

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

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**Public Session:**

No members of the public were in attendance and no issues were raised.

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**Present**

Mrs. J. Manley (Chairman)

Mrs. S. Dove

Mr. D. Baldwin

Mr. R. Bailey

Mr. R. Pinches

Mr. D. Roberts

Mr. J. Kennedy

Mr. S. Jones

Mr. A. Brown

**In Attendance:**

MACR G. Longmuir (RAF Shawbury)

The Parish Clerk

**10/126 Apologies:**

Apologies were received and accepted from Mr. S. Dodd, Mrs. T. Howells and Mrs. F. Medley.

**10/127 Declaration of Personal or Prejudicial Interests:**

Mr. Bailey declared an interest in agenda items 4(c), 6, & 10 and Mr. Brown and Mr. Roberts in Item 6.

**10/128 Minutes of Meeting held on October 12<sup>th</sup>. 2010:**

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

**10/129 Matters Arising:**

**(1) Highways (10/117 & 10/119):**

Responses had been received from

(a) Mr. David Gradwell - confirming that warning signs on the A53 and Poynton Road and improvements to the signs for the RAF Station and the car park are all included in the works programme for the current year and will be carried out as soon as possible.

(b) Mr David Limb - stating that an inspection of the footpath fence opposite the RAF station would be carried out and a report sent to the Council.

**(2) Cycle Track – Grant Aid (10/06(f):**

Clerk confirmed that the completed application form had been sent to the nominated Youth Officer but to date there had been no response. He would contact him to see when a decision could be expected.

(3) Firework Event. (10/106(f)):

Mr. Bailey gave a detailed report on the Firework Evening, which had been very successful with increased numbers attending and resulting in a profit of £272.50. He extended thanks to everyone who had helped with the preparation and organisation of the event. For future events there would be a need to provide access to toilet facilities and to consider the entertainment element. The response to the competition for the best guy had been minimal and would not be held next year.

The Chairman stated that she was delighted at the success of the evening and congratulated Richard on providing such an excellent event and appreciated how much hard work had been undertaken. Her comments were supported by Members who reported on favourable comments by many people.

(4) Land between Recreation Ground and the River (10/106(g)):

Members considered a letter from Mr. Watney (Balfours) outlining the type of path he wished to see developed from the Burial Ground to the extended area of the Glebe. He indicated that the development of car parking facilities was for the Council to decide. It was resolved to conditionally accept the offer and ask Mr. Watney to get the approval of the Diocese Committee. In the meantime efforts would be made to seek grants to support the development.

The Chairman and Mr. Bailey reported on a positive meeting with Mr. Hughes from Shropshire Wildlife Trust. Further details would be given at the next Council meeting when the possible use of the new Glebe area would be given detailed consideration.

(5) Vehicle Activated Speed Control Signs (10/111):

The Clerk reported that Shropshire Council's policy on these signs was '*Signs will be procured by Shropshire Council and will conform to a standard specification. Shropshire Council will retain ownership of the signs and take responsibility for the erection and maintenance.*'

Members expressed concern at the cost of providing this service and Mr. Jones agreed to seek clarification as to how the price had been calculated.

(6) Toilet Facilities (10/114):

Members considered an email response from Velma Finney, Shropshire Council's Access Officer, in which she advised the Council that the use of the Public House facilities was not an acceptable solution, as it did not provide suitable facilities for disabled people.

After due consideration it was resolved to write to:

- (a) Mr. Houlihan and Punch Taverns to ask if there were any plans to provide disabled toilets at the Elephant and Castle and
- (b) The Parochial Church Council to see if access to the Church Toilets would be permitted for members of the public, whilst the Church was open.

(7) Erdington Close Play Area (10/112):

(a) Cat Litter:

Mr. Bailey confirmed that he had distributed a leaflet to all the local residents pointing out the problems being caused by cats fouling the play area. He was pleased to report a vast improvement in the situation with a reduction of about 80% in the amount of cat faeces.

;( b) Fence Treatment:

MACR Longmuir agreed to seek approval for a group of RAF personnel to carry out this work next spring, as a community project. It was agreed to use some of the sponsorship money for the materials.

(8) Burial Ground (10/118(2)):

(a) Regulations:

Members considered the regulations which had been formulated in 2003 and agreed that no changes should be made. Clerk was asked to write to the Vicar asking him to ensure that the relatives of those being buried were provided with a copy and that they signed a document to acknowledge this.

(b) Maintenance:

It was reported that some relatives were not adhering to the regulations, some graves had sunk and some had raised mounds. This was making it difficult to maintain the area. The Clerk was asked to compose a letter explaining the problems and the Chairman agreed to deliver them and speak to the relatives. It was appreciated that this was likely to cause some upset but was necessary to ensure that the area was maintained effectively.

(9). English Heritage (10/106(k)):

Clerk reported that he had not received a response to the request for an additional grant to cover the cost of grass cutting. He was asked to write again, pointing out the need for the Council to know the result of the application in time for the budget setting process.

