

**MINUTES OF THE MEETING OF SHAWBURY PARISH  
COUNCIL HELD IN THE VILLAGE HALL ON TUESDAY  
APRIL 14<sup>th</sup>. 2009 at 7.00pm.**

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**Public Session:**

There was one member of the public present but no issues were raised.

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**Present:**

Mr. S. Jones (Chairman)

Mrs. J. Manley

Mr. R. Bailey

Mr. S. Dodd

Mr. D. Baldwin

Mr. C. Kennedy

Mrs. S. Dove

Mr. R. Pinches

Mr. A. Brown

Mr. D. Roberts

**In Attendance:**

The Parish Clerk.

Sqdn. Ldr. D. Lewis (RAF Shawbury)

Mr. T. Brettell - Shropshire Council (Community Working Team)

**09/01 Apologies:**

Apologies were received and accepted from Mr. G. Humphries and Mrs. F. Medley.

**09/02 Disclosure of Personal and Prejudicial Interests:**

Mr. Bailey declared an interest in Item 8 of the agenda.

**09/03 Shropshire Council – Community Working**

The Chairman welcomed Mr. Tom Brettell, who had recently taken up a post with Shropshire Council as a member of the Community Working Team, with specific responsibility for the Wem Area as the Senior Community Regeneration Officer.

Mr. Brettell gave a brief outline of his responsibilities which included working with and supporting Parish Councils in developing initiatives and helping to identify and secure grant aid. It was a new service area working at grass roots level.

Members welcomed the appointment and felt it would be of great benefit to the Council.

Clerk agreed to maintain regular contact and to provide Tom with copies of agendas, minutes etc.

**09/04 Minutes of the Meeting held on March 10<sup>th</sup>. 2009**

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

**09/05 Matters Arising:**

**1. Youth Pod (08/170(1))**

Mr. Bailey reported that Mr. L. Humphreys had completed the task of laying the slabs and that he had concreted in the new waste bin himself.

2. Burial Ground Fence (08/170(6))

It was noted that the work had been completed. The Chairman indicated that there was a need for some hard core to be placed in the access gate area. Mr. Bailey offered to arrange the work with the help of volunteers and it was agreed that £60.00 should be allocated for the purchase of the materials.

3. Fence Posts between Park Avenue and Poynton Road (08/170(3))

It was reported that the work had been completed

4. Street Name Signs (08/170(5))

As there had been no action taken by N.S.D.C., the issue had been raised by Mr. Bailey and Mr. Kennedy at a recent meeting held with Mr. Gradwell from Shropshire Council. He had promised to try and identify who was taking responsibility for this in the new Council.

5. Village Fun Day (08/170(8))

Mrs, Manley reported that everything was going well and that she had asked individual groups to send details of their insurance to the Clerk. There would be plenty of activities with free events for children. Help would be needed on the day.

6. Toilets. (98/170(9a))

The licensee of the Elephant and Castle Public House had still not responded to the Clerk but there appeared to be no problems. The Clerk confirmed that he had ordered two signs stating that 'Public Toilet Facilities are available in the Elephant and Castle Public House'.

7. Additional Seating (08/170(9b))

It was agreed that there was a need for new seats but a decision on the design and location was deferred until the next meeting.

8. Floral Gateways to Shawbury (08/170(9d))

Mr. Bailey had provided a site plan and a design and the Highways Department had accepted these. The Clerk had completed the necessary paper work and Mr. Bailey agreed to go ahead with the work after consulting with Mr. Wood at the Hodnet site. £400.00 was allocated for the project.

9. BMX Track (08/170(9f))

Clerk reported that a grant of £3,000.00 had been made by N.S.D.C. and he had completed a planning application. Mr Bailey stated that he had received a letter from Karen Townend, N.S.D.C planning officer, stating that in her opinion an application would not be necessary. Clerk agreed to check the situation but it was felt that it would be better to make a formal application.

