

PONTESBURY PARISH COUNCIL



Full Council Meeting held in Pontesbury Public Hall on Monday 12th July 2021 at 7.30pm

PRESENT

Cllr D Fletcher, Cllr D Jones, Cllr P Heywood, Cllr N Hignett, Cllr J Pritchard, Cllr N Lewis, Cllr A Hodges, Cllr M Trow, Cllr D Gregory, Cllr C Sandells, Cllr S Davies, Cllr R Evans

Clerk of the Meeting: Nicola Young

46.21 Apologies for Absence.

Apologies for absence were received from Councillors C Robinson and L Charles

47.21 Declarations of Interest and Dispensations. None

48.21 Public Questions and Comments. None

49.21 Minutes of Council. The minutes were submitted and circulated as read.

After a proposal by Cllr Heywood, seconded by Cllr Hignett, it was

RESOLVED that the minutes of the Pontesbury Parish Council meeting, held on Monday 24th June 2021, be approved and signed as a correct record.

50.21 Police Matters

A member of the Local Policing Team was unable to attend.

Community Speedwatch, Astley. Cllr D Gregory requested feedback from the Community Speedwatch enquiry previously submitted: The Deputy Clerk had sought confirmation about the current situation with the Community Speedwatch programme in Shropshire and received the following response: 'The officer in charge of Community Speedwatch is only just now allowed to resume training [of volunteers] and has over twelve months backlog to work through due to COVID.

He will need to visit the area to see if there are adequate safe locations for a group to work from and will also need to conduct a speed survey to assess the problem faced in the area. There will be a delay of several months before this work can be completed but he will make every effort to catch up with his workload. Once checks have been completed he will get in touch with the Council.'

Rural Crime Prevention. It was reported that gangs continue to come over the border from Wales, recently horse saddles have been stolen. If

individuals/businesses were to install CCTV, what images will the Police accept? **It was RESOLVED to invite a Rural Crime Officer to the next meeting.**

51.21 SHROPSHIRE COUNCIL MEMBER

Shropshire Councillor Roger Evans provided a verbal report:

Consultations

LTP4 – Local Transport Plan 4, includes consultations on the following subjects:

- Local traffic neighbourhood schemes, preventing through roads and encouraging play.
- Spending £40m on roads and potholes in Shropshire. Shropshire Council will be borrowing money, or possibly taking money from other budgets, to enable this work to take place.

Local Plan – Shropshire Council officers are requesting support from Councillors when the Local Plan goes out to consultation in the communities. This matter is being discussed in Council on Thursday 15th July 2021.

Community Governance – Parish Boundaries are being consulted upon. Councillors are being asked to serve on a panel with a view to completion within 2 years.

Shropshire Council have an underspend of over £764,000:

- right-off loan
- pension strain - £476,000 payment
- £3m COVID staffing costs

Questions:

Q. Vast amounts of litter on A49/A5 which looks awful.

A. Cllr Evans will pass onto Shropshire Council Highways, but they will need approval from the Highways Agency to complete the work.

Q. With the lifting of COVID restrictions, what is Shropshire Council's policy on restrictions inside leisure facilities?

A. Cllr Evans reported that he would expect Public Health officers to publish what measure Shropshire Council will have in place.

B.

52.21 PLANNING

- a. After a proposal by Cllr Hodges, seconded by Cllr Pritchard, it was **RESOLVED to receive and adopt the minutes from the Planning Committee meeting held on 1st June 2021.**
- b. Cllr Hodges, Chairman of the Planning Committee, reported:
 - Three planning applications had been supported.
 - Two planning applications had been opposed:
 - Arscot Farm Café
 - Gypsy Wood TPOs

The Planning Committee expressed concern regarding the reduced opportunities for applications to be sent to Shropshire Council planning committee following the reduction of this Committee from 3 to 2. The Habberley Hall planning application will be put before the Planning Committee on 2nd August, an extension for the submission of comments has been agreed by the Planning Officer.

