

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 12th January 2017 at 7.30pm.

Present:	Cllrs: Mr P Bonsall (Chairman); Mrs Janet Jones; Mr R Maddocks; Mr N Pulker; Mr Gordon Tonkinson, Mr J Webb
In attendance:	Joanne Fellows – Clerk,

01/JAN/17 **CHAIRMAN'S WELCOME AND ANNOUNCEMENTS.**
Cllr P Bonsall welcomed all present.

02/JAN/17 **MINUTE SILENCE IN MEMORY OF ANNE JACKSON**
A minute's silence was observed.

03/JAN/17 **APOLOGIES**
Mr A MacWhannell - illness
The following councillor did not present apologies - Mr J Horne

04/JAN/17 **DISCLOSABLE PECUNIARY INTERESTS**
None

05/JAN/17 **DISPENSATION**
Precept request to be confirmed and agreed agenda item 17 – all councillors signed dispensation to be able to participate.

06/JAN/17 **PUBLIC PARTICIPATION SESSION**
Trees – Playing field
Mr P Kind asked if the parish council are still considering cutting back the trees that overhang his property from the playing field. Cllr P Bonsall **AGREED** to liaise with Mr Kind when scope of work is drawn up.

Civic Service

Mr S Garbett asked if the council could agree to schedule civic service date – 02nd July 2017 was suggested. Date **AGREED**. Also a list of attendees will be provided to church meet and greeters so that they can be directed to seats within church, keeping front seats for dignitaries.

Christmas Lights

Following the theft of most of the lights 05th December 2016, Mr P Young thanked the clerk for her assistance with reporting incident and trying to arrange purchase of replacements. Also Shifnal Town Council kindly offered the use of their spare lights but it was found that the fittings were different so offer declined. Looking ahead Mr Hodgetts who lives across the road from the site where Christmas lights are placed has offered to install cctv overlooking display. The parish council said this would be added to agenda later this year to discuss in more detail.

Meter reading for 2016 is 157 units.

The lights are now in storage, on a trickle charge.

The parish council asked Mr Young how much the lights are worth – best guess £500/£600. The council discussed this agenda item 15 below.

Crackley Bank

Mr P Young asked the council to consider asking for a time and motion study to be undertaken at Crackley Bank junction. Cllr P Bonsall responded confirming that issues with this junction have been raised directly with Shropshire Council Highways team and we are awaiting further feedback from them.

Burglaries

There have been a number of reported incidents within parish. Residents should ensure outbuildings are secured and remain vigilant. If there is any suspicious activity to report it to the police by calling 101 for non-emergency or 999 emergency.

Burlington

There are still ongoing issues around Burlington which will be followed up.

07/JAN/17 **MINUTES** - To approve and sign the minutes dated 10th November 2016 and extra meeting held 22nd November 2016

10th November 2016

The minutes from meetings held 10th November, 2016 were signed as a true record subject to the following correction being made:

Page 2 – Church Lane parking. Change narrative to “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.”

22nd November 2016

The minutes from meetings held 22nd November, 2016 were signed as a true record subject to the following correction being made:

Page 3 – the box totalling Lightsource funds to be removed as it is covered in figures above.

Copies have been placed in the minute book.

08/JAN/17 **MATTERS ARISING**

05/NOV/16 – Smell in Village

Any data provided is being collated by clerk which we will continue to gather evidence.

07/NOV/16 - Hedge at Burlington

The clerk has contacted Shropshire Council Highways with regards to arranging a meeting between highways team, the tenant and agent – date still to be confirmed.

23/NOV/16 - Woodland Trust Trees

Cllr G Tonkinson collected trees from clerk and said they are more like shrubs or very young saplings and need a lot of nurturing to grow them on.

09/JAN/17 **CHRISTMAS LIGHTS**

Covered above agenda item 6.

10/JAN/17 **HIGHWAYS**

Crackley Bank

This was bought up agenda item 6 above. The parish council met with Shropshire Highways last autumn and this junction was raised. Whilst the parish council have suggestions of their preferred options however the decision ultimately lies with Shropshire Council as to how they evaluate junction. Cllr J Webb said that if a project at the junction goes live then the

parish council will be fully involved and be able to voice their opinions. Cllr G Tonkinson suggested that until the junction is evaluated fully there could be the potential to reduce speed limit on A5 to 40mph.

Chatwell Lane

Some repairs have been undertaken on this lane, however they have not lasted and the lane remains in bad state of disrepair. **ACTION** - Clerk to contact B Davies and raise issue.

11/JAN/17 **PLAYING FIELD / FOOTPATHS**

The parish council are drawing up a scope of works. Quotes will be sought and brought back to next meeting. Cllr P Bonsall **AGREED** to go through detail will clerk.

12/JAN/17 **PLANNING APPLICATIONS –**

Reference	Applicant	Address
16/05530/FUL	Mr Middleham	Littlehailes House, Littlehailes Road, Sheriffhailes
Description		
Erection of an agricultural store		
Parish Council Decision		
No objection recorded		

13/JAN/17 **PLANNING APPLICATIONS DECISIONS –**

REFERENCE	ADDRESS	DESCRIPTION	DECISION	DATED
16/05101/TCA	Glebe Cottage, The Rock, Sheriffhailes, Shifnal, Shropshire, TF11 8RA	To fell 1 No. Oak tree and 1 No. Sycamore tree within Sheriffhailes Conservation Area	No Objection	13/12/16
16/04077/FUL	12 Lilyhurst Road, Lilyhurst, Sheriffhailes, Shifnal, Shropshire, TF11 8RL	Erection of two-storey and single storey rear extensions	Grant Permission	12/12/16

14/JAN/17 **AUTOMATED EXTERNAL DEFIBRILLATOR (AED)**

Cllr G Tonkinson has evaluated site and determined that an AED should be mounted 6 feet from building.

