

## KINLET PARISH COUNCIL.

### Minutes of the ANNUAL PARISH COUNCIL MEETING

held on Monday 13<sup>th</sup> May 2019 in the Parish Hall

commencing at 7.00 p.m.

PRESENT. Mr P. Kirton, Mr D. Haywood, Mr P. Horsfall, Mr C. Lloyd, Ms C. Fell, Mrs M. Quick, Mrs J. Rowley, Mr S. Harris and Mrs J. Burgess (Clerk)

**1. ELECTION OF CHAIRMAN.** It was proposed, seconded and unanimously agreed that Mr P. Kirton be re-elected Chairman for the forthcoming year and he signed his Acceptance of Office form.

**2. APOLOGIES** were received from Mr. P. Robinson (holiday – acceptable reason) and Mr G. Butler.

**3. DECLARATIONS OF INTEREST** – The following declarations were made:-

1. Mrs J. Rowley re Planning Application no. 19/01611/FUL (10.1) and she left the room when the matter was discussed.

2. Mr D. Haywood re Planning Application no. 19/01814 (10.2) who took no part in the discussion or voting.

**4. ELECTION OF VICE CHAIRMAN.** It was proposed, seconded and unanimously agreed that Mrs J. Rowley be elected Vice Chairman.

**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 S. Harris was willing to continue with his representation and this was approved by all.

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

**6. APPROVAL OF BANK RECONCILIATION AND RECEIPTS AND PAYMENTS ACCOUNT AS AT 31.3.2019.** 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.** It was proposed, seconded and unanimously agreed by all that these be approved.

**1. HIGHWAY MATTERS ARISING** **a. Button Bridge Potholes.** Now repaired. **b. Nortons Bank – Water Across Road.** Gully cleaned and now working. An eye would be kept on this matter when it rained. **c. Meaton Lane Potholes.** Some repaired but not all – to be taken up again with S.C. **d. Kinlet Bank Edge Erosion.** S.C. had put this forward to be considered for a scheme in order to provide kerbing, haunching and drainage along the bank. In the meantime they would look at getting some edge fill carried out to ensure safety for motorists. Drain at bottom was blocked – to be reported.

**e. Schedule of Work Allocated for Parish for 2019/2020.** Still not available. **f. Bridleway Signs at Kingswood.** Horse and rider signs now issued to Kier. **g. New Chevrons for Catsley Corner .** Order issued to Keir – awaiting start date. **h. Punches Corner Work Cancellation.** No new date – to be queried again. **i. Dip in Front of Woodlands Bus Shelter.** Order issued to Kier for stones to be laid. **j. Work from Borle Mill to Tiphouse – B.4555.** Pothole repairs issued to Kier. **k. White Lining Work.** Work requested along B.4194 placed in with other requests and prioritised across the Bridgnorth Divisional Area.- No dates available. **l. Re-Seeding Grass Verge at Button Oak.** In the hands of the lengthsman. **m. Giveway Sign down at Bewdley junction by Lewis Garage off the B.4363 and Extended Flood between top of Kinlet Bank and Wall Town Farm entrance.** Mrs Shineton dealing with these two matters – no updates received.

#### **Other Highway Matters New and Outstanding.**

**n. Ditch Outside Sweveneys, Sturt Lane.** Mr. Haywood advised still ongoing.

**o. Update re Rudds Bridge Repair.** Meeting had been held with representatives from Rock P.C./W.C.C./S.C. and Kinlet P.C. Whilst W.C.C. would be able to finance their share of the costs S.C. were not in a position to do this - this site had SSI status. Further discussion would take place with our County Councillors and S.C.

**p. Pipe Opposite Winnall.** Completely blocked and needed jetting – to be reported.

**q. Between Woodgate Cottages.** Blocked culvert – to be reported. **r. Catsley/Lewis Motors.** Dangerous potholes – urgent attention to be requested. **s. Worcestershire Marble.** Despite numerous promises of updates these had not been forthcoming and the matter would now be taken up with S.C. senior officials. **t. Kingswood Lane Rubbish Collections.** Still ongoing.

2. ENFORCEMENT MATTERS. Updates had been provided during the month but there were still some queries to be resolved.

3. PARISH PLAN UPDATES. None were available at this time and Mr. Harris would speak to Mr. Engleheart. (However, Mr. Engleheart attended during the Annual Parish Meeting and this item was discussed then with current updating being urgently agreed)

4. UPDATE FROM PLACE PLAN MEETING. Four Councillors and the clerk had attended this meeting where a general discussion took place regarding the various parishes' requirements which needed to be included in the plan. Another draft would be circulated within the next few weeks for further consideration by the various parish councils. Kinlet would be looking to include future requirement for more space in the Church Graveyard and a definition of the boundaries around the clusters.

