

Sheriffhales Parish Council

*Including the communities of Sheriffhales, Lilyhurst, Burlington, Heath Hill,
Weston Heath, Redhill and Chadwell*

Minutes of a the Parish Council Meeting held in Sheriffhales Village Hall on the 10th November 2016 at 7.30pm.

Present:	Cllrs: Mr Peter Bonsall (Chairman); Mr J Horne, Mrs Janet Jones; Dr A MacWhannell, Mr R Maddocks, Mr N Pulker, Mr Gordon Tonkinson & Mr J Webb.
In attendance:	Joanne Fellows – Clerk, Cllr Kevin Turley - Shropshire Council Shropshire

01/NOV/16 **CHAIRMAN'S WELCOME AND ANNOUNCEMENTS.**
Cllr Bonsall welcomed all present

02/NOV /16 **APOLOGIES**
Cllr A Jackson – illness
Cllr R Maddocks joined the meeting 8:35PM

03/ NOV /16 **DISCLOSABLE PECUNIARY INTERESTS**
It is noted that Cllr J Horne and Cllr K Turley are brothers in law.

04/ NOV /16 **DISPENSATION –**
There were no dispensations.

05/ NOV /16 **PUBLIC PARTICIPATION SESSION**
Village Hall extension
Mr P Kind confirmed that the planning application for the village hall extension has been submitted to Shropshire County Council. He asked the council for confirmation of when the agreed contribution of £5,000 from the parish council would be handed over. The Chairman confirmed that payment will be made upon commencement of work. Cllr J Webb commented that the planning application does not show great detail of proposed work. Mr P Kind said that drawings were available for the proposal.

Playing Field Trees

Mr P Kind asked what progress had been made to cutting back trees that border his land and are currently obscuring the light to his property. Cllr J Horne confirmed that he has made an assessment for scope of works to be undertaken for tidying the playing field boundary. Mr Kind asked if Cllr J Horne would consult with him before finalising the scope of work before it goes out to tender. Cllr J Horne agreed and will have scope drawn up so that quotes can be submitted before January meeting.

Smell in the village

Mrs R Garrett raised the issue of the smell in the village and how it is affecting herself and her neighbour. The Chairman confirmed that the Parish Council have been liaising with Environmental Health and have been advised to keep a diary of when incidents occur. It was advised that each resident affected by the smell to keep a diary of when it is noticeable and its severity and email the clerk details monthly. Also it would be useful for the clerk to know the residents address so that location of source maybe identifiable.

Notice Boards

Mr S Garbett had informed the clerk that the key to the notice board at the top of Church Lane had gone missing. This matter has now been resolved as the key was located. Cllr N Pulker has had spare keys cut which the clerk has been given one. Mr S Garbett asked the councillors to consider placing a notice board at Heath Hill. Cllr P Bonsall **AGREED** to add it to a future meeting for discussion.

Footpaths

Mr P Young commented that the contractor employed to undertake job has done so satisfactorily. Cllr G Tonkinson commented that whilst the work undertaken has solved the immediate problem there is still more work to be undertaken to bring the footpaths back to a good standard.

BT Box

A couple of residents have complained that a BT box has been installed in front of road signage by the Pinfold. **ACTION** the clerk to contact the highways team and ask for the sign to be re-located.

Christmas Lights

Peter Young said that the Christmas lights are being prepared in readiness to switch on later this month. A control box is being installed to gauge accurate electrical usage, this will cost £30 and will be funded from public funds not the parish council.

Integrated Community Management

Cllr K Turley - Mark Seabright (Public Protection Officer) had been in contact asking if he can make a presentation to the parish council. It is looking at working with all areas of the council to tackle anti-social behaviour and resources available. Cllr P Bonsall has no objection and will look at fitting in a slot at future meeting.

06/ NOV /16 **MINUTES**

The minutes from meetings held 08th September, 2016 and 13th October, 2016 were signed as a true record. Copies have been placed in the minute book.

07/ NOV /16 **MATTERS ARISING**

Extra-ordinary meeting

Cllr G Tonkinson asked for clarification as to whether the meeting held 13th October should be classed as an Extra-ordinary meeting rather than being classified as a planning meeting. Cllr P Bonsall confirmed the naming convention should be Extra-ordinary as it is an open parish council meeting rather than a planning committee meeting.

