

**MINUTES OF THE MEETING OF SHAWBURY PARISH COUNCIL  
HELD IN THE VILLAGE HALL ON TUESDAY APRIL 9<sup>TH</sup>. 2013 at  
7.00pm.**

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**Public Session:**

There was one Member of the public present. Mr. Williams from Muckleton Road complained about continued flooding of the road by his property. He had raised his concern with Shropshire Council several times and no improvements had been made. Councillor Simon Jones stated that he was aware of the problem and had discussed it with the Highways Department and promised to take further action.

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**Present:**

Mrs. J. Manley (Chairman)

Mr. J. Kennedy

Mrs. F. Medley

Mr. D. Baldwin

Mrs. G. Mathews

Mr. R. Rathbone

Mr. D. Roberts

Mr. R. Bailey

Mr. R. Pinches.

**In Attendance:**

The Parish Clerk.

Mr. S. Jones (Shropshire Councillor)

Flt. Lt. N. Byne (RAF Shawbury)

**13/01 Apologies:**

Apologies were received and accepted from Councillors Mrs. S. Dove and Mr. J. Davies and from Mrs. V. McKay (Community Support Worker).

**13/02 Declaration of Personal or Prejudicial Interests:**

Mr. Bailey declared an interest in Agenda Item 6.

**13/03 Minutes of Meeting held on March 12<sup>th</sup>. 2013:**

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

**13/04 Matters Arising:**

**(a) CCTV (12/190(a))**

Clerk reported that ORP had removed the camera for a service check and that there would be no charge for any repair as it was still under guarantee. However it had to be returned to Germany for the inspection so there may be a time delay in returning it.

**(b) Telephone Box (12/190(f))**

Shropshire Council had reported that contact had been made with BT who had apologised for the delay and promised swift action. It was noted that no action had been taken and the Clerk agreed to raise the issue again.

(c) Dog Fouling (12/190(g))

The comments made at the last meeting had been forwarded to Shropshire Council and the Clerk had been advised that they would be considered and included in a consultation document which would be issued later in the year. It had been pointed out that anyone wishing to be trained as a 'warden' would need to be in the employ of the Parish Council.

(d) Street Lights (12/194(ii))

Clerk reported that he had spoken to the NWP engineer who had promised to try and rectify the problems with the lights in Wytheford Road and Millbrook before NWP gave up the contract.

(e) Community Service Awards:

Clerk reported that information about the award had been placed in the local press and the Parish Magazine but to date there had been no response. It was confirmed that Council Members could propose people for the award.

Flt. Lt. Byne reported that the Commanding Officer had raised concerns that no approach had been made to him regarding the sponsorship of the event. The Clerk apologised but had thought that this was an ongoing agreement with the base. He would get a letter sent to the Group Captain apologising for the oversight.

**13/05 Correspondence:**

Members considered the following correspondence which had been received by the Clerk:

Letters of complaint about the state of the Moat Area from Ms. Hanson and Ms. Cleobury.

Mr. Kennedy had prepared a letter which, with the approval of the Chairman, had been sent to both complainants as a Council response.

Mr. M. Watney – review of rent for car park and playing field etc.

It was agreed to pay the additional fee of £25.00 for the car park and £50.00 for the playing field/Moat area.

David Brodley – 'Raising Awareness of Local Councils'.

Mr. Bailey reported that he had participated in the event for Shropshire Radio and had been interviewed and the programme had been broadcast early one morning.

S.L.C.C. Quality Council review.

Clerk reported that this review had now been sent out to Clerks for consultation and would be considered by the Government towards the end of this year.

David Carpenter – Garden and Shed Security.Adrian Brown – progress with road developments.Adrian Brown – replacement lights in Poynton Road.

Adrian had reported that the new lights by the school were being adopted by Shropshire Council.

Jason Hughes – adoption of Wem Road lights by Shropshire Council.

All the lights on the Wem Road had been adopted by Shropshire Council.

Rev David Humphries – Grave Memorial.

Members considered a request from a local resident to have her husband's gravestone engraved with the Boy Scouts emblem and also details of a web site. After due consideration the request was put to the vote and Members supported a proposal to allow the Scouting emblem but not the web site detail.

Shropshire Council – Faster broadband deal.Shropshire Council – Contaminated Land Study.

**13/06 Accounts for Payment:**

It was resolved to pay the following invoices:

Mr. J. Wilson	Salary (April)	£533.14
Mr. J. Wilson	Expenses (March)	£80.40
Inland Revenue	Income Tax (April)	£133.29
Mr. T. Creber	Village work (April)	£417.00
NWP Electrical	Maintenance (March)	£232.42
Mr. J. Kennedy	Purchase of tree numbers	£52.5
Paper Write	Full set of photocopier cartridges	£364.80
Interactive Information	Re-registering Web site for 2 years	£60.00
Balfours	Rent (Car Park and Playing Field)	£75.00
Mr. R. Bailey	Mowing and replacing pansies	£60.99
Staples	Photocopy paper and envelopes	£24.40
AON	Annual Insurance 2013 – 2014	£2,485.64

**13/07(a) Financial Statement:**

A financial statement was tabled and approved.

**13/07(b) Income and Expenditure Statement 2012 – 2013**

The Clerk presented Members with a copy of the statement and a comparison document.

**13/08 Exchange of Information:**(a) Items for inclusion on the next agenda:

Co-option of new Members

Community Service Awards

Burial Ground Policy

(b) Issues needing urgent attention:(i) Highways:

Concerns had been raised about the finished surface of the tarmac on Church Street which did not appear to have a 'wearing' course on it. Clerk to discuss this with Richard Ayton.

