

## KINLET PARISH COUNCIL.

### MINUTES OF THE MEETING HELD ON MONDAY, 12<sup>th</sup> SEPTEMBER 2016 IN THE PARISH HALL COMMENCING AT 7.30 p.m.

Prior to the commencement of the meeting an informal discussion was held with Steve Brown (S.C. Highways Transport and Environmental Commissioning Manager) relating to various road matters including road closures, diversion routes, signage and gritting procedures

**PRESENT:-** Mr P. Kirton, Mr D. Haywood, Mr P. Horsfall, Mr C. Lloyd, Mr S. Harris, Mrs J. Rowley, Mrs J. Barnes.

Also in attendance Mrs M. Shingleton (until 9.20 p.m.) and 4 parishioners.

**0.PUBLIC PARTICIPATION.** Mr. P. Engleheart spoke about the Parish Plan updating and a date was arranged for a further discussion with members of the Parish Council later in the month.

Mr. D. Haywood put forward a request from the Village Hall Committee for consideration of a donation towards the building work being undertaken currently.

It was learnt that a plot of land could be available for school parking subject to further discussions.

Ms. Claire Fell introduced herself as an applicant for the vacancy on the Council.

A member of the public made comments regarding the trees in Sturt Lane.

**1. APOLOGIES** were received from Mr. R. Stringer (family commitments – acceptable reason)

**2. DECLARATIONS OF INTEREST.** The following interests were declared

1. Mrs J. Rowley – Item 11. 2. Mr. D. Haywood – Items 4.5 and 10. 3. Mr P. Horsfall – item 10. 4. Mr. C. Lloyd – item 5.3 and they took no part in the discussions or voting re these matters.

**3. MINUTES OF THE AUGUST MEETING** were taken as read, unanimously approved by all present at that meeting and signed. Proposed by Mrs J. Barnes and seconded by Mr. C. Lloyd.

**4. MATTERS ARISING.**

**1. HIGHWAY MATTERS**

a. Furness Mill Update. S.C. had advised that the owner had been sent a letter regarding the overhanging vegetation and that they had written to Ringway's Operations Manager for an update re the ongoing situation.

b. V.A.S – Button Oak. The vegetation had now been cleared so that the sign was clearly visible.

c. Hall Farm. The potholes had now been repaired but it was not clear whether the investigation work still had to be carried out re the leak in the centre of the road here. To be checked.

d. Milestone Plate Changeover. The Milestone Society had advised of the actions they intended taking re a possible changeover and this was ongoing.

e. Pothole by Sturt Lane – Now repaired.

f. Lengthsman. It was suggested that Chris Bargman, who had indicated he would be able to undertake this work, came along prior to the October meeting for a general discussion.

g. Button Bridge Lane – blocked culvert. S.C. had advised that they were arranging to have the debris cleared and the ditch cleaned out.

### Other Highway Matters.

h. Speeding through Kinlet – S.C. had advised that the Safer Road Partnership had had a data collection box in operation and they were now awaiting for the information from this to be processed.

i. The pothole between The Woodlands and The Hyde had now been repaired.

j. The owners of the land opposite Stone House at Button Oak would be asked to cut back the hedge which was very overgrown.

2. ENFORCEMENT MATTERS. There were no updates to report.

3. LOCAL COUNCIL AWARD SCHEME. SALC had offered to give some training on the Code of Conduct and 4<sup>th</sup> October would be suggested at 6.30 p.m. with invitations to other local councils for any of their councillors to attend.

All councillors had received a copy of 'The Good Councillor's Guide' which they had read during the month. A discussion followed re the contents of this and the important points raised from which everyone benefited.

Members would also attend the Budget Setting training on the 6<sup>th</sup> October at The Shirehall (participants at present Mrs J. Barnes, Mr. P. Kirton, Mr D. Haywood, Mr. C. Lloyd and Mrs J. Burgess).

The Training Schedule was still to be finalised prior to inclusion on the website.

4. PARISH PLAN REVIEW. As arranged in public participation time a meeting would be held on October 4<sup>th</sup> at 7.30 p.m. Mrs J. Barnes, Mr D. Haywood and Mr P. Kirton to attend.

5. PARKING PROBLEMS AT PARK CLOSE/ PROVISION OF ADDITIONAL PARKING POSSIBILITY. Discussions would be arranged with the head teacher re the possibility a plot of land being available for the parking of around 10 cars under the school fence. Mrs J. Barnes and Mr S. Harris to attend on behalf of the Parish Council.

6. SMARTWATER SCHEME. Despite numerous attempts by the clerk, no information had been obtained as yet re the possibility of a grant for this scheme. Being chased.

7. WEBSITE CHANGE OVER UPDATE. This had now taken place and the website was being maintained by Stretton Internet. The site was up to date with all the necessary information to meet the Transparency Code requirements.

### **5. CORRESPONDENCE.**

1. Shropshire Council re approval for application no. 16/03218/HHE for Mr. C. Todd re erection of single storey rear conservatory to detached dwelling (4.5 metres beyond rear wall, 3.4 metres maximum height and 2.7 metres high to eaves.

