

**KINLET PARISH COUNCIL.**

**Minutes of the ANNUAL PARISH COUNCIL MEETING  
held on Monday 14<sup>th</sup> May 2018 in the Parish Hall  
commencing at 7.00 p.m.**

**PRESENT.** Mr P. Kirton, Mr D. Haywood, Mr P. Horsfall, Mr C. Lloyd Mr P. Robinson, Ms C. Fell, Mrs M. Quick, Mrs J. Rowley and Mrs J. Burgess  
Also in attendance Mrs M. Shingleton from 7.20 p.m.

**1. ELECTION OF CHAIRMAN.** It was proposed, seconded and unanimously agreed that Mr P. Kirton be re-elected Chairman for the forthcoming year.

**2. APOLOGIES** were received from Mr. S. Harris (holiday – acceptable reason)

**3. DECLARATIONS OF INTEREST** – None were declared.

**4. ELECTION OF VICE CHAIRMAN.** As Mr S. Harris- the present Vice Chairman - was not present at the meeting and it was not known if he wished to continue in this role, the appointment to this position would be held over until the next meeting.

**5. ELECTION OF OTHER REPRESENTATIVES.**

1. PARISH HALL. Mr. D. Haywood and Mr P.Horsfall were happy to continue their representation on this committee which was approved by all.

2. AREA COMMITTEE. Mr R. Harris would be asked if he wished to continue in this position.

3. LOCAL JOINT COMMITTEE/CLEOBURY YOUTH PARTNERSHIP. Mr. Haywood would continue to act as representative and this was agreed by all.

**6. APPROVAL OF BANK RECONCILIATION AND RECEIPTS AND PAYMENTS**

**ACCOUNTS AS AT 31.3.2018.** It was proposed, seconded and approved by all that these 2 items be approved as presented.

**7. PUBLIC PARTICIPATION.** There were no members of the public present.

**8. APPROVAL OF THE MINUTES OF THE APRIL MEETING.** These were taken as read, proposed, seconded and agreed by all that they be approved.

**9. MATTERS ARISING.**

**1. HIGHWAY MATTERS.**

- a. Hall Farm. Whilst there had been a temporary repair here, the work on the ditch was still awaited. S.C. would be chased.
- b. The Crabmill. The road repair here appeared to be satisfactory.
- c. Rudds Bridge. We were still in correspondence with Rock Parish Council and Shropshire Council re this matter as it was a joint boundary bridge.
- d. Grant Application for VAS and Footpath at Kinlet. Still awaiting confirmation of the position re our application.
- e. Button Bridge Verge. We understood that S.C. and their contractors had met on site and a quotation was awaited. Position to be clarified.
- f. Concerns re Quality of Potholes Repairs. Steve Brown (Highways, Transport and Environment Commissioning Manager) had expanded on the reduction of capital budget for Highways and Transport and the problems this posed. He also advised re the Road Master Vehicles which were able to undertake permanent repairs and would be working in the area shortly. He also advised re temporary repairs which sometimes needed to be carried out to ensure public safety which was their first duty as a Highways Authority.
- g. Bus Shelter Inspections. Awaiting report.

**2. ENFORCEMENT MATTERS.** All relevant updates had been reported during the month.

**3. PARISH PLAN UPDATE.** Still awaited.

**4. BROADBAND UPDATE.** Worcestershire Marble was still pursuing this matter with Philip Dunne.

**5 ARMISTICE DAY COMMEMORATIONS.** This was an ongoing matter and in the meantime we had agreed to 'adopt' a casualty'.

## **10. CORRESPONDENCE.**

1. Acknowledgment of donation from Midlands Air Ambulance.
2. Shropshire Council re planning approval for 18/00063/FUL for Brooklands, Button Bridge Lane Button Bridge for the erection of a three bay stable block and also 18/00826/FUL for Dakema, Button Bridge Lane, Button Bridge for alterations in connection with conversion of garage into additional living accommodation and erection of carport (revised scheme)

### **CIRCULATED DURING MONTH.**

Enforcement Updates.

Draft Revised Corporate Plan – G. Butler

E. Mail re Button Oak Speeding.

S.A.L.C. May Bulletin.

S.A.L.C. re Shropshire Great Outdoors Strategy 2018/2019.

### **CIRCULATED WITH AGENDA.**

Further details re P.A. 17.06014/REM – Little Stocks Close together with 18/01977AR – Kinlet School.

Risk Management.

Annual Report 31/3/2018

Bank Reconciliation and Receipts Payments Accounts 1/4/2017 – 31/3/2018

Report to Council re New Data Protection Regulations.

A.P.M. 2017

Draft April Mins.

Annual Reports – Gwilym Butler and Madge Shingleton.

### **FOR CIRCULATION.**

Clerks and Councils Direct.

## **11. PLANNING APPLICATIONS.**

- 1.17/06014/REM. Reserved Matters pursuant to outline permission re. 14/03189/OUT for the erection of 15 dwellings to include access, appearance, landscaping, layout and scale at proposed residential development south of Little Stocks Close, Kinlet for Mr. J. Norgrove.

It was proposed, seconded and agreed by all that this application be recommended for approval with disappointment expressed that there were still no 3 bedroomed houses and bungalows included in the main scheme and the request made that any lighting installed be low level density. Application no. 18/01977/VAR for variation of Condition no. 1 attached to application ref. CC2008/VAR to allow for the retention of the demountable accommodation for a further temporary period of ten years at Kinlet C of E School, Park Close, Kinlet for Shropshire Council was also discussed and it was proposed, seconded and agreed by all that this application be recommended for approval.

**12. APPROVAL OF INSURANCE RENEWAL.** It was proposed, seconded and agreed by all that the insurance through BHIB Brokers be accepted at an annual premium of £257.49.

**13. RE-APPROVAL OF RISK MANAGEMENT STRATEGY.** It was proposed, seconded and agreed that this Strategy be re-approved.

**14. APPROVAL OF REPORT TO COUNCIL RE NEW DATA PROTECTION REGULATIONS and APPOINTMENT OF THE CLERK AS DATA PROTECTION COMPLIANCE OFFICER.** It was proposed, seconded and agreed by all that this report be accepted and that the Clerk be appointed Data Protection Compliance Officer to deal with the necessary paperwork to ensure that the Council complied with these new regulations.

**15. PAYMENT OF ACCOUNTS TO HAND.** It was proposed, seconded and agreed by all that the following payments be made. 1. Button Oak Community Fete - £50.00 (cheque no. 001504.) 2. Mrs J. Burgess - £279.42 (salary £272.22 and travelling expenses £7.20 – cheque no. 001505). 3. Monkey Office £277.47 (computer supplies – cheque no. 001506). 4. BHIB Insurance - £257.49 (insurance renewal – cheque no. 001507). 5. I.T.S. Solutions - £345.00 (connection of new computer and anti-virus renewal – cheque no. 001508). 6. C.M. Smith - £30.00 (website work for month – cheque no. 001509).

**16. ITEMS NEXT AGENDA.** None were raised.

**17. DATE OF NEXT MEETING.** This was arranged for Monday June 11<sup>th</sup> 2018 in the Parish Hall commencing at 7.30 p.m. with public participation and the meeting closed at approximately 7.45 p.m.