10. Tree Inspections (08/17(9h))

Clerk said that a detailed report had been received and he had forwarded a copy to Mr. Brown and the Chairman. Mr. Brown agreed to send a copy to the Vice-Chairman. Planning applications had been lodged for the necessary remedial work that was required and it was resolved that Mr. J. James should be invited to carry out the work. Mr. Brown agreed to liaise with Mr. James and Mr. Merchant once the planning applications were approved.

11. Paths to Play Area and Pod (08/173)

The Clerk gave details of three quotations received for the construction of paths to the Pod and the Play Area. However, whilst these were being considered it was suggested that if the path was extended round the Recreation Ground and identified as a Fitness Trail, substantial

grants might be available. It was therefore decided to put on hold the original plan whilst Mr. Brettell investigated this for the Council

#### 12. Highways (08/180(b1))

A letter received from the Highways Department stated that River Gardens Sign would be repaired in the new financial year. The pot holes in Painsbrook Lane would be attended to and localised haunching and strengthening work would be carried out in the new financial year.

Mr. Bailey and Mr. Kennedy gave more information on the meeting held with Mr. Gradwell from Shropshire Council. A number of issues had been raised, including the need to move road signs for the RAF Base and Wem and the car park to more appropriate locations; the possibility of a zebra crossing on the A53 by the shops and the need to review the programming of the traffic lights. They had received positive responses from Mr. Gradwell and the Clerk and Mr. Brettell agreed to have further discussions with him.

#### 13. Wem Road Lighting Project:

Clerk gave details of a meeting he and the Chairman had been called to, with representatives of Shropshire Council, regarding the position of one of the posts. This post had been moved to accommodate complaints raised by residents but they were advised that now it did not meet the required standards for highways lighting. The Clerk had spoken to Mr. P. Edwards at Shirehall who had promised to come back with some recommendations but to date there had been no response.

After consideration, it was decided that at this stage the Parish Council should not take any action.

#### 14. Publicity (08/176(2)):

It was noted that pictures and details of Councillors had been delivered to the identified locations.

#### **09/06 Village Security (08/171)**

Mr. Bailey updated Members on a meeting held with representatives of the Village Hall, Councillor D. Roberts and a recommended contractor. It had been suggested that there was a need for two cameras – one on the car park and the second at the junction of Poynton Road and Church Close. On inspecting the streetlight at that point, it had become clear that it was in a poor state of repair and would probably have to be replaced. This would provide an ideal opportunity to erect an eight metre high light, able to house a camera.

The representatives of the Village Hall Committee felt that in principle it would be possible to house the hardware at a location in the Village Hall but a site was not finalised.

An initial quotation of £12,000 had been given by the contractor.

Mr Brettell advised Members that a new unit had been created by Shropshire Council, to oversee and standardise the use of CCTV cameras and control the cameras from a central location. He recommended that the head of the unit – Mr. D. Roberts – be invited to the next Council meeting to give advice and help. This was agreed and the Clerk was asked to contact Mr. Roberts.

**09/07 Children's Play Area**

The Play Area had been completed and transferred to the Parish Council for maintenance and insurance. Mr. Dodd had noted that there were no signs on the site and after consultation with the Chairman, the Clerk had ordered two.

Mr. Dodd suggested that the erection of a Council Notice Board at the site would help publicise Council activities and it was agreed to consider this at the next meeting.

**09/08 Correspondence:**

The following correspondence was brought to the attention of members:

1. Shropshire Council – consultation document on interim planning guidance for affordable housing. Chairman to review.
2. Mr. Soden – complaint about constant and excessive explosions. Clerk had also received three 'phone calls about the same problem. He had replied, stating that the noise was from bird scarers being used on local farms. The Chairman reported that the issue had been raised with the Environmental Health Department, who were taking action.
3. Rev. Humphries and Mr. Davies - expressing concern about soil on one of the graves. The matter had been investigated and was either the result of mole hills being flattened or some soil from the recent work on site. New grass seed would be sown on the grave.
4. S.A.L.C. – additional training courses
5. Letters of thanks from all the recipients of Section 137 grants.
6. Shawbury Angling Club – application for grant aid to enable the pools to be stocked.  
Resolved to make a grant of £500.00