2. Shropshire Council re approval for application no. 16/02895/LBC for Moffats School for internal works to form door opening between two rooms at ground floor level.

3. Shropshire Council re confirmation requirement of local connection for Alan Lloyd

4. Acknowledgment of donation from Cleobury Mortimer and District CFR's

5. External Auditors Report – all matters in accordance with proper practices.

6. SALC – Town and Parish Council Working Group 29<sup>th</sup> Sept. Agenda.

**Circulated By E. Mail During Month – to be discussed as applicable**

S.A.L.C. Bulletin 26/8.

S.A.L.C. Town and Parish Council Forum 21/7.

Connecting Shropshire - Broadband Public Consultation details.

NHS Future Fit Digest.

SALC - Town and Parish Council Forum.

SALC- CQC Inspection Report.

**Circulated with Agenda.**

Application letter re co-option to the Parish Council – Ms.Claire Fell.

Expanded Code of Conduct.

Disciplinary and Grievance Procedures.

**To be Circulated.**

C.P.R.E. Fieldwork and Countryside Voice.

Clerks and Councils Direct

**6. PLANNING APPLICATIONS.** There were none to hand.

**7. APPROVAL OF DISCIPLINARY AND GRIEVANCE PROCEDURES.**

Approval proposed by Mrs J. Barnes, seconded by Mr P. Kirton and unanimously agreed.

**8. APPROVAL OF EXPANDED CODE OF CONDUCT.**

Approval proposed by Mrs. J. Barnes, seconded by Mrs J. Rowley and unanimously agreed.

**9. CO-OPTION TO FILL VACANCY ON THE COUNCIL.**

It was proposed by Mrs J. Barnes, seconded by Mr C. Lloyd and approved by all that Ms C. Fell be co-opted to the Parish Council to fill the vacancy.

**10. DONATION VILLAGE HALL**

A request had been received from the Village Hall Committee for consideration of financial assistance towards their current extension, disabled toilet and electrical work.

It was proposed by Mr P. Kirton, seconded by Mr S. Harris and agreed by all an amount of £2,000 could be made available from the C.L.D. grant should there be a shortfall in the costs on addition to the £1,000 already included in our budget.

**11. OVERGROWN CONIFERS OPPOSITE THE WOODLANDS** – These had now been cut back and the owners of the **DEAD TREES BY COPPICE CREATIONS** had been asked by S.C. to carry out a small amount of remedial work as identified as a result of an inspection/report by the Arboricultural Officer.

**12. BROADBAND SPEED PROGRESS UPDATE.** Mrs. Shinton advised that she was arranging a meeting with the S.C. Liaison Officer who was dealing with Openreach on this matter. Date to be advised.

**13. CONDITION OF INTERIORS OF BUS SHELTER.** The paperwork in the shelter outside the Village Hall had been tidied up and the other shelters would be looked at when the meeting notices were put up. Mr. Kirton would investigate the possibility of a solar light for the Village Hall shelter.

**14. GRASS CUTTING OUTSIDE VILLAGE HALL.** The lack of attention to the verge here would be raised by the representatives from the Parish Council at the next meeting of the Village Hall committee.

**15. GARDEN BONFIRES.** A note would be put in the newsletter re items which could be burnt on garden bonfires and the necessity to exercise common sense re timing.

**16. COUNTY COUNCILLORS' REPORTS.** Mrs. M. Shinton mentioned that money held in 'reserves' was always earmarked for specific purposes and was not for general use. The CCTV cameras had now been installed in Cleobury Mortimer and were proving to be very effective.

The Police Band would be giving a concert at the Severn Centre later in the month as a fundraising event

Packs would be available shortly from SALC in relation to next year's elections for intending participants and in view of the unreliability of the 2L bus service plans were in hand to hopefully set up a community bus service.

**17. PAYMENTS OF ACCOUNTS TO HAND**

It was agreed to make the following payments:- 1. Mrs J. Burgess - £36.00 travelling expenses for August. – cheque no. 001379) 2. Stretton Internet - £238.00 (5/9 website expenses – cheque no. 001380). 3. Mrs J. Burgess - £242.58 (salary for August - cheque no. 001381. 4. Rotary Printers - £81.60 (15/8 printing – cheque no. 001382). 5. Mazars - £240.00 (9/8 auditing – cheque no. 001383). Bank balances. Account no. 1 £20,349.00. Account No. 2 (balance CLD Grant) £17,400.

**18. ITEMS NEXT AGENDA** None were advised but the matter of a sunken and uneven area in the School playing field, possibly as a result of the drainage work in relation to the new houses, would be reported to S.R.H.A. as a matter of urgency arising between the issue of the Agenda and the Meeting.

**19. DATE OF NEXT MEETING.** This was arranged for Monday 10<sup>th</sup> October in the Parish Hall commencing at 7.30 p.m. with Public Participation time with a meeting with an applicant for the position of Lengthsman to be arranged at 7.00 p.m. and the meeting closed at approximately 9.30 p.m.