

## KINLET PARISH COUNCIL.

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

**PRESENT:-** Mr P. Kirton, Mr D. Haywood, Mr P. Horsfall, Mr C. Lloyd, Mrs J. Rowley and Mrs J. Burgess (Clerk).

Also in attendance Mrs M. Shingleton (until 8.50 p.m.) and 2 Parishioners

**1. PUBLIC PARTICIPATION.** Two of the applicants for the vacant position on the Council introduced themselves prior to the voting later in the evening.

**2. APOLOGIES** were received from Mr S. Harris (holiday/acceptable reason), Mrs J. Barnes (illness/acceptable reason) and Mr G. Butler.

**3. OUTSTANDING DECLARATIONS.** Mr P Horsfall signed his Declaration of Acceptance of Office.

**4 DECLARATIONS OF INTEREST.** None were declared.

**5. MINUTES OF THE MAY MEETING** were taken as read, amended and unanimously approved by those present at that meeting and signed. Proposed by Mr D. Haywood and seconded by Mr C. Lloyd

#### **6. MATTERS ARISING.**

##### **1. HIGHWAY MATTERS**

a. Furnace Mill. Worcestershire County Council had attended to only one pothole on their side of the bridge – they would be asked to attend to the other bad ones. Shropshire Council had advised that there was currently no plans for resurfacing works on the Shropshire side of the site.

b. Millstone Plate Changeover. This had now taken place with the original plate being returned to 'Bewdley 6 milestone'. We now awaited advice from Historic England as to whether they would consider listing this milestone.

c. Speeding through Kinlet. Mr Butler had advised that he was carrying out some research by looking at other possible solutions which hopefully would be cheaper than the cost previously obtained for outright purchase of vehicle activated signs. More information would follow.

d. Verge Outside The Coppers, Kinlet. Despite various promises as to timing of this rectification work, none had been kept. Mrs M. Shingleton would pursue this matter on our behalf.

e. Tree Inspection at Furnace Mill. Mr P. Kirton and Mr C. Lloyd were dealing with this matter – ongoing.

f. Sturt Lane Overhanging Trees. This was still a problem and B.T. would be contacted again.

g. Button Oak Traffic Calming Costs. Details still awaited.

h. Kingswood Lane Leak. Severn Trent had now dealt with this problem.

i. Hall Farm Road Repair. No dates as yet for this work to be carried out. Mrs M. Shingleton would progress further with Shropshire Council.

j. Damaged Verge Button Bridge Lane. Apart from some cones being placed here, there had been no suitable rectification carried out. Mrs. M. Shingleton to take this matter up also with S.C.

k. Pancake Farm/Break Up of Side of Road. Mrs M. Shingleton was also dealing with this matter directly.

##### Other Highway Matters.

j. Sign at Catsley Corner still turned round – to be reported again.

k. Overgrown Hedges approaching turn to Arley from the main road. Shropshire Council had been asked to deal with this matter directly.

1. Timing of visit of Jetter to unblock drains along Sturt Lane and other locations to be requested.

2. ENFORCEMENT MATTERS. All updates had been advised to councillors together with details of a new order.

3. SMARTWATER SCHEME. The commencement of the proposed Smartwater distribution had been postponed due to the current security situation whereby police officers due to help being allocated to other duties. New dates would be advised when situation eased.

4. TRAINING DATES. Course re 'Fundamentals for Councillors' would be taking place on the 3<sup>rd</sup> July when Mrs M. Quick would attend.

5. BROADBAND UPDATE FOR BUTTON OAK. Shropshire Council had advised that the cost of running a fibre cable into a new cabinet in Button Oak was high and at present they were awaiting further information from their counterparts in the Superfast Worcestershire programme. As such, the work to upgrade the cabinet was currently on hold.

**7. CO-OPTION TO FILL VACANCY ON THE COUNCIL.** There had been 3 applications for this vacancy. A paper vote took place and Ms C. Fell was elected to fill this position. She signed her Declaration of Acceptance of Interest form and joined the meeting.

#### **8. CORRESPONDENCE.**

1. Shropshire Council Environmental Maintenance Grant in the sum of £602 received.

2. Shropshire Council – Planning Approvals for nos. 17/01165/FUL for Mr C. Lees for application under Section 73a of the Town and Country Planning Act for the erection of one additional garage at Springdale with conditions relating landscaping and BW7. Also 16/05623/FUL for Mr S. Gonsalves for the erection of one dwelling and detached double garage with storage over west of The Crabmill, Button Oak, Kinlet with conditions re garage and 17/00474/FUL for Mr J. Smith for the erection of a first floor rear extension, conversion of existing integrated garage into additional living accommodation, replacement of existing rear utility room and associated alterations at The Glebe House, Park Close, Kinlet.