**09/09 Accounts for Payment:**

It was resolved to pay the following accounts:

Mr. J. Wilson	Salary (April) `	£332.22
Mr. J. Wilson	Expenses (March)	£156.81
Inland Revenue	Income Tax (April)	£83.00
Mr. T. Creber	Village work (April)	£427.00
N.W.P. Electrical	Streetlight maintenance	£222.73
Nobridge Ltd.	Removing trees from burial ground	£1,322.50
Graphic Office	EP27 Cartridge	£56.34
S.A.L.C.	Annual Membership	£688.93
N.A.L.C.	Subscription for LCR magazine	£13.50
Shawbury W.I.	Refreshments for Parish Plan meeting	£80.00
Balfours	Rent for Recreation Ground	£850.00
Balfours	Rent for car park	£75.00
TSS	Burial ground fencing	£7,676.35
TSS	Burial Ground – temporary fencing	£575.00
Mr. A. Houlihan	Provision of toilet facilities	£50.00
Trevor Iles Ltd.	Supplying waste bin	£220.80

R. Bailey	Lock/keys for burial ground	£20.96
	Play area work – Erdington Close	£100.00
	Repairs to bus shelter	£48.60
	Fixing bin at Pod site	£50.50
Interactive Informatic	Initial setting up of web site	£691.15

### **09/10 Financial Statement:**

A financial statement was tabled and approved.

### **09/11 Review of Accounts for previous year (not audited)**

The Clerk tabled an unaudited statement of the previous year's accounts and a spending forecast for the coming year. After allowing for committed expenditure, there would be approximately £40,000 available to cover the projects that had been identified in the capital expenditure proposals.

### **09/12 Parish Matters:**

#### 1. Items for inclusion on the next Agenda:

The Clerk was asked to include the following:

- (a) Number, type and location of additional seats.
- (b) Possible bid for grants from the new County Area Committee.
- (c) Possible Zebra crossing on the A53 by the shops.
- (d) Siting of a Notice Board at the new Play Area.
- (e) Regeneration of the old pod area.

#### 1. The following items were raise as being in need of urgent attention:

##### (a) Highways:

A53 - the road surface on the bend between the Wytheford Road junction and the River Roden was in a poor condition and needed some remedial work. Clerk to inform Highways Division.

##### (b) Fly Tipping:

In Park Avenue, behind the garages. Clerk to inform Meres and Mosses.

##### (c) Japanese Knotweed:

Now growing on land behind the Old Vicarage, which is owned by the Diocese. Clerk to inform Mr. Watney at Balfours and ask for action to be taken.

##### (d) Mr. Creber's contract:

The additional bins placed at the new Play Area and the Pod, coupled with increased usage of the areas, was creating much more litter and additional work. Mr. Bailey agreed to discuss the problem with Mr. Creber and report back to the next meeting.

##### (e) Council Notice Board:

Mr. Kennedy informed Members that he had carried out urgent repairs after it had been damaged. He had discussed this with the Clerk before purchasing materials.

##### (f) Damaged Streetlight:

Clerk was asked to contact NWP Electrical again regarding the street light at the junction of Poynton Road and Church Close.

**(g) Youth Activity:**

Mr. Bailey reported that the police had suggested that the young people, who had benefitted from the activities provided for them at the RAF station, could be asked by the Council to do some activity within the parish, organised by the Council.

Members dismissed the idea because of insurance implications and also the need for the supervising adults to be suitably qualified. It was felt that the police should do this Themselves...

**09/13 Standards for Parish Councils:**

Members had been given the opportunity to study the paper issued by the Standards Board and the Clerk had prepared a complaints policy statement. This was adopted by a unanimous decision of Members.

