
**DRAFT MINUTES OF THE ANNUAL GENERAL MEETING OF SHAWBURY PARISH
COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY MAY 8th 2018 at 7.00pm.**

Public Session:

Mr. Richard Bailey was in attendance and informed Members that he had:

(a) Removed the ironwork left behind in the Glebe when the two seats were burnt out. He was planting annual flowers on the site where the memorial bench had been placed.

(b) Was attempting to establish a wild flower area on the site where the bonfire had been by using nursery grown plants.

Members welcomed both suggestions.

Present:

Mr. A. G. Foster (Chairman)

Ms. S. McIntosh

Mr. B. Lyon

Mrs. J. Manley

Mr. J. Vernon

Mr. A. Brown

Mr. D. Roberts

Mr. J. Kennedy

Mr. C. Kirkup

Mr. R. Pinches

In Attendance:

Shropshire Councillor S. Jones.

The Parish Clerk.

Lt. M. McArdle (RAF Shawbury).

18/17 Apologies.

Apologies were received and accepted from Councillor P. Sharp.

18/18 Declaration of Personal or Prejudicial Interests.

There were no interests declared.

18/19 (a) Election of Chairman.

Councillor Anthony Foster was proposed, seconded and elected on a unanimous vote.

18/19 (b) Election of Vice Chairman.

Councillor J. Kennedy was proposed, seconded and elected on a unanimous vote.

18/20 Appointment of Representatives.

The following Members were appointed:

Wem & Shawbury L.J.C. - Councillor J. Kennedy.

SALC Area Committee - Councillor P. Sharp.

Helicopter Noise Liaison Committee - Councillor B. Lyon.

Shawbury Village Hall Committee - Councillor A. Foster.

18/21 Minutes of Meeting held on April 10th 2018.

The minutes of the meeting, having been circulated, were approved and signed by the Chairman as a true record.

18/22 Matters Arising.**(a) Streetlights (18/04(a))**

(a) Clerk reported that, with the exception of replacement doors on the concrete posts and light No. 4 in Church Close, all the identified repairs had been carried out.

(b) Members considered a detailed response from Jason Hughes (Shropshire Council's Head of Streetlight provision) regarding the problem light in Church Close and secondary reports from Councillors A. Brown and J. Vernon.

After detailed discussion regarding ownership of the land in front of the houses and the history of the site it was decided no action could be taken at this stage.

Shropshire Councillor S. Jones agreed to contact representatives at Shirehall to determine if Church Close had been adopted by Shropshire Council and the Clerk was asked to see if information could be obtained from the Land Registry about the ownership of the land adjacent to the Highway.

(b) Hazeldine Open Space Area (18/04(b))

Clerk reported that after discussion with various staff at Shirehall, including Ms. Sue Thomas, the request for clarification had been passed to the Estates Team responsible for planning archives.

(c) Highways (18/04(c)):

i General.

It was noted that a response had been received from Victoria Doran, indicating that all the issues on record had been passed on to the new contractors for suitable action but that there were serious issues regarding the drainage system, leading to flooding at a range of locations. No time scale was given as to when the repairs would take place.

ii Wem Road Footpaths (18/10(d)):

Clerk reported that the RAF had accepted responsibility for the hedge and contractors would be cutting it back at the end of the bird nesting season.

Highways had accepted responsibility for the footpath maintenance and this was included in the 'to do' programme passed on to the new contractors.

iii Repairs:

It was noted that some effort was being undertaken to deal with potholes round the Parish.

(d) Smartwater (18/04(d)):

It was reported that residents could collect their free pack of Smartwater from the Police and Smartwater in the Village Hall on the following dates:

Tuesday June 19th. 7.00 – 8.30pm; Thursday June 21st. 7.00 – 8.30pm; Saturday June 23rd. 10.00am - 12.00noon.

Clerk was asked to contact Rachael Oakley to see if she would give a short talk at the Annual Parish Meeting.

(e) Car Park Cleaning (18/04(e)):

Councillor D. Roberts was thanked by Members for carrying out clearance of debris from the car park and drains.

