

**MINUTES OF THE MEETING OF SHAWBURY PARISH  
COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY  
FEBRUARY 9<sup>TH</sup>. 2010 at 7.00pm.**

Prior to the start of the meeting the Chairman welcomed Mrs. M Shineton (Chairman of the Quality Council Adjudicating Panel) and Ms. H. Smith (Head Teacher, Shawbury Junior School).

Mrs Shineton presented the Quality Council Certificate to the Council and congratulated Members on achieving the National Award, which reflected the hard and dedicated work being carried out and indicated that the Council was well managed and well organised.

Ms. Smith confirmed her recent appointment to the school and indicated that she felt the school was at the heart of the community and that she wished to work closely with the Parish Council and other organisations in developing community activities. Members welcomed her commitment and promised her full co-operation and support.

**Public Session:**

Two members of the public were present and asked for the Council's permission to erect a Celtic cross on Mr. M. Ransome's grave. The Vicar had referred them to the Council as the cross was higher than those normally erected in the Parish Council burial ground.

Members agreed to consider this under item 9b (3) of the agenda.

**Present:**

Mr. D. Baldwin

Mrs. F. Medley

Mr. J. Kennedy

Mr. R. Bailey

Mr. A. Brown

Mr. R. Pinches

Mrs. S. Dove

Mr. S. Dodd

Mrs. T. Howells

**In Attendance:**

Mrs. Lois Dale (Principal Rural Policy Officer, Shropshire Council)

The Parish Clerk

Two Members of the public

In the absence of the Chairman and Vice Chairman it was unanimously agreed that Mr. Kennedy should chair the meeting.

**09/163 Apologies.**

Apologies were received and accepted from Mr. S. Jones, Mr. D. Roberts. Mrs. J. Manley and Sqdn. Ldr. D. Lewis (RAF Shawbury)

**09/164 Disclosure of Personal and Prejudicial Interests:**

Pecuniary interests were declared by Mr, Bailey in Item 11(b) and Mr. Dodd in Item7 of the agenda.

**09/165 Rural Community Development**

Lois Dale (Shropshire Council's Principal Rural Development Officer) outlined details of the Rural Development Plan, which was designed to ensure that parish development was in line with the wishes of the community served by a particular Parish Council. In essence a development team in Shirehall analyses the results published in the Parish Plan, identifies needs and then works with a community group of about 30 people to try and prioritise and action those needs.

It was agreed to participate in the scheme and hold the meeting on June 3<sup>rd</sup>. 7.00-10.00pm. Richard Bailey was asked to forward a copy of the Parish Plan and he suggested that Lois asked the W.I. to provide refreshments. Frances Medley confirmed that there was a suitable room available in the Village Hall.

An assurance was given that all the administration would be undertaken by the Community Development team.

**09/166 Minutes of the Meeting held on January 12<sup>th</sup>. 2010**

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

**09/167 Matters Arising:**1. Play Area/Youth Pod Paths (09/151(1))

The Clerk reported that he had received three quotations for installing the paths and a suggestion from Allmark that there was no need for a limestone layer with a stone path. After due consideration a quote of £4,715.00 (+ VAT) from Allmark was accepted. This was without the limestone layer but it was noted that a quote from Allmark, with the inclusion of a limestone layer, would have been the cheapest

2. Cycle Track (09/151(5))

Mr. Bailey reported that:

- (a) He had concreted in the waste bin and had asked Mr. Creber to empty it regularly.
- (b) The staggered barriers on the path had been pulled down. However, he had found and replaced them using steel rods fixed in concrete.
- (c) The acrylic covering on the signs had been cracked by a blow from a solid object.
- (d) Mr. Beech had raised an issue about the barriers on the pathway which meant that he was now unable to drive his mowing machine along the path
- (e) He needed to hire a dumper to carry out the modifications recommended by RoSPA.

Members agreed to budget £60.00 for this. No labour costs were involved.

3. Village Security – Provision of CCTV coverage (09/149):

(a) Clerk reported that under legislation it was necessary to have a maintenance contract in place. The preferred contractor had given an estimate of an annual cost of between £500 and £750 for this but the first year would be free.

(b) Written permission was required from the Village Hall Committee to allow the recording equipment to be housed in a safe area of the Village Hall. Mrs Medley to action.

- (c) Local residents in the area covered by the camera had to be informed of the planned development. Mr. Bailey agreed to prepare a draft letter and forward it to the Clerk
- (d) There was a need to have discussions with the local police to clarify their support for the scheme.
- (e) Approved signs would need to be placed in the areas covered by the camera.
- (f) A written contract would be needed from Shropshire Council, indicating that they were prepared to manage the process for the Parish Council

#### 4. New Street Signs (09/151(7))

The street scene manager had been unwilling to move the sign to the proposed location as there were service cables etc. under the surface. She had arranged to paint out the arrows on the sign. It was agreed to monitor the situation.

#### 5. Quality Council (09/157)

Clerk gave a brief report on the adjudication process and thanked Sue Dove for the help she had given during the preparation of the file and also thanked her and Jill Manley for joining him and giving support at the adjudication panel meeting.

