

## PONTESBURY PARISH COUNCIL



### **Annual Meeting of the Parish Council held at Habberley Village Hall on Monday 8<sup>th</sup> July 2024 at 7.30pm**

#### **PRESENT**

Councillors: D Fletcher, N Hignett, M Trow, R Evans, N Lewis, A Hodges, C Sandells, J Pritchard, D Jones, P Heywood and D Gregory

**Clerk of the Meeting:** Debbie Marais

**Public present:** 7 members of the public present

#### **42.24 Apologies for Absence**

Apologies for absence were received from Cllr N Manning and Cllr A Windows

#### **43.24 Declarations of Interest and Dispensations – None**

#### **44.24 Public Questions and Comments**

Public Health Development Officer, Shropshire Council – wanted to bring the attention of Councillors to a survey into health and wellbeing needs of the Minsterley and Pontesbury Place Plan area residents. The survey would run until 8<sup>th</sup> September and SC are keen to have as many residents as possible to complete the online survey, councillors were asked to help with the engagement of local residents. Paper copies of the survey will be available in The Pavilion.

Resident of Pontesbury – raised concerns about the levels of litter and anti-social behaviour by young people using the Station Road play area and asked councillors what could be done about this.

Resident of Pontesbury – also worried about the state of the play area which is a valuable multi-generational resource. In other areas the police and fire service put on activities to engage young people.

Applicant for Mount Pleasant planning application – gave a report to councillors that the planned annexe is to enable multi-generational living to help with looking after horses and support with ill health. The family have lived in the village for 25 years. Building the annexe would free up their existing home in the village.

#### **45.24 Minutes of Council**

After a proposal from Cllr Heywood, seconded by Cllr Hignett, all in favour, it was **RESOLVED** to approve the Minutes of the Parish Council Meeting held on 10<sup>th</sup> June 2024.

#### **46.24 Co-option of Parish Councillor for Pontesbury Ward**

After a proposal from Cllr Lewis, seconded by Cllr Hignett, (Cllr Gregory abstained), it was **RESOLVED** to approve the co-option of Anthony Mackenzie-Slight onto Pontesbury Parish Council for the Pontesbury Ward.

**47.24 Police Matters** – Cllr Fletcher raised the issue of anti-social behaviour at the play area. Cllr Fletcher had contacted PCSO Sarah Edwards who would do some additional patrols and would also contact the youth worker at St George’s Church to see if they could help. Cllrs Fletcher, Gregory, Pritchard, Hignett and Lewis would meet to see how to take this matter forward and report back to the September council meeting. Cllr Evans suggested that the group also look at any implications of the new Public Protection Order on use of the play area.

47.24.1 Hall Bank Bus Stop replacement - After a proposal from Cllr Pritchard, seconded by Cllr Lewis, (Cllr Gregory abstained) it was **RESOLVED** to approve keeping the current well-built shelter as there had only been 1 official report to the police of anti-social behaviour. The shelter is built into the wall of a neighbouring property which has implications for removal. The bus shelter would be reviewed in terms of any maintenance work required.

47.24.2 Policing priorities for Quarter 2. – It was agreed to keep anti-social behaviour, drugs and speeding and to add in a concern for speeding and anti-social use of mobility scooters, particularly along the Minsterley to Pontesbury cycleway.

47.24.3 After a proposal from Cllr Gregory, seconded by Cllr Sandells, all in favour, it was **RESOLVED** to approve delegated authority to Chair/Clerk to complete the annual Town & Parish Councils survey from the Police and Crime Commissioner.

**48.24 Community Report** – No report. Cllr Fletcher wished to record a thank you to all the hardworking volunteers involved.

**49.24 Shropshire Council Member Report** Shropshire Councillor Nick Hignett gave a verbal report including:

The Pre-election period meant that some consultations and decisions had to be put on hold.

GENERAL ELECTION—Following the General Election held on 4<sup>th</sup> July, the following MPs were elected in the three constituencies that are the responsibility of Shropshire Council:

- North Shropshire—Helen Morgan---Liberal Democrat. Voter turnout 64%
- Shrewsbury—Julia Buckley---Labour. Voter turnout 68%
- South Shropshire—Stuart Anderson---Conservative. Voter turnout 68%.

RURAL HOUSING WEEK—This was held from 1<sup>st</sup> to 5<sup>th</sup> July, during which Shropshire Council’s Housing Enabling Team announced that it has completed 337 new affordable homes across the County in the financial year 2023/2024. Out of the 337 new homes, 167 were located in rural areas, making Shropshire one of the best performing Local Authorities in the country for rural exception sites. These are sites that would not normally receive planning permission for open market housing, but can be developed for affordable housing if there is evidence of Local need.

PRIMARY AND SECONDARY SCHOOL PLACEMENTS-Department for Education figures, released last week, place Shropshire at the top of the West Midlands table. Shropshire achieved 98.4% of offers for a preferred secondary school, with 89.7% securing their first preference. Shropshire also took first place in the table for primary school placements, achieving 99.8% of offers for a preferred school, with 98.25% achieving their first preference.