3. S.A.L.C. re Town and Parish Council Forum Meeting on the 27<sup>th</sup> June at The Guildhall, Shrewsbury.

4. Bus Shelter and Notice Board Notices. Copies to be obtained.

5. Shropshire Council re Environmental Maintenance Grant of £602.00.

#### **CIRCULATED DURING MONTH.**

John Campion Newsletter April 2017

N.A.L.C. Chief Executive's Bulletin 5/5/2017

S.A.L.C Shropshire and Telford Hospital NHS Trust.

S.A.L.C. – Local Healthwatch Services.

Correspondence re Smartwater distribution arrangements.

S.A.L.C. Information Bulletin 24/5.

S.A.L.C. Statement West Mercia Police.

Update West Mercia P.C.C.

#### **CIRCULATED WITH AGENDA.**

3 Applications for vacancy.

Action Plan.

Media Policy

Community Engagement Strategy.

Accounting Statements 2016/2017

Draft May Minutes.

#### **TO BE CIRCULATED.**

Clerks and Councils Direct.

**9. PLANNING APPLICATIONS.** Applications to hand were discussed as follows:-

1.17/01745/LBC for replacement windows, doors, roof and guttering affecting a Grade II Listed Building at Earnwood, Button Bridge Lane, Kinlet for Mr and Mrs Barnsley was discussed and it was a unanimous decision to recommend approval. Proposed by Mr D., Haywood and seconded by Mrs J. Rowley

2.17/02138/AGR for erection of a general purpose building for the storage of machinery, straw and seed for Mr R. Roberts at Birch Farm, Kinlet. (Information only) had now been withdrawn.

3. 17/01866/VAR for variation of condition 2 attached to BR/APP/FUL/08/0232 dated 21/5/2088 to allow for a residential caravan instead of a replacement bungalow for Mrs K. Jones at Catsley Bungalow, Kinlet had also been withdrawn

3. 17/02585/HHE for erection of a single storey rear extension to a detached dwelling, dimensions 7.5 metres beyond rear wall, 2.9 metres max. height, 2.9 metres to eaves at Dinglespout, 10 Button Bridge Lane, Kinlet for Mrs Angela Bedford. Application was for information only and a formal consultation would be received in due course.

**10. CONSIDERATION OF INTERNAL AUDITOR'S REPORT.** Mr. T. Stanley had carried out his audit and had no issues to raise. He had confirmed that he was totally independent of the Parish Council and was competent to undertake the duties of Internal Auditor.

**11. APPROVAL OF a)ANNUAL ACCOUNTING STATEMENT AND b) COMPLETION AND APPROVAL OF ANNUAL GOVERNANCE STATEMENT.**

These two documents were approved and then signed off by the Chairman. Proposed by Mr C. Lloyd and seconded by Mr P. Horsfall.

**12. ACTION PLAN UPDATE.** It was agreed that there were no updates to be added and this was approved as presented. Proposed by Mrs J. Rowley and seconded by Mr P. Horsfall.

**13. REVIEW AND UPDATING OF MEDIA POLICY AND COMMUNITY ENGAGEMENT STRATEGY.** It was agreed to approve the Media Policy as it stood and the Community Engagement Strategy was updated and then also approved. Proposed by Mr D. Haywood and seconded by Mrs J. Rowley.

**14. PATH AT BACK OF TELEPHONE BOX.** This matter was discussed again as it had been raised by a parishioner. It was re-iterated that as the school had seemed happy with the walking bus no action would be taken. Ms. Fell would advise the parishioner.

**15. B.4555 KINLET/HIGHLEY ROAD (boundary above bridge opposite entrance to Kinlet Pit) - CONDITION OF ROAD SURFACE.** Mrs M. Shineton advised that Shropshire Council were aware of this matter but it was agreed that the Parish Council would also write and register their concerns.

**16. COUNTY COUNCILLORS' REPORTS.**

Mrs M. Shineton advised that the new council was settling in with changes in the Portfolio Holders and she had been re-appointed Vice Chairman of the Health and Adult Social Care committee.

She asked for a list of outstanding major highways matters such as blocked culverts and drains etc. for the next meeting to enable her to take these matters up with Shropshire Council.

**17. PAYMENTS OF ACCOUNTS TO HAND**

It was agreed to make the following payments:-

1. Monkey Office - £154.85 (stationary/ May – cheque no. 001436.) 2 C. Smith (Stretton Internet)) - £135.00 (May – cheque no. 001437. 3. Mrs J. Burgess - £272.22 (salary for May – cheque no. 001438). 4. Mrs J. Burgess - £14.40 (travelling expenses May – cheque no.001439.) 5. T. Stanley - £60.00 (Auditor 2017 – cheque no. 001440). 6. A. Reade - £45.00 (Milestone Society 9/6 – cheque no. 001441.)

**18. ITEMS NEXT AGENDA**

1. List of Outstanding Highway Items for Mrs M. Shineton.

2. Parish Plan – next course of action.

**19. DATE OF NEXT MEETING.** This was arranged for Monday 10<sup>th</sup> July in the Parish Hall commencing at 7.30 p.m. with Public Participation time and the meeting closed at approximately 8.55 p.m.