF11 8JE
Description		
Erection of single storey infill glazed extension; conversion of outbuilding to form residential		
Parish Council Decision		
No overall objection – however clarification over plans meeting planning regulations requested for review.		

Reference	Applicant	Address
17/00577/FUL	Mr & Mrs M Heath - Armistice, Sheriffhales Drive	Armistice, Sheriffhales Drive, Sheriffhales, Shropshire, TF11 8QX
Description		
Erection of a replacement dwelling		
Parish Council Decision		
No Objection		

Reference	Applicant	Address
17/00755/FUL	Amberleigh Care Ltd (Mr Stuart Lawless, The Oaks, Redhill	Amberleigh Care Ltd, The Oaks, Redhill, Shifnal, Sheriffhales, Shropshire, TF2 9NZ
Description		
Erection of single storey extension to create laundry facility		
Parish Council Decision		
No objection		

Cllr J Webb asked if there was anything further that could be done with regards to the response from the planning team about the container at Burlington Pool. Cllr K Turley asked for a copy of response and he will make enquiries.

13 **PLANNING APPLICATIONS DECISIONS – For Information only**

REFERENCE	ADDRESS	DESCRIPTION	DECISION	DATED
16/05530/FUL	Littlehales House, Littlehales Road, Sheriffhales, TF10 9AW	Erection of an agricultural equipment store	Grant Permission	26/01/17
16/04832/FUL	Rural Workers Dwelling At Redhill Stud, Crackleybank	Erection of 1No Rural Workers Dwelling	Refuse	20/02/17
16/05417/FUL	Burlington House, Marsh Road, Sheriffhales, TF11 8JE	Erection of single storey rear extension and replacement garage	Grant Permission	23/02/17

14 **AUTOMATED EXTERNAL DEFIBRILLATOR (AED)**

The clerk is now in possession of the AED.

Cllr G Tonkinson will put a peg where the AED should be sited.

Cllr J Webb will speak with electrician / contractor with regards to work involved.

Training has been organised for the 12<sup>th</sup> April 2017, the uptake has been low but it was suggested to advise the school of the date and they should be able to put in their newsletter. Also a notice will be placed on the notice boards. Details are on the parish council website.

15 **BATTLE'S OVER – NATIONAL TRIBUTE**

In commemoration and remembrance of the end of the war and the many millions who were killed or came home dreadfully wounded, a chain of 1,000 beacons will be lit throughout the United Kingdom, Channel Islands, Isle of Man and UK Overseas Territories at 7pm on the 11th November 2018 – a century after the guns fell silent. It was **AGREED** that the parish council would get involved in some manner, details to be discussed at later date.

16 **FINANCE – To approve and sign the following:**

a) *Cheque payments*

Chq No.	PAYEE	Description	Amount
1157	Shropshire Council	ROSPA inspection	£84.00
1158	SALC	CiLCA training	£60.00
1159	Sheriffhales Village Hall	Hall Hire	£168.75
1160	Joanne Fellows	Expenses, WFH	£91.94
1161	Joanne Fellows	Salary +SaCREC	£536.91
1162	HMRC	Employee tax	£196.80
1163	SADS UK	AED	£335.00
1164	Physio Control	AED Cabinet	£780.00
1165	British District Crime Prevention	Crucial Crew donation – as agreed item 10	£90.00

b) *Reconciliation and Bank Statements for the months of December 2016 & January 2017.*

c) *Receipts and payments for the month of December 2016 & January 2017.*

d) *Income SACREC £908.22 – covering clerk time plus admin expenses*

17 **APPOINTMENT OF INTERNAL AUDITOR**

Having reviewed expressions of interest it was **PROPOSED** by Cllr J Horne to appoint Derrick Rigby who has undertaken audit for a number of years, Cllr R Maddocks **SECONDED**, all **AGREED**.

18 **ROAD SAFETY**

Cllr R Maddocks has observed that the roads in general are worsening and in a bad state of dis-repair. It was agreed to defer to next meeting.

The Chairman readout an email dated 03<sup>rd</sup> March from A Dilly with regards to parish council comments about road safety in Sheriffhales. Cllr G Tonkinson is concerned that tractors and

buses will find the road too narrow. **ACTION** the clerk will ask for a copy of the latest drawing and put a copy on website and notice boards.

It was suggested that the parish council invite Traffic Engineer – Graham Downes to meet with councillors and re-iterate concerns over Crackley Bank and any other road safety issues. The clerk will liaise with Shifnal Town Council with regards to any meetings arranged.

19 **NEIGHBOURHOOD PLAN**

Cllr A MacWhannell agreed that he would lead on the Neighbourhood plan but would need support as the amount of work is considerable. It was decided to await new council to be appointed and then look at forming a sub-committee to undertake project.

20 **PLAYGROUND EQUIPMENT**

- Update on planned work  
Work on refreshing the playground has started this week.
- ROSPA inspection  
It was **AGREED** to appoint Shropshire County Council to arrange inspection to be undertaken in the summer.

21 **ENVIRONMENTAL MAINTENANCE GRANTS PROGRAMME 2017/18**

Applications are being sought for grant. In 2016/17 the parish council received £1,155. However this forthcoming year there are a number of projects being undertaken such as works to the footpaths and play area. It was **DECIDED** to apply for the maximum £3,000. **ACTION** clerk to submit application.

22 **SMELL IN THE VILLAGE**

A record of incidents has been kept by the clerk (copy tabled at meeting). The smell still persists and councillors are being regularly approached with regards to the matter. It was **AGREED** that an article will be placed in the parish magazine to gauge how widespread the issue is. An update will be given to the Environmental team.

23 **DELEGATES REPORTS**

**The Chairman has received two letters**

- A request for a donation to Tong Parish Council.  
The Chairman read out the request. It was **AGREED** not to make a donation as funds are committed for our parishioners. The clerk will respond and suggest that they approach the V-Festival promoters for a contribution.
- Village Hall extension  
The Chairman read out a letter he had received regarding concerns over the village hall extension. It was **AGREED** that this should be forwarded to the village hall committee for their consideration.

24 **ELECTIONS**

Nomination / information packs were tabled at meeting. It was noted that completed forms cannot be posted back to Elections team but must be taken in person or nominated representative.

Notices of Elections will be displayed on notice boards / website.

25 **DATE OF NEXT MEETING**

ANNUAL MEETING - Thursday 13<sup>th</sup> April, 2017 at 7.30PM, Sheriffhales Village Hall  
Annual Parish Meeting – Thursday 11<sup>th</sup> May 2017 at 7.30PM, Sheriffhales Village Hall

26 **CLOSED SESSION**

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the appraisal feedback of clerk.

- a) Appraisal review took place 09<sup>th</sup> February. A good performance was recorded.
- b) Pay Award following appraisal. When the clerk started in post she was placed on the minimum grading however given performance and re-evaluation of skills it was **AGREED** that with effect from the 01<sup>st</sup> March 2017

the clerk would be placed on scale point 23, £10.944 per hour, rising to £11.053 ph - April 2017 in accordance with the National Joint Council for Local Government services (NJC) payscales. A cheque will be raised after meeting to ensure it goes into this year's accounts.

- c) The current hours were reviewed and given the job specification has changed with website maintenance etc the hours were increased from 23.5 hours per month to 25 hours.
- d) The Councillors announced to the clerk their **AGREEMENT** of a bonus of £250 - The bonus reflects the hard work enacted over the past year. The clerk thanked all councillors.

The Chairman declared the meeting closed at 10:05PM