

COUNDRY PARISH COUNCIL

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MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.30pm ON 15th NOVEMBER 2018 AT COUNDMOOR VILLAGE HALL

Present: Parish Councillors S Scott (Chairman), T Roberts (Vice Chairman), L Clutterbuck, S Green, S. James, J Hall, R Sartain, M Smith, Shropshire County Councillor C Wild

Clerk: Kathy Symonds

60.18 Apologies for Absence

All Councillors were present. Councillor Nicholls had reluctantly resigned with effect from 8th November. Councillors expressed their gratitude to her for her many years of sterling service on the Parish Council. The Clerk advised that notices of the vacancy had been posted on the website and the village notice boards.

61.18 Disclosable Pecuniary Interests

- a) No disclosable pecuniary interests were declared
- b) There were no applications for a dispensation regarding disclosable pecuniary interests

62.18 Public Participation session/Matters of Concern/Parish Matters

No members of the public were present.

Councillor Sartain proposed a vote of thanks to Councillors Scott and Roberts for the highly successful arrangements for the 'Battle's Over - A Nation's Tribute - 11/11/18' commemoration of the centenary of the ending of WW1 hostilities. Councillors agreed unanimously that the well attended and very moving event had been extremely well organised.

In the region of 80 people attended the 'Battle's Over' beacon event.

63.18 Minutes of the Parish Council Meeting held on 20 September 2018

The minutes of the previous meeting had been circulated.

It was proposed by Councillor Clutterbuck and seconded by Councillor Roberts and

Resolved (without opposition)

That the minutes of the Parish Council Meeting held on 20 September 2018 be accepted as a true record.

The minutes were signed accordingly.

64.18 Matters arising from the minutes of the Parish Council Meeting of 20 Sept 2018

- a) Update on Cound Arbour bridge (min ref 90.17 & 08.18 & 33.18 & 48.18)
Unfortunately the bridge repairs were being delayed again due to an oversight by the contractor in failing to order some essential components. The works are not now scheduled to take place until the Spring of 2019. A discussion took place regarding the continuous breakdown of the traffic lights on the bridge. As they are

out of commission more often than not many local residents now ignore them completely and pass through on red without waiting. As a result Councillors felt that the bridge is significantly more dangerous for road users now than it would be without the lights.

ACTIONS: Shropshire Councillor Wild will contact Gurnek Singh, the Bridges and Structures Manager for Shropshire Council, asking that he considers removing the lights and replacing with 'single track bridge under repair/proceed with extreme caution' warning signs. The Clerk will follow up with a letter directly from the Parish Council highlighting concerns.

b) Environmental Maintenance Grant 2018/19 (min ref 34.18 & 48.18)

The application forms for the 2018/19 grant were received after the agenda had gone out.

Council re confirmed that the Clerk has delegated authority to proceed (min ref 48.18) with the application which must be submitted by 31st December 2018. Councillor Roberts will review the application before it is submitted.

c) Light clean of the War Memorial (min ref 51.18)

Councillors Roberts and Clutterbuck had spent some time removing the moss build up from the War Memorial which had improved its appearance. Their efforts had been commended by a member of the public.

ACTION: Councillor Roberts will advise the War Memorials Trust that this has been done.

65.18 To receive reports from Shropshire Councillor and/or local Police Officer

Councillor Wild had nothing further to add in addition to what she had reported regarding Cound Arbour bridge.

There was no representative from West Mercia Police present.

66.18 To receive the defibrillator audit check for the period

Councillor Roberts presented the defibrillator audit check for the period up to 15th November 2018. There were no issues to report.

Councillor Roberts presented a revised defibrillator protocol to take into account the General Data Protection Regulations 2018 requirements.

It was proposed by Councillor James, seconded by Councillor Scott and

Resolved (without opposition) to adopt the revised defibrillator protocol as presented

67.18 To consider matter relating to the Guildhall - Cllr Roberts

Councillor Roberts reported that unfortunately the grant application which it had been hoped would fund the work on the Guildhall had not been successful. The Guildhall Management Committee is committed to doing what works they can within the limitations of the funds that they currently have available while considering the options. Planning permission is secured for three years.

68.18 To receive the Clerk's report

The Clerk reported some of the activities she had been involved in since the last meeting and on-going work:

Since last meeting:

- Minutes and admin from last meeting
- Regular correspondence, bank, bank recs, payments, etc.
- Completed the final 'Learning Outcome' submissions for CiLCA - one of the five modules (which comprise 30 learning outcomes in total) is awaiting assessment to become qualified. The 30 submissions are the culmination of 4 half days training at Shire Hall plus a further 250 hours private study overall.
- Advised Shire Hall of Councillor Nicholls resignation and posted 'Casual Vacancy' notices.
- Produced half year budget review paper and first draft for next year's budget and precept

To do:

- EMG application
- Year end forecast, draft budget and precept proposal for next meeting

69.18 To consider and approve increase to the rental of the halls for meetings

The two village halls are used for the Parish Council meetings. The Guildhall (GH) is used in the Summer and Coundmoor Village Hall (CMVH) in the Winter. It was recognised that the cost to CMVH is higher due to heating requirements and that there should be a small differential in rent to take account of that.