(f) Pathway redressing (18/12(b)):

Clerk confirmed that Shropshire Council's Contract Development Department had accepted the contract and an official order had been placed.

They had been asked to liaise with Richard Bailey throughout the project and Councillor A. Brown agreed to act as liaison Councillor.

18/23 Correspondence.

Details of the correspondence received since the last meeting had been forwarded to Members and these were considered and where necessary appropriate responses were noted or made.

18/24 Accounts for Payment.

It was resolved to pay the following accounts:

Mr. J. Wilson	Salary (May)		£561.90
Mr. J. Wilson	Expenses (April)		£57.33
Inland Revenue	PAYE (May)	£140.40	
	N.I. (May)	4p	£140.44
Mr. R. Bailey	Maintenance (April)		£265.00
Mr. T. Creber	Litter collection (April)		£320.00
Mr. L. Wilson	Play Area grass cutting etc. (April)		£167.00
Shawbury Village Hall	Hosting CCTV Equipment (2017)		£250.00

Paper Write	Printing cartridges and certificates	£161.40
Scottish Power	Power supply 31/12/17 – 31/03/18	£720.13
Shropshire Council	Pre-printed address labels (Occupier)	£39.30
NALC	Clerk's monthly magazine	£17.00
D M Payroll Services	Administration of Payroll Services (2018/19)	£73.00
Mr. C. Ruck	External hard drive required for GDPR	£45.84
Mr. R, Bailey	Floral Gateway	£86.50
Shropshire Trophy Centre	Award plaques	£20.25
Access2Trees	Tree maintenance	£3504.00

18/25 Financial Statement.

A financial statement was tabled and approved.

18/26 Income and Expenditure 2017- 2018.

(a) The un-audited documents had been forwarded to Members prior to the meeting and all were adopted.

(b) The Annual Governance Statement was considered in detail, approved and signed by the Chairman and Clerk.

18/27 Clerk's Salary.

Members were informed that a National Agreement had been reached by employers and unions for increased salary payments from April 1st 2018 for part-time Clerks. The increase for the Clerk was approved.

18/28 Data Protection.

The Clerk had forwarded Members a range of documents relating to the new Data protection laws coming into force later in the month. This was to enable them to consider them in detail prior to the meeting.

After discussion the following documents were adopted:

General Privacy Policy

Correspondence Policy

Sole Traders Policy

Grants Privacy Policy

Documentation Retention Policy

All the above documents are posted on the Council's web site – www.shawbury-pc.gov.uk or copies can be obtained from the Clerk.

After discussion it was agreed that the Clerk should hold paper and electronic records of Councillors' addresses, home and mobile telephone numbers but the Council's web site should only indicate name and a telephone number where appropriate.

18/29 Annual Parish Meeting.

Members were reminded that the meeting was taking place on Tuesday 22nd May and adverts were being placed at various locations in the Parish.

18/20 Exchange of Information:

(a) Agenda Items for next meeting:

Burial Ground Issues.

(b) The following items of concern were recorded:

(i) Highways:

Clerk was asked to continue to press for the more urgent of the reported issues to be dealt with promptly.

(ii) Street Lighting:

No issues raised.

(iii) Oher:(a)The Clerk reported the following:

Invitation for the Chairman to attend the licensing service for the new Vicar.

A detailed list of events being held at RAF Shawbury.

Imminent closure of the Royal Bank of Scotland in Shrewsbury and the need to identify a new bank for Council business.

Anfield Cyclist using the car park and field on Bank Holiday Monday May 28th.

Skate boarding event taking place during half –term on Wednesday May 30th.

Change of broker for the Council’s insurance cover.

Interest in the vacant seat on the Council – Elections Officer had confirmed that the vacancy needed to be advertised in the official way. Clerk to arrange

(b) Fire in waste bin:

This had been reported to the Fire Service and a knife had been found in the bin. Concern was expressed that the police had advised the finder to simply dispose of the knife. Shropshire Councillor Jones stated that he had asked Police Sergeant Greenaway to investigate this suggestion.