Members asked that their thanks to the Clerk, for steering the Council through the process and producing the Quality File, should be recorded.

#### 6. Poynton Road/Recreation Ground Hedge (09/151(3))

Clerk reported that he had written to the Diocese but to date had not received a reply.

#### 7. Access Report (09/151(2))

Mrs Medley reported that:

- (a) It was possible to access all the local shops with a wheel chair although it was not easy in some of them
- (b) Parking by the Co-o shop on the A53 was causing problems for wheel chair users and pedestrians, who had to move into the road to get past the vehicles parked by the shops.,
- (c) As Shropshire Council had not agreed to have a crossing on the A53 by the shops, it had been suggested that 'Elderly People Crossing' signs should be erected on the approaches to the area. Clerk to contact the Highways Department.
- (d) She was meeting Mrs. Wood, a wheel chair user, who had successfully produced development plans for Wellington Town centre, to discuss possible projects

#### 8. Garage Sign (09/151(6))

No report had been received from Mr. Jones.

#### 9. Loose dogs on the Recreation Ground (09/155(3))

Clerk reported that he had discussed this with the legal department at Shirehall. They had advised that the process was costly and not worth proceeding with unless the Parish Council could 'police' the area. They suggested simply erecting signs stating 'Dogs must be kept on leads'.

#### 10. Highways (09/156(a1))

Mr. Limb reported that repairs to the B5063 Wytheford Road and the pavement alongside the A53 had been prioritised but he was waiting for confirmation of the budget for 2010 – 2011.

11. Streetlight (09/156(b))

NWP had carried out an inspection of light number 73 in White Lodge Park and had identified that the aluminium post appeared to have been struck by a motor vehicle. It was not possible to carry out repairs and although not currently dangerous, the post needed replacing. It was agreed to report the incident to the police and make an insurance claim for a replacement post

12. Fly Tipping (09/156(3c))

Street Scene Manager had reported that waste in the public areas had been collected but they did not have the authority to remove waste from privately owned land.

13. Consecration of the Extended Burial Ground (09/155(4))

Clerk reported on the developments but informed Members that no progress could be made until there was a formal resolution asking the Diocese to arrange for this to take place.

The following resolution was tabled and unanimously approved:

*‘Shawbury Parish Council formally requests that the Lichfield Diocese asks the Bishop of Shrewsbury to consecrate the Extended Burial Ground’*

14. Wem Road Waste Bin (09/133(11))

Street Scene Manager had reported that she had spoken to personnel at the RAF station who felt that erecting a bin could pose a security risk and that the amount of litter had reduced considerably.

15. Shropshire Council Area Committee – change of membership criteria (09/60(c))

Clerk reported that he had raised the issue of membership with Tom Brettell at Shropshire Council, who had promised that he would get those responsible for the Committees to give the request due consideration.

**09/168 Correspondence**

The following correspondence was brought to the attention of Members:

1. SALC – ‘Draft Constitution’.
2. SALC – Details of training courses. Members to advise Clerk of any they wish to attend.
3. Shaw and Sons – ‘The Parish Councillors Guide’. It was agreed to obtain four copies.
4. Telford and Wrekin Council – Local Development Framework.
5. Play Safety – Play Area inspections. Clerk was asked to arrange inspections and to ask for the inspector to make an appointment so that Mr. Bailey or others could accompany him/her.
6. NALC - Review of level of burial fees. It was agreed to retain the current level.
7. Shropshire Council – Scrutiny Panel report on Gritting.
8. Shropshire Council – Shropshire Local Development Framework final draft plan about to be published. Members to advise Clerk if they wish to have further details when available.
9. Shropshire Council – review paper dealing with ‘The future of the Community Skip’.
10. Email from Mr. Alex Caldwell raising concerns about the Council’s development plans.

Clerk had already spoken to Mr. Caldwell but as he has asked to speak to a Councillor, Mr. Dodd offered to make contact.

**09/169 Accounts for Payment:**

It was resolved to pay the following accounts:

Mr .J. Wilson	Salary (February)	£336.50
Mr. J. Wilson	Expenses (January)	£108.16
Mr. J. Wilson	Refund of Quality Council Registration Fee	£117.50
Inland Revenue	Income Tax (February)	£83.50
Mr. T. Creber	Village work (February)	£417.00
Mr. A. Houlihan	Toilet facilities (February)	£50.00
N.W. P. Electrical	Streetlight Maintenance (Feb.)	£227.57
Mr. A. Brown	Purchase of strimmer for Moat work	£470.85
St. John Ambulance	Booked attendance at ‘Fun Day’	£58.75
St. John Ambulance	Attendance at Firework Evening	£58.75
S.A.L.C.	Course fee (Mrs. Manley)	£20.00
Mr. S. Dodd	Erection of sign at Children’s Play Area	£49.61
Reprographix	Parish Plans £444.50	
	Newsletters £106.00	
	Quality Manuals £34.00	£584.50
Mr. J. Jamie	Remedial tree work	£1,550.00
Mr. H. Humphries	Japanese Knotweed treatment	£100.00

**09/170 Financial Statement:**

A financial statement was tabled and approved.

