

## **MINUTES OF THE SHERIFFHALES PARISH COUNCIL MEETING HELD ON THE 12<sup>TH</sup> SEPTEMBER 2019 AT SHERIFFHALES VILLAGE HALL**

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Present: Councillors: Dr Alan MacWhannell (Chairman); Mr Neil Pulker; Mr John Horne; Mr Gordon Tonkinson; Mr Kevin Turley.

In attendance Clerk to the Council – Mrs Jennifer Neal

93/19. Apologies for Absence.

Apologies of absence were received from Councillors Mr Nicholas Edwards (Vice Chairman); Miss Sarah Barratt; Mr James Bubb and Stewart Edmondson.

94/19. Public Participation – a maximum of 15 minutes for members of the public to address the Council

For note: The public participation is for the public to address the Parish Council on matters that they wish to raise. The Parish Council cannot comment or resolve action on any points raised at this time. If the item requires information being sent from the Council, the Clerk will do this following the meeting. If it is a matter for further discussion it may be added to a future agenda.

No members of the public present wished to speak.

95/19. Declaration of Councillors' Pecuniary Interests.

None were declared.

96/19. To receive for confirmation, adoption, and agree the Minutes of the Parish Council meeting held on 11<sup>th</sup> July 2019.

The Minutes of the meeting held on 11<sup>th</sup> July 2019, having been circulated in advance of the current meeting, were agreed and signed as a true record of the proceedings at that meeting.

97/19. Report of the Clerk (appendix a on the agenda papers)

Correspondence received circulated to all members with agenda papers

**Woodcote Quarry** - Email from Enforcement

**Woodcote Wood** – Complaint forwarded to Highways re removal of part of the hedge on Highways land.

**Outstanding Highways Matters** – email sent on 3 separate occasions since the last meeting, in addition a recorded delivery letter has been sent to Alun Morgan and a formal complaint started as previously agreed:-

Evergreens Road Surface this is now in excess of 7cm deep  
Burlington Hedge  
Safety Audit improvements review works  
Woodcote enforcement items and hedge for visibility  
A5 Junction with the B4379  
Culvert at Crackley bank – report circulated to members from Officer  
Path from road to church boundary

**Action – Clerk to continue with formal complaint.**

Signs correspondence – re clearing signs from over growth of hedges, issue reported to Shropshire Highways.

2 x letters received from residents over concerns of speeding along the B4379, the safety improvements at the centre of the village and the A5 junction.

**Action: It was agreed that the Clerk request the speed camera van to visit this area as soon as possible.**

The Bridgnorth and Shifnal area committee are meeting on Monday 16<sup>th</sup> September at Quatt.

98/19. Appeals, Planning applications and decisions

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|--------------|---|
| 19/03341/FUL | Redhill Stud Farm, Crackley Bank<br>Application for the existing structure of the muck pile<br>(Permission granted)   |
| 19/03280/FUL | Village Farm Lodge, Sheriffhales<br>Erection of boundary fencing and gates (Permission granted)   |
| 19/02642/FUL | Common Farm Sheriffhales Shropshire<br>Erection of one dwelling with detached double open fronted garage/office and associated infrastructure; following demolition of existing dwelling – Application circulated electronically and Sheriffhales Parish Council had no objections  |
| 19/03937/CPL | Lynbrooke, Sheriffhales Drive, Sheriffhales<br>Application for lawful development certificate for the erection of a detached swimming pool building with associated hardstanding (patio area) and paths. Storm water drainage for soakaways and foul water to existing septic tank.<br>NB This is not a formal consultation it has been sent for information purposes only. |

The above were noted. **No Action required.**

99/19. To agree action following receipt of annual inspection report on playing field and outstanding Playing field matters (Playing Field access, Bench requirements for the Play Area, Community Orchard, update members on the Annual Inspection)

The Report from Health and Safety Consultant was attached to the agenda papers in Appendix c. It was proposed by Councillor A MacWhannell and seconded by Councillor K Turley to put up the sign as per the agenda papers. On a vote this was carried.

**Action: Sign to be erected by Chairman.**

It was proposed by Councillor N Pulker and seconded by Councillor G Tonkinson to hire an organisation to prepare a plan / layout with costings, following the results of the Parish questionnaire, using the agreed budget of £500. On a vote this was carried.