SMITHFIELD RIVERSIDE—On Monday 17<sup>th</sup> June work started to demolish the Riverside Shopping Centre and the former Riverside Medical Practice. This will pave the way for key enabling works on site, as the scheme moves forward to create a Park. These

Developments are being financed from a pot of almost £19 million of external funding, which was secured by Shropshire Council in 2023.

MISS CHITTY—Shropshire Archives' new room, now known as the Lily Chitty Room, was officially opened on Tuesday 25<sup>th</sup> June by His Majesty's Lord-Lieutenant of Shropshire, Mrs Anna Turner JP.

The Lily Chitty Room acknowledges the important work of the pioneering archaeologist Miss Lily F Chitty (also known as Lal), who lived from 1893 to 1979, and specialised in Pre-History. Many of us will be aware of Miss Chitty's connections with Pontesbury, and local resident, Dr Caroline Wright, was pleased to speak about this at the opening event.

#### **50.24 Planning**

50.24.1 After a proposal from Cllr Trow, seconded by Cllr Hodges, all in favour, it was **RESOLVED** to approve the minutes of the Planning Committee meeting held on Monday 3<sup>rd</sup> June 2024.

50.24.2 Cllr Hodges gave a verbal report which was **Noted**.

50.24.3 PLANNING REFERENCE: 24/02420/FUL Proposal: Demolition of building and erection of an annexe and shed. Location: Mount Pleasant, Minsterley Road, Pontesbury Shrewsbury, Shropshire

**Comment: Pontesbury Parish Council supports this application for the following reasons :-**

- 1. In terms of scale the annexe is lower and has a significantly smaller mass than the host dwelling.**
- 2. It is sited close to the main house to facilitate family help for personal needs of applicant; its position partly determined by a desire to maximise light to the annexe.**
- 3. There will be a degree of reliance on the host dwelling as access.**
- 1. parking, garden, water supply, drainage will be shared and linked pathways reflect intended connection between annexe and host dwelling for such purpose as family health care.**
- 2. Shared architectural features such as window design and gables and smaller mass mean that there will not be a significant detrimental impact on the host dwelling.**
- 3. In replacing unsightly outbuildings by an aesthetically pleasing annexe there will be environmental gain.**
- 4. The design is excellent with appropriate materials for its rural location, is respectful of the host dwelling and has the support of Pontesbury Neighbourhood Plan with its sustainability, detailing and consideration for local character. Long term needs of applicants are addressed by flexible layout which allows for single storey living in the future.**
- 5. In recent years 150 houses have been built or almost completed in Pontesbury. Yet barely a handful has addressed the needs of older residents seeking to downsize to a smaller property / bungalow. This application begins to address the serious imbalance in housing provision as evidenced in Pontesbury Neighbourhood Plan.**

#### **51.24 Finance & General Purposes Committee**

51.24.1 After a proposal from Cllr Trow, seconded by Cllr Pritchard, all in favour, it was **RESOLVED** to approve the minutes of the F&GP committee meeting held on 16<sup>th</sup> May 2024

51.24.2 After a proposal from Cllr Pritchard, seconded by Cllr Heywood, all in favour, it was **RESOLVED** to approve the following recommendations from the F&GP meeting held on 16<sup>th</sup> May 2024:

1. CIL – Streetlight Earmarked Reserve – retain £2000 in EMR for shields and other repairs and return balance to general reserve
2. Printing of additional 25 newsletters each month to be delivered to Mount Close at an additional cost of £12
3. Approve the transfers from CCLA account to Unity general account of £15,000 in June, £5,000 in July and £15,000 in August for general payments
4. Set a minimum value of £50 for newly purchased assets added to the Assets Register
5. Revalue the Assets Register to remove items with a purchase value of less than £50 and restate the Assets Register at the next year end.

51.24.3 After a proposal from Cllr Trow, seconded by Cllr Hignett, all in favour, it was **RESOLVED** to approve adoption of the amended Model Financial Regulations as prepared by RFO, following an updated model document from NALC.

## **52.24 Statutory Business and Finance**

52.24.1 Income of £607.88. This was **NOTED**.

52.24.2 After a proposal from Cllr Pritchard, seconded by Cllr Hignett, all in favour, it was **RESOLVED** to approve payments of £60,915.78 (including reporting of amended payment for streetlight conversions) as attached list.

52.24.3 After a proposal from Cllr Heywood, seconded by Cllr Evans, all in favour, it was **RESOLVED** to approve the transfer of the unspent reserve for streetlight conversion to CIL unallocated Earmarked Reserve

52.24.5 After a proposal from Cllr Fletcher, seconded by Cllr Pritchard, all in favour, it was **RESOLVED** to approve retrospective payment of £598 for a new laptop for Clerk and Building Assistant as these are now over 4 years old and causing problems

52.24.6 After a proposal from Cllr Gregory, seconded by Cllr Sandells, all in favour, it was **RESOLVED** to approve a maximum budget of £300 to rewire the PPC router into the staff office for better wifi speed

52.24.7 After a proposal from Cllr Heywood, seconded by Cllr Trow, all in favour, it was **RESOLVED** to approve the Standing Orders as amended by Clerk

## **53.24 Health & Safety Matters**

53.24.1 After a proposal by Cllr Gregory, seconded by Cllr Hignett, all in favour, it was **RESOLVED** to approve Contractor 1. To carry out an asbestos survey of the Sports Pavilion, Trading Post building and 5 bus shelters.