Hedge at Burlington

Cllr J Webb has been making further enquiries about the hedge at Burlington and getting it cut back before spring. The clerk has contacted Alice Dilly with regards to arranging a meeting between her, the tenant, agent and a parish councillor so hopefully works can be agreed and undertaken as soon as possible. Cllr G Tonkinson commented that Shropshire Council have been made aware on numerous occasions about visibility issues in this location.

Neighbourhood Plan

Cllr G Tonkinson submitted letter to clerk expressing that with regret he does not feel able to commit the time to manage and undertake work on the neighbourhood plan but is willing to help where he can. The Chairman accepted and will look at nominating another councillor.

08/ NOV /16 **CHURCH LANE PARKING**

The Parish Council have received a complaint about parking at the top of Church Lane near the junction. Cllr G Tonkinson declared an interest in this discussion this is near his son's property and some contractors have parked on road when work was being undertaken. Cllr Tonkinson has been made aware of problem and there is the

intension to get a parking space and get the car off the road.

Signs

Cllr J Jones raised the fact that signs for the village hall are not very visible. The Chairman deferred to a future meeting.

Verges

The verges in Church Lane near the church are susceptible to erosion. The banks get knocked by the cars and the rain water washes the soil down into the gulleys, which then blocks drains. **ACTION** clerk to contact Shropshire County Council and highlight issues.

Drain B4279

Cllr G Tonkinson highlighted the fact that the drain at the top of Church Lane on the B4279 gets regularly blocked. Cllr J Horne suggested that Highways and Severn Trent need to flush the drain and undertake a full survey. Cllr K Turley will provide the clerk with contact details.

09/ NOV /16 **FIELD IN TRUST APPLICATION**

The Parish Council have applied to classify the playing field as a "Field in Trust", To have the field in trust status protects the land and the outdoor space is safeguarded from future development. Application documentation signed at meeting by the Chair and Vice Chair.

10/ NOV /16 **PLAYING FIELD**

Two quotes have been received with regards to refreshing the playing equipment on the playing field in line with recommendations following the play ground inspection. The Chair read out the two quotes and scope of work quoted for the councillors to consider. It was **AGREED** that following confirmation of insurance cover to offer the work to Paul Butter. **ACTION** The Chair volunteered to speak with contractor and confirm requirements.

11/ NOV /16 **COMMUNITY ALLOTMENT**

The clerk notified the parish council there have been 5 expressions of interest for an allotment. It was **AGREED** to defer matter until more expressions of interest have been received.

12/ NOV /16 **PLANNING APPLICATIONS –**

Reference	Applicant	Address
16/04411/FUL	Mr D Stanworth	Dwelling North Of Redhill Garage, Redhill, Shifnal, Shropshire
Description		
Refurbishment and conversion of redundant building to form dwelling		
<u>DECISION</u> Concerns were raised over knotweed being present on development also about the drainage / sewerage. It was PROPOSED by Cllr G Tonkinson to record that the parish council no objection overall subject to the knotweed and drainage issues being addressed. Cllr J Horne SECONDED , all AGREED .		

Reference	Applicant	Address
16/04832/FUL	Ms Stacey Hancock	Proposed Rural Workers Dwelling At Redhill Stud
Description		
Erection of 1No Rural Workers Dwelling		
<u>DECISION</u> No objection recorded.		

13/ NOV /16 PLANNING APPLICATIONS DECISIONS –

Councillors acknowledged the following decisions:

REFERENCE	ADDRESS	DESCRIPTION	DECISION	DATED
16/03583/FUL	Park Lodge , Lilleshall Hall Drive, Lilleshall	Installation of oil tank on existing concrete base	Grant Permission	17/10/16
16/03584/LBC	Park Lodge , Lilleshall Hall Drive, Lilleshall	Listed Building consent for the installation of oil tank on existing concrete base	Grant Permission	17/10/16
16/03955/TCA	The Old Smithy, The Rock, Sheriffhales, Shifnal, Shropshire, TF11 8RA	To fell 2No Yew Trees, 6No Sycamore Trees, 4No Elm/Sycamore Trees and remove 2No large limbs of 1No Oak Tree	no objection	17/10/16

14/ NOV /16 **SMELL IN VILLAGE**
Discussed at 05/NOV/16 on the agenda.