**09/171 Exchange of Information:**(a) Issues for inclusion on the next agenda:

1. Parish Plan.
2. Seating in the Parish.
3. Possible awards for Community Service in the Parish
4. Annual Tree Inspections
5. Possible warning signs in Moat area.

(b) Issues needing urgent attention:1. Highways:

General concern about the state of the A53 and other roads following the recent bad weather.

2. Street Lights:

.No issues raised.

3 Other:1. Gravestone in Burial Ground:

Members agreed to the application to erect a four foot Celtic cross on the site of Mr. Ransome’s grave.

2. Shropshire Cat Rescue was given permission to use the Recreation Ground for a car boot sale on May 8<sup>th</sup>.
3. Members noted complaints from Mrs. Frank regarding parking outside the Co-op shop, possible changes to the traffic lights and speeding traffic on the Wem Road.
4. It was noted that Sue Thomas had replaced Tom Brettell as Shropshire Council’s Regeneration Officer for the area.

5. Mr. Bailey reported that there was another instance of fly tipping in Parry's Lane. Clerk to report to Street Scene Manager.
6. Shropshire Council had reported that there would no longer be grants available for Parish Council streetlight projects.
7. Frances Medley, David Baldwin and Adrian Brown agreed to become signatories for Council cheques.

**09/172 Council Car Park:**

.Members agreed to go ahead with modifications to the car park based on plans provided by Mr. Brown. Clerk to check if a planning application is required and on the possibility of getting grant aid before any further action is taken.

**09/173 Moat Committee:**

(a) Role of the Committee:

The group had asked for clarification of the role of the group following concerns raised by Members at the last Council meeting. Members gave consideration to a paper produced by the Clerk and noted that he and Mr. Brown had since discussed various options.

It was agreed that:

1. Any money raised by group functions would be held by the Council under a separate budget head and could be used by the Group for identified projects in the Moat area.
2. The Clerk was seeking advice from the Insurance Company regarding insurance cover for volunteers.
3. Mr. Brown and the Clerk would revisit the Moat constitution and suggest possible alterations.

(b) Quotations for grass cutting:

Mr. Bailey left the room at this point having declared an interest:

Members considered two quotations received for grass cutting in the Moat area and after consideration accepted the quote from Mr. Bailey at £35.00 per cut.

**09/174 Applications for grant aid:**

After detailed consideration it was agreed to make a £100 grant to each of the following: Shawbury Scouts and Guides; Severn Hospice; Macmillan Nursing Care; Marie Curie Cancer Care; Hope House; West Shropshire Talking Newspaper

**09/175 Reports from:**

(a) **Police:**

No report tabled.

(b) **Youth:**

No report tabled.

(c) **RAF Shawbury:**

No report tabled.

(d) **Shropshire Council::**

No report tabled.

**09/176 Planning Applications:**

The following application was considered and supported by Members:

‘Meadowcroft’, Shrewsbury Road, Shawbury – demolition of garage and erection of a dormer bungalow and detached garage.

The following applications had been approved by Shropshire Council:

1. 114, Drayton Road, Shawbury – erection of a single storey extension to rear of property.
2. The Cottage, Drayton Road, Shawbury - erections to front and rear and detached open fronted garage.

The following application has been withdrawn:

London House, Shawbury Heath – extension.

**09/177 Committee Reports:****(a) Moat:**

Mr. Brown gave a report on activities which included:

- Nearly 1,250 volunteer hours spent tidying up the Moat Area.
- Strimmer//brush cutter purchased with a grant from the Community Council of Shropshire’s Grassroots fund
- JJ Arboriculture had started work on January 25<sup>th</sup>. and was making good progress and everyone pleased with the results to date.
- Tidying up undertaken at the end of January but the February event cancelled because of bad weather.
- Need for the Council to identify a system for annual inspection of trees.
- Acknowledgement of letter received from Channel 4 Time Team.
- Shropshire Council CSE Inspector to meet volunteers on February 10<sup>th</sup>.
- Heritage Lottery Fund application is making good progress.
- English Heritage has produced a brief for the creation of ponds but further action cannot be undertaken until a decision about funding is made in the new financial year.

Full report is on file.

**(b) Parish Plan:**

Mr. Bailey reported further problems relating to the printing of the final document but they were being resolved and the final version would be available by the end of the week. He was arranging a meeting of the steering committee to discuss the results of the process and determine the future of the group.

Any further action.

**(c) Youth Report:**

Members considered a report presented by Stewart Dodd and congratulated him on the detail and the work he was involved with. A suggestion that an annual award be made to a parishioner doing exceptional work with young people was tabled for inclusion on the next agenda.

**09/178 Press Matters:**

No urgent issues identified but a picture, taken by Mr. Dodd, of the Quality Council Certificate being presented to the council to be sent to the Shropshire Star.

**099/179 Date and Time of next meeting:**

The next meeting will be on March 9<sup>th</sup>.at 7.00pm in Shawbury Village Hall.

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

**Signed S. Jones (Chairman) Date: March 9<sup>th</sup>.2010**