It was proposed by Councillor Smith, seconded by Councillor Scott and

Resolved (without opposition) that the rental for the halls be increased to £23 per meeting for GH and £25 per meeting for CMVH with immediate effect.

70.18 To consider Sue Hackett's (internal auditor) expression of interest in performing the internal audit for 2018/19

Mrs Hackett has been the Parish Council's internal auditor for the last few years during which time she has not increased her rate. It was recognised that the audit requirements of her are more onerous since the Council can now elect to exempt itself from external audit. The Clerk's opinion was that Mrs Hackett is an extremely knowledgeable and thorough professional and that her quote of £125 for the internal audit for this year represented good value for money.

It was proposed by Councillor Roberts, seconded by Councillor Hall and

Resolved (without opposition) to appoint Sue Hackett as internal auditor for the Parish Council for 2018/19.

71.18 To consider and approve this year's contribution to the British Legion Poppy Appeal

The poppy wreath from the previous year was used again this year. A new wreath would have cost £50.

It was proposed by Councillor Roberts, seconded by Councillor Green and

Resolved (without opposition) to donate £50 to the Royal British Legion Poppy Appeal.

A cheque was duly raised and signed.

ACTION: Clerk to write to the Poppy Appeal enclosing the cheque donation

It was suggested that the Council would purchase a new wreath for 2019. This to be put forward for formal approval in the July '19 meeting.

72.18 Financial matters

a) To approve outstanding accounts for payment

Authorised Payments for Oct/Nov 18 from Treasurers' Account

Date	Payee	Description	Amount
16/11/2018	Mrs KJ Symonds	Clerk's net pay Oct/Nov 18	323.28
16/11/2018	HMRC	PAYE re Oct/Nov Clerk's salary	81.00
16/11/2018	Mrs KJ Symonds	Clerk's expenses Oct/Nov 18	34.70
16/11/2018	Cound Guildhall Management Committee	Hire of Guildhall, May, July, Sept meetings	63.00
16/11/2018	Hutchinson Groundcare	Sept/Oct Highways Contract	369.98
Total			871.96

It was proposed by Councillor Roberts and seconded by Councillor Clutterbuck and

Resolved (without opposition)

that the above accounts be approved for payment.

b) Financial statements

The receipts and payments to date were presented by the Clerk.

The bank was reconciled at £5,334.19 being the online banking balances on the date the meeting Agenda was prepared. Of this, 'ring-fenced' cash was £528.13 relating to the Transparency Code funding. The bank reconciliation was agreed and signed by the Chairman.

c) Half year accounts and review

The Clerk presented the receipts and payments account up to the end of September 2018 and a projection to the end of the year. The payments are in line with budgeted expectations but the receipts are anticipated to be higher by the value of the EMG for 2017/18 and 2018/19. When the budget was prepared the expectation was that the EMG would cease being received. This puts the expected cash at bank at 31/03/19 to be approx £800 higher than anticipated.

73.18 Planning

1. Decisions to note:

a) Ref: 17/03171/FUL

Validated: 3 July 2017

Address: Cound Cottage, Cound, Shrewsbury, Shropshire

Description: Conversion of outbuilding to single residential residence

Status: Permission granted 5 Nov 18

2. Planning applications for consideration

a) Ref: 18/04905/FUL

Validated: 24 October 2018

Address: Barn at Cound Arbour Farm, Cound, Shrewsbury, Shropshire, SY5 6AW

Proposal: Change of use from domestic outbuilding to storage and office; installation of treatment plant

Status: Awaiting decision

b) Ref: 18/05073/FUL

Validated: 2 November 2018

Address: The Old Rectory, Cound, Shrewsbury, Shropshire, SY5 6EW

Proposal: Erection of single storey timber orangery to rear

Status: Awaiting decision

c) Ref: 18/04845/FUL

Validated: 6 November 2018

Address: Proposed dwelling to the South of 4 Cound Moor, Shrewsbury, Shropshire

Proposal: Erection of an affordable dwelling and formation of vehicular access

Status: Awaiting decision

No objections nor comments were recorded on the above planning application.

74.18 Correspondence

No correspondence had been received that is not noted elsewhere in these minutes.

75.18 Future Agenda Items

a) Traffic speeding in Upper Cound

76.18 Date and time of next meeting

The next meeting will be held on Thursday 17 January 2019 at 7.30pm at The Village Hall, Cound Moor

The Chairman thanked everybody for attending and the meeting closed at 8.35 pm.

Signed by Chairman: _____

Date: _____