(ii) Streetlights:

No issues raised.

(iii) Other:

1. Mr. Creber had asked where he could leave the rubbish bags for collection as the pickup vehicle could no longer stop at the current site he used. Mr. Roberts agreed to sort out this problem.

2. Mr. Baldwin gave details of a sign he had seen in Scotland regarding parking close to a school entrance.

Chairman asked him to forward the picture he had taken to the Clerk who would pass it on to Sally Johnson to see if it was appropriate for local use.

3. It was agreed that Mrs. Howells could use the playing field for the presentation of the football awards on June 15<sup>th</sup>.

**13/09 Reports from:****(a) Police:**

No report tabled.

**(b) RAF Shawbury:**

Flt. Lt. Byne reported that it was hoped that by September the full level of training would be resumed on the base.

**(c) Shropshire Council:**

It was noted that Mr. Jones was the sole applicant for the local Shropshire Council seat and had therefore been elected. Members offered their congratulations.

Mr. Jones reported that once again there had been no increase in Shropshire Council's element of the Annual Council Tax.

**13/10 Glebe Development Report:**

Mr. Bailey provided Members with a detailed report on developments and stated that he was meeting Mr. Michael Watney on site to finalise the details of the path over the playing field. Mr. Watney had already confirmed the grant of £5,000 towards the project.

Clerk reported that Mr. Pinches, Mr. Allmark and Ringway had been asked to provide quotations for constructing the paths to and on the Glebe. There had been no response from Ringway to date and it was agreed to consider the received quotes at the next Council meeting.

Details of a grant application to the Lottery Fund had been prepared by Mr. Bailey and sent out to all Members prior to the meeting and it was unanimously agreed that this should be forwarded to the awarding body. Mr. Bailey was congratulated on the content of the document and on the speed in which it had been produced.

Mr. Bailey reported that he had received several letters of support for the project which would be included with the application and thanked everyone for their support and advice including Gail Matthews for preparing an excellent risk assessment document.

He also reported that a working party had opened up the pathway alongside the river and had made good the wet area which had only cost £35.00. It was agreed that the remainder of the agreed budget for this work should be used for other projects, including the erection of 'deep water' signs and that the Glebe Committee could make use of the posts and rails stored at Mr. Pinches' property.

**13/11 Streetlight Maintenance**

Clerk reported on a meeting he had attended with Mr. Jason Hughes (Shropshire Council Lighting Engineer) and Mr. David Clark (Ringway). Shropshire Council was not prepared to take responsibility for Parish Council lights and re-charge individual parishes for their lights. They also recommended that any new contract should include night patrols and that a full inspection should be carried out at the start of the contract. Clerk had contacted Adrian Brown for advice and he had been most helpful as had been Mr. Rathbone who had provided worthwhile information.

Clerk was asked to seek quotations from Ringway and EON and a detailed specification prepared by the Clerk was approved.

**13/12 Planning Applications:**

A. The following applications had been received since the last meeting and no objections were raised.

1. Muckleton Farm – erection of an agricultural storage building.
2. Redundant hangar work-shop – conversion to donkey shed.
3. Sunny View, Shawbury – change of use residential to business.
4. 57, Millbrook - two storey extension to the side of the property and a single storey extension to the rear.

An application for the erection of a 3 bedroom dwelling on land at Grove Cottage (pre application request) was considered and objected to on the grounds that there was insufficient detail provided. Members would be happy to meet with the applicant to discuss the proposal.

**B. Application approved by Shropshire Council.**

Shawbury Parish Council – remedial work on trees in the Moat area.

Mr. Kennedy reported that:

- (a) He had received confirmation of this and would be discussing the detail with Mr. Jamie and then seek a quotation for the work. Members supported his proposals about this and future work.
- (b) Tree numbering tags had been purchased and he would be putting these in place in the near future.
- (c) There was a need to plant an ash or oak tree close to the site where the tree had recently been felled. It was agreed that this should be done in the autumn.

**13/13 Committee Reports:**

**(a) Helicopter Noise Liaison Committee:**

Mr. Kennedy gave a report on the recent meeting which had been quite short. Over the six month period there had been a total of 146 complaints about noise levels from across the total area covered by the flights.

There had been a suggestion that there was no longer a need for this type of committee but it had been agreed to continue with it.

**(b) Moat Committee:**

(a) The Clerk confirmed that he had been approached by Mr. Adrian Brown about a planned meeting with English Heritage regarding financing the extension of the agreement. He had suggested to Mr. Brown that there should be a request for additional funding to cover inflation costs and that an effort should be made to get E.H. to pay a percentage of the cost of the tree inspection and remedial work planned on trees within the Moat area.

(b) A copy of the minutes from the last Moat Committee meeting had been forwarded to all Members and no issues were raised.

(c) Mr. Roberts stated that Mr. Brown had informed him that a grant application to the English Heritage Lottery Fund was ready to be sent in.

**13/14 Press Matters:**

Details of the co-option process for additional members to be circulated.

**13/15 General**

Prior to the close of the meeting, the Chairman extended her thanks to all the Members for their support and hard work throughout the time that she had been Chairman of the Council. In return Mr. Bailey speaking on behalf of the Members responded by thanking both the Chairman and the Clerk for the excellent way they had managed and served the Council.

**13/16 Date and Time of next meeting:**

The next meeting- the AGM - will be on May 21<sup>st</sup>. 2013 at 7.00pm in Shawbury Village Hall.

**Approved as a true record of the Meeting.**

**Signed; D. Roberts (Chairman)**

**Date: May 21<sup>st</sup>.2013**