**09/14 Reports From:****(a) Police:**

A written report had been received which indicated that in the period since the last meeting, three offences of criminal damage had been recorded, one to a building, one to a car and one to other property.

**(b) Youth:**

No report tabled.

**(c) RAF Shawbury**

No report tabled.

**(d) County Councillor**

No report tabled.

**09/15 The Power of Well Being:**

The Chairman and Clerk gave a brief resume of an information session that had been attended by four Members and the Clerk. This was a new Government initiative giving qualifying Parish Councils the opportunity to raise and spend additional income on a range of initiatives, which they currently did not have power for. Qualifying Councils had to have at least 66% of the Members elected and the Clerk had to be qualified. If a Council applied for recognition, the Clerk needed to get an additional qualification and 80% of the Members would have to attend a training session. The session would last for at most two hours and be held locally.

After due consideration there was a unanimous vote to apply for recognition and it was felt that a Tuesday evening would be the most suitable for a training event. The Clerk to discuss possible dates with John Ward at S.A.L.C.

**09/16 Planning Applications:**

A. Since the last meeting the following applications had been received and after consultation with the Chairman and Vice-Chairman, no objections had been raised:

1. 21, Mytton Lane, Shawbury – two storey extension to rear of building.
2. Parklea, 110 Poynton Road, Shawbury – change of use of part agricultural to domestic cartilage and erection of a detached summer house.

Chairman had declared an interest.

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3. Parklea, 110 Poynton Road, Shawbury – change of use of part agricultural to part domestic, part equestrian and erection of a steel framed building for use as garage/store/stable.

Chairman had declared an interest.

4. Moat Area – remedial work on one oak tree covered by a TPO
5. Moat Area – proposed work on trees covered by Shawbury TPO

B. It was noted that the following application had been approved:

32, Wem Road, Shawbury – erection of a single storey extension.

**09/17 Committee Reports:**

(a) Moat Area:

Mr. Brown reported that since the start of the tidy up sessions in April 2006, 1,000 hours of volunteer work had been logged and he wished to thank everyone who had contributed. He also stated that the Shawbury Cub Scouts had notched up over 50 hours in two sessions.

Good progress had been made on clearing the scrub from around the pool. Some of the hedgerow had been tidied and seed had been sown.

The Heritage Lottery Fund representative had advised that there was no cut off date for grant applications and Mr. Brown stated that he intended to process the application a.s.a.p.

(b) Parish Plan

Mr. Bailey reported that there had been two committee meetings which were devoted to putting together the final documents for circulation.

The Open Meeting had been attended by 40 people. Mr. Brown had prepared an excellent power point presentation and the local W.I. had provided refreshments. It had been a successful event.

(c) Local Area Committee:

Mr. Kennedy gave a brief report on the last meeting of the Area Committee, when there had been little business of interest to the Parish.

Shawbury had now been moved into a new area based on Wem and the indications were that there would be a sizable budget available for participating parishes.

Clerk advised members that he had applied for application forms and there would be a need to make early applications for grants.

**09/18 Countryside Agency:**

Mr. Bailey gave a brief outline of Shropshire Council's Parish Paths Partnership scheme. The objectives were to encourage local groups to help with the identification of problems and carrying out minor maintenance work. Members of the local walking group were going to help with this. A grant of £100 had been made and it was agreed that the Parish Council would hold this money for the group. A Shawbury P3 group had been set up with Mr. Bailey as Chairman.

The Chairman suggested that the group would need a simple constitution and Mr. Bailey agree to set this up.

**09/19 Press Matters:**

No matters were raised for the press..

**09/20 Date and Time of Next Meeting**

Tuesday May 12<sup>th</sup>. at 7.00pm. –Annual General Meeting.

It was noted that the Annual Parish Meeting would be on Wednesday May 27<sup>th</sup>. at 8.00pm

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

Signed *S. Jones*

Date: May 12<sup>th</sup> 2009

Chairman