#### **9. CORRESPONDENCE.**

1. Electoral Roll Updates.

2. M. Shineton re Mental Health Awareness Event.

3. S.C. re withdrawal of P.A. 18/03747/FUL re Erection of 2 dwellings, formation of vehicular access and landscaping on Land to the East of Button Oak, Kinlet, Shropshire.

4. S.R.H.A. re Little Stocks Close Allocation. 5. S.A.L.C.. Training – 7<sup>th</sup> June.

6. Acknowledgements of donations from Severn Hospice, St. Mary's Youth Partnership and Midlands Air Ambulance.

**Circulated by Email During Month.**

Mrs M. Shineton re Fairer Costs for Care Beds.  
N.A.L.C. Bulletin 12/4  
Gwilym Butler – Annual Report.  
J. Harrop re Cathedral Notre Dame Fire.  
S.A.L.C. – N.A.L.C. Chief Executive’s Bulletin.  
S.A.L.C. – Easter Information Bulletin.  
M. Shineton – Annual Report  
N.A.L.C. Chief Executive’s Bulletin.  
S.C. – Draft Cleobury and Surrounding Areas Draft Place Plan  
P.C.C. Newsletter  
S.A.L.C. May Bulletin  
R. Fortune’s response re Removal of Agricultural Occupancy conditions.  
S.A.L.C. Proposal to Become One Organisation.  
S.A.L.C. SaTH Appointed Interim Chief Executive.  
S.A.L.C. re Community Litter Pick Scheme.  
Copy email to S.C. re Amendments Requested to Place Plan.  
S.C. re 06445/ENF Crabmill Holiday Home Park.  
N.A.L.C. Bulletin.

**Circulated with Agenda.**

Draft April Mins.  
A.P.M. Mins 2018  
Risk Management Strategy  
Bank Rec. as at 31/3/2019  
Annual Report 2019  
Receipt and Payments Account as at 31/3/2019  
Clerks and Councils Direct Photocopy – ‘Danger Zones for Councillors’

**10. PLANNING APPLICATIONS.**

The following Planning Applications were proposed, seconded and both recommended for approval - Application nos. 19/01611/FUL for the erection of a Storage Building following some demolition at Worcestershire Marble, Hall Farm, Button Bridge for Worcestershire Marble Ltd. and also 19/01814 for Xebec Investments for installation of package treatment plant and new sewer and formation of a surface water swale on land NE of Little Stocks Close, Kinlet. P.A. no.18/03747/FUL for erection of 2 dwellings, formation of vehicular access and landscaping on Land to the East of Button Oak, Kinlet (opposite Stone Cottage) had been withdrawn.

**11. APPROVAL OF INSURANCE RENEWAL.** It was proposed, seconded and unanimously agreed that our Insurance be renewed with BHIB at a cost of £266.64.

**12. RE-APPROVAL OF RISK MANAGEMENT STRATEGY AND RECEIPTS AND PAYMENTS ACCOUNTS.** It was proposed, seconded and unanimously agreed that these two documents be re-approved.

**13. APPROVAL OF 'KINLET WYRE FOREST LITTER GROUP' APPLICATION.**

It was proposed, seconded and agreed by all that this application be approved.

**14. PAYMENT OF ACCOUNTS TO HAND.** It was agreed to make the following payments:-

1. Mrs. J. Burgess - £279.42 (re-imburement of cheque no. 001560 issued in April, mislaid and 'stopped'. – cheque no. 001561)
2. Mrs J. Burgess - £302.92 (New agreed figure for salary of £284.92 and T.E. £18.00 – cheque no. 001562).
3. Information Commissioners Office – £40.00 (Data Protection Fee – cheque no. 001563).
4. C.M. Smith (Stretton Internet - £40.00 (April Website Work – cheque no. 001564).
5. BHIB - £266.64 (Insurance Renewal – cheque no. 001565)

**15. ITEMS NEXT AGENDA.** None were submitted at this time.

**16. DATE OF NEXT MEETING.** This was arranged for Monday June 10<sup>th</sup> 2019 in the Parish Hall commencing at 7.30 p.m. with public participation time and the meeting closed at approximately 7.56 p.m.