**Action: Chairman / Clerk to hire consultant (i.e Shropshire Playing Fields Association, Telford or Shropshire Parks Teams)**

Update requested from Sarah Musgrove on the boundary alterations as previously agreed – letters sent to the bungalow.

Shropshire Highways do not own the strip of land to the playing fields. The solicitors have been contacted to look at costs to register the access to the land / look into the ownership.

**Action : Clerk / Chairman to report back costs to next meeting.**

To cost to permanently mark the boundary on the playing field would be £640 + VAT from Invar Mapping who digitally marked the boundary initially. This cost was noted.

100/19. To agree training requirements for Councillors at Sheriffhales

This agenda item is to note the current code of conduct in most recent version of the Standing Orders and to agree training to comply. Please refer to section 7b.

For information purposes standing orders, Nalc's Complaints and Grievance procedure, SALCS Protocol on Clerk/Councillor relations and code of conduct documents have been reissued with these agenda papers.

The Chairman reported that there had been very little comments from Parish Councillors on bespoke training.

It was proposed by Councillor K Turley and seconded by Councillor J Horne that the Parish Council do not have a bespoke training session, but use SALC's existing training

programmes, and offer if required the use of facilities in the Village Hall. On a vote this was carried.

**Action: Clerk to get training dates / topics from SALC.**

101/19. Agree arrangements for the Civic Service and Village event

It was noted that the Civic Service / Community day will start at 2.30pm in Church, followed by games etc on the field. If the weather is inclement then the event will take place in the church.

102/19. To ratify and agree accounts for Payment.

The accounts for payment as detailed on the agenda papers (as appendix d) were agreed.

103/19. To note accounts up to 31<sup>st</sup> July 2019 (appendix e)

The accounts for payment as detailed on the agenda papers (as appendix e) were agreed.

104/19. To review and agree amended Financial Regulations

The documents were attached as appendix e to the agenda papers.

It was proposed by Councillor A MacWhannell and seconded by Councillor K Turley to accept the new regulations. On a vote this was carried.

105/19. To agree Parish Council's support for Sheriffhales Christmas Light Display

Following circulation of a request for help in the Parish Magazine, several residents have come forward to help with the display. This was noted.

106/19. To agree dates for consideration of applications for grant funding applications

It was proposed by Councillor N Pulker and seconded by Councillor J Horne, to set two cut off dates for grant applications 1<sup>st</sup> April and the 1<sup>st</sup> October. Following receipt of any applications, Councillors N Edwards, S Edmondson and J Bubb will discuss the applications and bring them to the next meeting of the Council (Councillor Miss S Barratt will be asked in the event of one of the other 3 being unavailable) with recommendations. The budget allocated for grants is set at a maximum of £1000 per year with £500 per date been allocated for grants. On a vote this was carried.

**Action: Grant dates to be advertised in the village via noticeboards and Parish Magazine, by the Chairman. Members to meet and discuss any applications received after the 1<sup>st</sup> October.**

It was noted that section 137 applies to grants issued from funds held by the Parish Council raised via precepted money. The rate is £7.86 per elector which is approximately £1500 per annum.

A request from the Village Hall has been received to release funds held from donated (not from precept) funds towards their building works. It was noted that a substantial start had been made on the building work. It was proposed by Councillor A MacWhannell and seconded by Councillor G Tonkinson to release a cheque for £5000. On a vote this was carried.

**Action: Clerk to raise cheque**

107/19. To agree Council representation on Remembrance Day and associated displays

It was agreed to re-site the Silent Soldier annually in the centre of the village, with appropriate signage. Before Remembrance day and removed after the event.

The Clerk to order 25-50 large poppies from the British Legion and also source quotes for re-gilding the war memorial and apply for a grant for this work.

**Action: Clerk to purchase large poppies and apply for a grant for the memorial.**

108/19. Items for future Meetings

To agree war memorial policy; To discuss the General Power of Competence; Community Speedwatch.

109/19. Dates of Next Meeting –

14<sup>th</sup> November 2019

16<sup>th</sup> January 2020 (Councillors J Horne, K Turley and N Pulker submitted their apologies for this meeting)