(10) Glebelands – dead tree (10/106(e)) :

Meres and Mosses has visited the site and pointed out that tree was situated in the Glebe area and therefore not their responsibility. Further advice from Mr. Hughes of the Shropshire Wildlife Trust had indicated that the tree was not an immediate danger and it was agreed to keep it monitored. Shropshire Council's tree officer had confirmed that there was not a preservation order on the tree.

(11) Grass Cutting (10/106(h)):

It was confirmed that the Clerk and Mr. Bailey would be meeting with Mr. Cope (Nobridge Ltd.) to discuss the grass cutting programme. It was agreed that a new detailed quotation should be sought to ensure that a uniformed service was carried out in the future.

**10/130 Correspondence:**

Members considered the following correspondence received by the Clerk since the last meeting:

1. Shropshire Council Newsletter.
2. ALC – Parish Pump.
3. NALC - information that there would not be a freeze on Parish Council precepts.
4. Mr. Neill MP thanking the Council for its response to the Governments consultation paper on referendums.

**10/131 Accounts for Payment:**

Mr .J. Wilson	Salary (November)	£428.51
Mr. J. Wilson	Expenses (October)	£105.85
Inland Revenue	Income Tax (November)	£107.51

Mr. T. Creber	Village work (November)	£417.00
Mr. A. Houlihan	Toilet facilities (November)	£50.00
Mr. R. Bailey	Removal of summer bedding and planting up Floral Gateways for spring at cost	£100.00
	Design, fabrication and installation of cupboard for CCTV control and storage, removal of streetlight inspection cover and re-welding. Provision of crowd barriers and overall supervision of project.	£65.00
	Materials for cupboard	£25.00
	Repairs to Youth Pod windows	£15.0
NWP Electrical	Streetlight maintenance	£227.57
DL & JA Southam	Installation of fused spur for CCTV	£78.63
Joe Jamie	Further remedial tree work	£900.00
AON	Premium for CCTV cover (Oct –April)	£86.89
ORP surveillance Ltd.	Installation of CCTV Camera etc.	£8,786.19
Scottish Power	Power supply (Oct.)	£169,98
Mr. A. Brown	Moat Expenses	£12.15
Jackflash	Firework display	£1,880
St John Ambulance	First Aid provision (Firework event)	£58.75
Mr. D. Roberts	Materials for installing Moat seats	£44.12

#### **10/132 Financial Statement:**

A financial statement was tabled and approved.

#### **10/133 Parish Plan Review:**

The Clerk had distributed an updated review of the Parish Plan which was accepted. It was noted that a number of outstanding Items had been included in the Capital Bids Programme. One issue which had not been addressed was a ‘Village Design Statement’. Mr. Brown offered to produce a paper for Members to consider and for inclusion on the next agenda. It was agreed to send a copy of the document detailing achievements over the past eighteen months to the Press, Shropshire Radio, local MP and the Prime Minister’s Office. It would also be published on the web site and made available in the Village Hall and the Library

#### **10/134 Capital Bids:**

The Committee set up to review the budget and capital bids had identified that there would be £34,000 available for the capital bids programme. It was agreed to proceed with the following projects:

Car park development	£8,000
Poynton Road hedge/replacement bollards	£10,000
Improved lighting (Church St.)	£3,000
Speed activated signs (Sites 1 & 3)	£3,000 and then £750 per annum.
Glebe area development + paths	£3,000 (matched funding available).
Burial Ground paths and hedge	£2,000
Replacement photocopier	£500

Issues raised in the Parish Plan

Drop in Centre (Village Hall)	£800 to kick start the project.
Relocation of sign at Simon's Garage	£500
Fitness trail	£1,500
Additional landscaping	£500

With reference to these projects the Clerk was asked to:

- (a) Complete a planning application for permission to totally remove Poynton Road hedge
- (b) Write to the Village Hall Committee offering a grant to pump prime a 'Drop in Centre' in the Village Hall to cover rental costs and materials.
- (c) Write to Mr. Reader offering a grant to move the sign which obstructs pedestrians view when crossing the A53. (Mr. Bailey to discuss this with Mr. Reader.)

Mr. Brown agreed to:

- (a) Draw up a detailed specification for the Car Park improvements.
- (b) Investigate the possibility of alternative lighting using the same poles in Church Street.

**10//135 CCTV Camera:**

Mr. Bailey reported that the camera had been installed and was working effectively but there was a need to carry out weekly visual checks, to ensure that the equipment was working. This did not involve accessing any recorded data. The contractor had stated that if he could get access to broadband, he could do this from his work premises as well as making any required modifications to the system. The Clerk was asked to contact the library service to see if the broadband to Shawbury Library could be used. In the meantime Shropshire Council to be asked if it was in order for Mr. Dodd (who is registered) and Mrs. Medley (Village Hall key holder) to carry out the checks.