18/11 Reports from:**(a)Police**Incidents reported to the police in March:

Muckleton Road – Theft - 1 (No suspect identified).

Coppice Close – Anti Social Behaviour -1.

Painsbrook Lane – Burglary -1 (No suspect identified).

Carradine Close – Anti Social Behaviour -2.

Near A53 – Anti Social Behaviour -1; Burglary -1; Criminal Damage/Arson -3; Shop lifting -1 (All under investigation).

Petrol Station – Theft - 3 (All under investigation).

Beech Grove - Burglary -1 (No suspect identified).

Glebelands – Theft -1 (under investigation).

Hazeldine Crescent – Criminal damage/arson – 1 (No suspect identified).

Leasowes Park – Theft -1 (Under investigation).

Church Close – Criminal Damage/Arson -1 (No suspect identified); Other crime – 1 (Under investigation).

Members approved the completed consultation document completed by Councillor A. Brown.

(b) RAF Shawbury

Lt. M. McArdle reminded Members of the planned events taking place during the summer with additional events in Market Drayton and Shrewsbury on June 1st. and 2nd. to mark the 100 anniversary of RAF Shawbury.

A new training programme would be commencing in June.

(c) Shropshire Council.

Shropshire Councillor S. Jones reminded members of several consultation documents which could be responded to.

18/21 Section 106 Projects.

(a)No further progress on plans for an improved crossing at the school or for the provision of additional CCTV cameras.

(b) The Clerk apologised for omitting to forward a detailed report from Councillor A. Brown regarding the streetlights in Poynton Road. This would now be considered at the meeting being held on June 12th.

18/22 Planning.**A. The following applications were considered:**

1. London House, Shawbury Heath (18/01532/FUL) – erection of an aluminium profiled structure. *Plan objected to because of the problems of land flooding in the location of the proposed development and the affect this causes other local residents/businesses.*
2. Papillon, Wytheford Road (18/01748/FUL) - reinstatement of residential status for existing cottage. *No objections raised.*

B. The following applications have been approved by Shropshire Council:

1. Wytheford House, Wytheford (17/03868) erection of free range chicken building with egg storage etc.
2. 60, Bridgeway, Shawbury (18/01172/FUL) replacement of flat roof with a pitched roof.

C. Housing Development alongside the A53

(a) Concern expressed by several Members regarding the type and size of the constructed roundabout.

(b) Clerk reported that a meeting was being arranged to discuss the decision not to proceed with the planned turning/parking area. He had been invited to attend with the Chairman, Shropshire Councillor Jones, the Head Teacher and representatives from Shirehall. It was agreed that Councillor B. Lyon should attend too.

(c) Councillor Lyon reported that it had not been possible to get the working cabins moved further away from existing residential properties.

18/23 Committee/Meeting Reports.

No reports tabled.

18/24 Press Matters.

Smartwater distribution and the adoption and availability of the privacy documents.

18/25 Date and time of next meeting.

The next meeting will be on June 12th. 2018 at 7.00pm in Shawbury Village Hall.

Approved as a true record of the Meeting.

Signed: _____ **(Chairman)** **Date:** _____

Correspondence received since last meeting**Correspondence received since last meeting – April.**

Shropshire Councillor Lee Chapman – Future Fit.

Gavin Hogarth – Shrewsbury Recovery Walk.

Gail Power – Future Fit Consultation.

Sqn Ldr. K. leach – Activity at RAF Shawbury.

NALC – CEO's Bulletin.

Sue Thomas – Youth Commissioning consultation letter.

Shropshire Council – Self Build Newsletter.

Simon Jones – Broken glass on play area

Gail Power – Shropshire Local Plan review.

Dianne Dorrell – Latest news from NALC.

Sqn. Ldr. K Leach & Victoria Doran – various re footpath & hedge.

Anfield Bicycle Club – use of car park and overflow on field on Monday 28th. May

Resident – road safety by school

Simon Jones – Village Problem