15/ NOV /16 **PUBLIC PAYPHONE REMOVAL**
On the 21st October the parish council received a formal letter of consultation and associated documentation where payphones are being considered for removal, there are two within the Sheriffhales area. After discussion - Cllr N Pulker **PROPOSED** that neither box needs to be retained but the electricity supply at Church Lane needs to be protected for further parish use. Cllr J Jones **SECONDED**. All **AGREED**.

16/ NOV /16 **AUTOMATED EXTERNAL DEFIBRILLATOR (AED)**
The clerk has contacted Cliff Medicott (West Midland ambulance service) to express the Parish Council interest in purchasing an AED. Land at the Pinfold has been identified but the box needs to be firmly secured. Cllr G Tonkinson volunteered to assess the site and where the AED can be located securely.

Signed:.....

Date

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17/ NOV /16 **FINANCE**

- a) It was **RESOLVED** to approve and sign the cheque payments.

<i>Cheque Number</i>	<i>Description</i>	<i>Amount £</i>
001140	Alan Harding Mowing Services Sept/Oct	288.00
001141	Clerk expenses – inc wreath, postage, printer cartridge, expenses	182.76
001142	Clerk salary October / November (inc SaCREC)	657.03
001143	HMRC	164.20

- b) It was **RESOLVED** to approve and sign the Reconciliation and Bank Statements for the months of August & September 2016.
- c) It was **RESOLVED** to approve and sign the Receipts and Payments for the months of August & September 2016.

18/ NOV /16 **PRECEPT / SPENDING PLAN REVIEW**

The clerk tabled bank reconciliation, receipts and payments record dated 30/09/16, showing spend to date and anticipated spend for the financial year. Also tabled was a draft 2017/18 budget profile for councillors to consider.

It was noted that as at 30/09/2016 the bank account holds £59,903. There are still expenses to go against this fund for the remaining 5 months and it is estimated there will be in the region of £25-£30k reserve at the end of the year based on current spending plan.

After some discussion it was **AGREED** that more consideration needs to be given to the funds held and the precept for 2017/18. Finance meeting to be held 22nd November to discuss in more detail.

19/ NOV /16 **ROAD SAFETY**

A meeting was held with Alice Dilly 30th August where road safety matters were discussed. As a guide only - Alice Dilly advised that such a project could cost in the region of £100k to implement. Cllr P Bonsall **PROPOSED** that this is deferred to finance meeting where all projects can be considered together, Cllr J Horne **SECONDED**, all **AGREED**.

20/ NOV /16 **PARISH PLAN**

Cllr A MacWhannell is still working on this and hopes to have an update to present to the council at the January meeting.

21/ NOV /16 **DELEGATES REPORTS**

None tabled.

22/ NOV /16 **ELECTIONS – May 2017**

Parish council elections are due next May where candidates will need to register to stand for a Councillor position.

Cllr N Pulker submitted an article for the September parish magazine outlining “What is a Parish Council and why become a Parish Councillor” for potential candidates to consider.

23/ NOV /16 **WOODLAND TRUST TREES**

The Parish Council have been successful in their application for trees to plant in the community. The trees and supports were delivered yesterday and are currently with the parish clerk. Cllr J Horne will see what tree species have been delivered and look at possible options for planting. Cllr G Tonkinson volunteered to house the trees until they are planted and offered to plant some on his farm land. It was **AGREED** that Cllr J Horne and Cllr G Tonkinson will liaise regarding planting.

24/NOV/16 **REMEMBRANCE SUNDAY – 13th November 2016**
Cllr J Jones and Cllr A MacWhannell volunteered to lay wreaths at the remembrance service.

25/ NOV /16 **DATE OF NEXT MEETING & 2017 SCHEDULE–**

Extra-ordinary meeting Tuesday 22nd November, 2016, 7:30pm, venue to be confirmed.

Councillors **AGREED** 2017 schedule as follows:

Thursday 12th January, 2017, 7.30PM, Sheriffhales Village Hall

Thursday 09th March, 2017, 7.30PM, Sheriffhales Village Hall

Thursday 13th April, 2017 (Annual Parish Meeting), 7.30PM, Sheriffhales Village Hall

Thursday 11th May, 2017, 7.30PM, Sheriffhales Village Hall

Thursday 13th July, 2017, 7.30PM, Sheriffhales Village Hall

Thursday 14th September, 2017, 7.30PM, Sheriffhales Village Hall

Thursday 09th November, 2017, 7.30PM, Sheriffhales Village Hall

Meeting closed 10:05PM