It was agreed that the key holders should be Shropshire Council, The Clerk, Mrs. Medley and Mr. Bailey.

**10/136 The Youth Pod:**

Mr. Bailey reported that he had removed the remaining panels from the pod. Mr. Jones said that the Community Safety Partnership may be prepared to fund replacement metal panels.

**10/137 Festival of Trees and Cribs:**

.It was agreed to participate in the Festival and Mr. Bailey and Mrs. Manley agreed to undertake the work using a grant of £25.00 from the Council.

**10/138 Exchange of Information:**

(a) Issues needing urgent attention:

(i) Highways:

Large pothole at entrance to White Lodge Park.

Badly damaged and dangerous footpath outside Baker House.

Overgrown conifer tree narrowing the highway at Merlwood Farm on the road behind RAPRA.

Clerk to report to Highways Department.

(ii) Streetlights:

One light not working on Wem Road and one in River Gardens.

Clerk to report to contractors.

**10/139 Other Information:**

1. Elephant and Castle Public House – Community Christmas Event.

It was agreed to make a contribution of £50.00.

2. Car Park Ash Tree:

It was agreed to monitor this tree which was becoming overgrown but not identified as dangerous.

**10/140 Unresolved Parish Business:**

The following projects/issues have yet to be resolved:

Car Park renovation – deferred until the next financial year.

Poynton Road/Recreation Ground Hedge – deferred until next financial year.

Traffic Lights - see report in September minutes.

Fence on A53 – see item under October Moat report.

Vehicle Operated Speed Controls - deferred until next financial year.

Local Joint Committee - substitute Councillor. Committee under review by Shropshire Council.

Burial Ground Paths – deferred until next financial year.

Signs to Car Park and RAF Shawbury; A53 Crossing sign and sign on Poynton Road - Shropshire Council confirm that they will be installed before the end of the financial year.

Sparrow Cottage.

Car Park Tree.

English Heritage – awaiting response to application for additional grant.

Cycle Track – awaiting response to grant application.

Erdington Close Play Area – Fence painting.

**10/141 Site Meetings:**

Already reported under Items 10/135 and 10/129(4).

**10/142 Reports from:****(a) Police:**

No offences had been recorded in the period since the last meeting.

**(b) Youth:**

No report tabled

**(c) RAF Shawbury:**

MACR Longmuir gave the following report:

1. Up to 33% of service personnel from the base would be participating in Remembrance Day services across the County with 15 sites being attended and a contingent joining the Shrewsbury Parade.
2. Chinook helicopters would be based at the camp between December 6<sup>th</sup>. – 10<sup>th</sup>. for personnel training. Night flying would cease by 8.00pm
3. The Craft and Food Fair had been successful and it was planned to hold another one in the summer.

4. The base would be shut down for two weeks from December 20<sup>th</sup>.

**(d) Shropshire Council:**

.Mr, Jones (Shropshire Council Councillor) updated members on the financial situation facing Shropshire Council, with a need to reduce expenditure by £76 million over the next four year. Ten million has already been saved. There had already been a detailed review of senior management posts and substantial cuts and increased fees were anticipated. There was an ongoing review of staff conditions of service and allowances but the cuts would impact on services with some being devolved to other agencies to manage.

**10/143 Planning Applications:**

(1) The following applications were considered by Members:

(a) London House, Shawbury Business Park – erection of a steel portal framed building.

(Changes to original application) Application supported.

(b) 3, Church Close, Shawbury – erection of building for caravan storage. Application supported. .Suggestion made that the wood should be coloured to blend in with surroundings.

(c) RAF Shawbury – erection of a new Physical Training Centre. Application supported.

(2) The following application has been approved by Shropshire Council:

48, Bridgeway, Shawbury – erection of a detached double timber garage.

**10//144 Committee Reports:**

(a) Moat Committee:

Mr. Brown reported:

Volunteer Hours had now reached 1,385.

Seating had been completed.

Meeting planned for November 11<sup>th</sup>. with English Heritage and the Environment Agency to discuss the Bio Diversity project.

Fencing planned for pool area but main fence around Moat to wait until project work is complete.

The Moat group would like to erect a sign at the entry to the Moat from the A53. This was approved and Mr. Brown will provide further details of the wording etc.

(b)Shropshire Council Local Joint Committee:

Mr Kennedy gave a report of an interesting meeting which had included talks by a Youth Representative, the Police and one on 'Love Food- Hate Waste'.

Applications from Shawbury Bowling Club and Wem Rural District Council had been deferred until further information had been provided.

**10/145 Press Matters:**

.Parish Plan – Interim report.

**10/146 Date and Time of next meeting:**

The next meeting will be on December 14<sup>th</sup>. at 7.00pm in Shawbury Village Hall.

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

**Signed** \_\_\_\_\_ **(Chairman)** **Date** \_\_\_\_\_