53.24.2 There had been a request from residents for a bus shelter on School Green. Minsterley Motors had been contacted for usage statistics. It was not felt that the usage warranted the cost of a new bus shelter. After a proposal from Cllr Pritchard, seconded by Cllr Hignett, (Cllr Jones abstained and Cllr Evans voted against), it was **RESOLVED** to approve no action being taken at this stage.

**54.24 Resident's survey of Cruckton/Cruckmeole and Pound Lane.** Cllr Evans gave a verbal update explaining that the survey questionnaires had been delivered to residents of Cruckton/Cruckmeole/Pound Lane/Shorthill/Arscott. Data returned was being analysed and the group would meet before the Planning Committee meeting on 5<sup>th</sup> August to finalise

findings. A report to recommend next steps would be brought to September Full Council Meeting. Cllr Fletcher thanked all of the councillors that have volunteered their time to carry out the survey.

**56.24 Community Garden** – councillors considered a request to use the Pavilion hose for watering the community garden at times when there was not enough stored water. The group hope to increase the storage facilities for water at the Community garden and at The Pavilion. After a proposal from Cllr Heywood, seconded by Cllr Hignett, (Cllr Gregory abstained), it was **RESOLVED** to approve that the group could use the hose when necessary as The Pavilion is for use by the community.

**57.24 Environmental Maintenance Grant** - After a proposal from Cllr Jones, seconded by Cllr Evans, all in favour, it was **RESOLVED** to approve initially doing the work identified in the application in Plealey and outside Halston Cottages. This would use the £260 grant to be received from Shropshire Council and some of the match funding agreed by the parish council. Other area would then be discussed using the remaining match funding agreed by the parish council.

Cllr Evans left the meeting.

#### **58.24 Clerk's Report**

A report from the Parish Clerk was received and noted.

**59.24 Parish Business** the following parish business was reported:

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|----------------|--|
| Cllr Hignett   | Residents of Pontesford had reported concerns about the width of the footpath between Pontesford House and Wynnstay, as there was a lot of soil and debris along the path. Cllr Hignett would report on FindmyStreet |
| Cllr Gregory   | reported the problems of parking around the primary school and general traffic issues in that area. Clerk would report to police and Cllr Hignett would follow up.   |
| Cllr Jones     | wished to thank the local resident who had re-varnished the bench on the Minsterley to Pontesbury cycleway. Cllr Jone reported that the metal on the bench needs attention.  |
| Cllr Manning   | asked for information about the Waterside development. Cllr Hignett would liaise with Cllr Manning.  |
| Cllr Fletcher  | reported that he had been invited to a photo opportunity at the new Mount Close development and wished to ask council if they were happy for him to attend. Councillors were happy.                                  |
| Cllr Pritchard | requested that the replacement of Habberley parish council noticeboard be added to the September full council agenda.  |

**60.24 Exclusion of the Press & Public** After a proposal by Cllr Pritchard, seconded by Cllr Heywood, all in favour, it was **RESOLVED** that exclusion of the Press & Public be made on the grounds that the consideration of the following items may involve the likely disclosure of confidential information (s1(2) Public Bodies (Admission of Meetings) Act 1960).

#### **61.24 Personnel Committee – recommendations from meeting on 4<sup>th</sup> July 2024**

61.24.1 After a proposal by Cllr Trow, seconded by Cllr Hignett, all in favour, it was **RESOLVED** to approve the minutes of the meeting held on 6<sup>th</sup> June 2024

61.24.2 After a proposal by Cllr Fletcher, seconded by Cllr Hodges, all in favour, it was **RESOLVED** to approve a maximum budget of £750 for an Occupational Health appointment for Deputy Clerk before return to work

61.24.3 After a proposal by Cllr Hignett, seconded by Cllr Jones, all in favour, it was

**RESOLVED** to approve the new staff contracts for existing staff as drawn up by Personnel Committee in agreement with staff.

61.24.4. After a proposal by Cllr Hignett, seconded by Cllr Jones, all in favour, it was **RESOLVED** to approve Personnel Committee to review the rate at which staff expenses are paid, in conjunction with staff, and a report to be put to Finance and General Purposes Committee in November 2024 in time for 2025-26 budget setting.

**62.24 Date and Time of Next Meeting. The next meeting of Pontesbury Parish Council will be held on Monday 9<sup>th</sup> September 2024 at The Pavilion, starting at 7.30pm. The meeting closed at 21.00pm**

Signed: .....  
Chairman Pontesbury Parish Council

Date: .....