Both the clerk and Cllr J Webb have tried to contact C.Medlicott from the West Midland Ambulance service to procure AED of which no reply has been received.

Cllr K Turley has a contact at Shifnal who would be able to provide details of where they purchased AED, details to be emailed to clerk.

Cllr N Pulker raised concerns over training and to ensure there are registered contacts.

Cllr R Maddocks **PROPOSED** the clerk tries to contact C. Medlicott again, if that fails to look at procuring an AED from a difference source. Once AED purchased ask electrician to mount and connect. There are training courses available which dates could be sought and volunteers requested. Cllr J Jones **SECONDED**, all **AGREED**.

15/JAN/17 **INSURANCE RENEWAL**

The insurance is due for renewal 20th January 2017. Came & Company have sourced 3 quotes of which Hiscox was recommended costing £327.29 for 1

year or £310.93pa for 3 year cover.

Discussion was held regarding adding Christmas lights to policy – at a value of £600, bearing in mind the excess is £250.

Also it was questioned if the policy covers the volunteers who put up the lights.

Cllr R Maddocks **PROPOSED** for the clerk to contact the insurance company and ask a) how much premium will be to add Christmas lights b) if the policy covers volunteers putting up the lights. Once questions have been answered details to be e-mailed to councillors and cheque raised accordingly. Cllr N Pulker **SECONDED**, all **AGREED**.

16/JAN/17 **FINANCE**

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

<i>Cheque Number</i>	<i>Description</i>	<i>Amount £</i>
001147	Key Cutting – notice board keys	7.99
001148	CANCELLED	20.00
001149	Waterstones	28.17
001150	SALC – courses	86.40
001151	Lakeside Garden Centre – Christmas Lights	87.95
001152	Clerk salary including SaCREC hours	557.72
001153	HMRC	139.39
001154	Clerk expenses, inc WFH allowance, printer cartridge	284.50
001155	RGL Agricultural Services	175.00
	Insurance renewal (as agreed agenda item 15/JAN/17)	See above

- b) It was **RESOLVED** to approve and sign the Reconciliation and Bank Statements for the months of October & November 2016.
- c) It was **RESOLVED** to approve and sign the Receipts and Payments for the months of October & November 2016.
- d) Income receipt noted - £80 Epson cashback

17/JAN/17 **BUDGET 2017/18 APPROVAL & PRECEPT SUBMISSION**

The budget was discussed in detail at extra meeting held 22nd November 2016, it was **RESOLVED** to approve budget for 2017/18 and request precept of £15,000.

18/JAN/17 **ROAD SAFETY**

Shropshire Highways team sent out plans for B4379 Sheriffhales - Proposed pedestrian improvement and speed reduction scheme. Copies distributed at meeting. The proposals are for delivery in Sheriffhales this forthcoming year.

After discussion it was requested that the clerk raises a couple of points with Shropshire Highways.

- Photo 2 – build out footway. Concerns were raised about the footpath and possible cars mounting build-out or parking there. So it was suggested that maybe bollards with reflectors could be incorporated into plan.
- It was discussed about widths of road and it is stated in small print – is this adequate for agricultural vehicles to pass?

19/JAN/17 **PARISH PLAN**

Cllr A MacWhannell sent his apologies for this meeting but asked the clerk to

feedback that results of the survey should be ready to present at Annual Meeting to be held 13th April 2017.

20/JAN/17 **NEIGHBOURHOOD PLAN**

It was felt that the parish plan needs to evolve into a neighbourhood plan. However it was acknowledged there would be more work required and the plan is a legal document rather than aspirational. To formulate a neighbourhood plan it would have to be done as a project which then goes to Shropshire County Council to finalise.

It was **AGREED** to ask Cllr A MacWhannell to lead on the neighbourhood plan and for the clerk to liaise with Lilleshall Parish Council with regards to set up, process etc.

21/JAN/17 **SHROPSHIRE BUS STRATEGY 2017-2021 – PUBLIC CONSULTATION**

Shropshire Council is currently asking for peoples' views on a new bus strategy. This proposes a number of objectives and priorities which will determine how budgets are allocated across countywide services. The strategy and survey are available online. The public and stakeholder consultation will run until 13 February 2017. The Chairman **PROPOSED** to publish details on website and parish magazine, Cllr J Webb **SECONDED**, all **AGREED**.

22/JAN/17 **DELEGATES REPORTS**

None tabled.

23/JAN/17 **ELECTIONS**

Elections are due to take place 04th May 2017. The clerk highlighted that postal nominations are not being accepted and have to be delivered in person or by a nominated trusted individual.

The clerk will keep councillors informed of any news bulletins relating to elections.

Details on applying to become a councillor are available on the Shropshire County website, details of which will be mentioned in parish magazine – parish council entry.

24/JAN/17 **DATE OF NEXT MEETING**

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