

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 15th June 2017 at 7.00pm.

Present:	Cllrs: Dr A MacWhannell (Chairman); Mr J Horne; Mr N Pulker; Mr Gordon Tonkinson & Mr J Webb
In attendance:	Joanne Fellows – Clerk,

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

Cllr A MacWhannell welcomed all present.

02 **APOLOGIES**

J Bubb – family commitment
P Green – family commitment
K Turley – work commitment

03 **CO-OPTION OF COUNCILLOR**

One application from N Edwards has been received.

- a) It was **PROPOSED** by Cllr G Tonkinson and **SECONDED** by Cllr J Horne that Mr N Edwards should be co-opted onto the council. **ALL AGREED.**
b) Cllr N Edwards signed the Declaration of Office

04 **DISCLOSABLE PECUNIARY INTERESTS**

New Councillor signed pecuniary interests form.
Items will be annotated at the relevant item in the minutes.

05 **DISPENSATION**

None received.

06 **PUBLIC PARTICIPATION SESSION**

None in attendance

07 **PLANNING APPLICATIONS –**

The question was raised as to the best process for the council to consider applications. It was noted that the Shropshire County council have extended their turnaround time for comments from 21 days to 31 days. Cllr G Tonkinson **PROPOSED** to leave review process as it stands that each application is tabled at parish council meeting, Cllr N Pulker **PROPOSED** that "provisional" meetings should be scheduled for the 2nd Thursday of the months where no other parish council meeting is planned (excluding August). Cllr J Horne **SECONDED** proposals, all **AGREED.**

Reference	Applicant	Address
17/02495/FUL	Mr & Mrs David Pierce - Burlington Farm	Burlington Farm, Burlington, Sheriffhales, Shifnal, Shropshire, TF11 8JE
Description		
Erection of part first floor, part single storey extension to include link and erection of garage		
Parish Council Comments		
No objections raised.		

Reference	Applicant	Address
17/02444/FUL	PDM Produce (UK) Ltd - Mr Phillip Maddocks	Land South West Of Chadwell Park Farm, Chadwell, Newport,
Description		
Extension of Existing Private Road		
Parish Council Comments		
No objections raised, however to note the parish council want re-assurance that the proposal does not interfere with the public highway.		

Reference	Applicant	Address
17/02442/FUL	PDM (Produce) UK Ltd. - Mr Phillip Maddocks	Chadwell Park Farm, Chadwell, Newport
Description		
Installation of photovoltaic modules on roof of agricultural building.		
Parish Council Comments		
No objection		

Reference	Applicant	Address
17/02254/FUL	Mr K Parkinson- Witte	The Manor, Sheriffhales, Shifnal
Description		
Erection of single storey extension to existing outbuilding; insertion of doors/roof lights and dormer windows; conversion of part of outbuilding to form gym/studio and part of first floor to office use for ancillary use		
Parish Council Comments		
No objection, the parish council to note request that Shropshire County Council should review application and ensure it is in-keeping with listed buildings and conservation regulation.		

Reference	Applicant	Address
17/02255/LBC	Mr K Parkinson- Witte	The Manor, Sheriffhales, Shifnal
Description		
Erection of single storey extension to existing outbuilding; insertion of doors/roof lights and dormer windows; internal alterations to include removal of walls; works to facilitate conversion of part of outbuilding to form ancillary domestic use		
Parish Council Comments		
No objection, the parish council to note request that Shropshire County Council should review application and ensure it is in-keeping with listed buildings and conservation regulation.		

08 PLANNING APPLICATIONS DECISIONS –

For information only.

REFERENCE	ADDRESS	DESCRIPTION	DECISION	DATED
17/01568/FUL	Sheene House , Church Lane, Sheriffhales	Erection of enclosed porch with downstairs w.c. following demolition of existing porch	Grant Permission	16/05/17

Signed:

Page 2

17/01569/LBC	Sheene House , Church Lane, Sheriffhales	Erection of enclosed porch with downstairs w.c. following demolition of existing porch; removal and widening of existing kitchen window and installation of 3 light kitchen window to match existing on opposite wall	Grant Permission	16/05/17
17/01828/TCA	Walnut Tree Cottage, Church Lane, Sheriffhales,	Crown reduce by 2-3 metres 1No. Walnut tree and crown reduce by 1-2 metres 1No. Maple tree within Sheriffhales Conservation Area	No Objection	17/05/17

09 **MEMBERS TO ADOPT THE FOLLOWING:**

- a) Standing Orders
- b) Financial Regulations
- c) Financial Risk Assessment

Following discussion it was **PROPOSED** by Cllr J Horne that the Chairman and clerk liaise on review of documents and then copy councillors into revisions before formally adopting. Cllr N Pulker **SECONDED**, all **AGREED**.

- d) Assets Register

Following discussion it was **PROPOSED** by Cllr N Pulker that the Chairman's chain is re-evaluated and to obtain a written valuation. Cllr J Horne **SECONDED**, all **AGREED**. **ACTION** the Chairman will seek independent valuation and feed into asset register.

It was requested that the boundary fencing of the playing field is risk assessed. Cllr J Webb **PROPOSED** that matter was deferred to next meeting to review evaluation, Cllr G Tonkinson **SECONDED**, all **AGREED**.

10 **FINANCE**

It was **RESOLVED** to approve and sign the following:

- a) *Cheque payments*

Chq No.	PAYEE	Description	Amount
1171	Jo Fellows	1&1 internet subscription Gift card, postage expenses	£80.74
1172	D Rigby	Internal Audit	£120.00
1173	A Harding	Playing field contract	£360.00
1174	A Horne	Refreshments for Annual Meeting	£11.06
1175	E-ON	Christmas lighting - Electricity supply 2014/15 2016/17	£62.11
1176	SALC	2017/18 affiliation fees	£291.57

- 11 **AED UPDATE** A quote of £210 plus VAT for installation of the AED unit had been obtained. This assumed the phone box supply was currently safe, secured and could accommodate the requirements of the installation. Cllr J Webb **PROPOSED** we accept the quotation noting that in the event of unexpected problems being identified, before further work proceeded, the matter would be brought back to the council for further consideration. Cllr A MacWhannell **SECONDED**, all **AGREED**.

Cllr J Webb will publicise the refurbishment of the site and ask for help with this in the Parish Magazine.

12 **DATE OF NEXT MEETING**

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

The Chairman closed the meeting at 7:55PM