53.21 Statutory Business/Finance

- a. Income to Lloyd's Pavilion Account as noted as a total of £0.00
Income to Unity Bank Account noted as £117.69

Savings interest Nationwide/Unity/CCLA		£4.64
Newsletter advert		£113.05
Total income		£117.69

- b. The following Payments were approved:

Agenda item 8.1 & 8.2 Receipts/payments for approval - July 2021 Lloyds Pavilion ACCOUNT						
Supplier/Payee	Invoice Ref	Service	Net	VAT	Gross	Cheque No
Shropshire Council	2500000338431	Business rates Pavilion July 2021	1435.00	0.00	1435.00	PB/P 59
E-on	H19F719012	Final gas bill - 4 apr-5 May	20.13	0.00	20.13	DD
E-ON	H19F5B7C4E	Final electricity bill - 30 Mar - 7 Apr	58.07	2.90	60.97	DD
CNG	UTU143324/000 121	May gas bill	90.84	4.54	95.38	PB/P 60
Amazon	INV-GB - 0421	Caution wet floor sign	6.66	1.33	7.99	PB/P 61
Amazon	IFLD-YH37-9MC6	Push bar to open sign	5.64	0.00	5.64	PB/P 62
Amazon	GB -8165	various signs	23.24	4.65	27.89	PB/P 63
Amazon	INV-GB-6703	Poster adhesive	4.08	0.82	4.90	PB/P 64
Amazon	INV-GB-6697	ink cartridge Building Assistant	29.91	5.98	35.89	PB/P 65
Shropshire Council	7120481	various health & safety testing (Fire extinguishers&alarms/boiler)	207.05	41.41	248.46	PB/P 66
		Total			1,942.25	

Agenda item 8.1 & 8.2 payments for approval - July 2021 UNITY ACCOUNT						
Supplier/Payee	Invoice Ref	Service	Net	VAT	Gross	Cheque No
Veolia		Refuse collection (Pavilion) 01/05/2021-31/05/2021	26.97	5.39	32.36	DD
Chris Lawrie		Editorial work for newsletter December 2020 to March 2021	1000.00	0.00	1,000.00	B/P574
Chris Lawrie		Expenses (newsletter) Dec 2020 - March 2021	15.00	0.00	15.00	B/P575
Parish Online		Digital mapping training for Deputy Clerk, volunteer and Cllrs	475.00	95.00	570.00	B/P576
Good Neighbours Scheme		grant towards 'afternoon tea' event for community	200.00	0.00	200.00	B/P577
CCLA		Transfer of funds to CCLA Public Sector Deposit Fund in order to satisfy FSCS requirements	110000.00	0.00	110,000.00	B/P578
Staff Salaries		Salaries July 2021	4154.92	0.00	4154.92	B/P579-581
Parish Clerk		Expenses 21/06/21-11/07/2021	32.49	0.00	32.49	B/P582
Deputy Clerk		Expenses 14/06/21-11/07/2021	157.00	0.00	157.10	B/P583
Shropshire Council		Pension payment for Parish Council staff July 2021	1398.88	0.00	1398.88	B/P584
M.I & T.E.M Pritchard	1503	Grounds maintenance June 2021	298.33	59.67	358.00	B/P585
New Era Printing	SI-2381	July 21 newsletter printing	435.00	0.00	435.00	B/P586
Lawrence Direct	15420	Various stationery June 2021	92.35	18.47	110.82	B/P587
Cavendish Cleaning	SI-785	Public toilet cleaning June 2021	180.00	36.00	216.00	B/P588
The Web Orchard	12033	Hosting Parish Council website 2021-22	190.00	38.00	228.00	B/P589
Amazon	INV-GB-580892895-2021-28738	ink cartridge for Deputy Clerk	12.31	2.46	14.77	B/P590
Gillian Bailey	12	Year End closedown of accounts and set up for 2021-22	212.50	0.00	212.5	B/P591
Unity Bank		Bank Charges Qtr 1 2021-22	18.00	0.00	18.00	DD
		Total			119,153.84	

After a proposal from Cllr Pritchard, seconded by Cllr Hignett, it was **RESOLVED** to approve all payments listed above.

- c. After a proposal from Cllr Gregory, seconded by Cllr Sandells, it was **RESOLVED** to approve the annual payment of £385 for Scribe Accounting software for 2021-2022.

54.21 COUNCIL COMMITTEES

- a. Personnel Committee. Following a nomination by Cllr Fletcher, seconded by Cllr Pritchard, and no further nominations, it was **RESOLVED that Cllr Michelle Trow become a member of the Personnel Committee.**
- b. Meeting Dates. After a proposal from Cllr Pritchard, seconded by Cllr Heywood, it was **RESOLVED that delegated authority be given to the Chairman and 2 x Vice Chairmen and Deputy Clerk to organize appropriate dates for the two Committee meetings.**

55.21 PAVILION STEERING GROUP

- a. Cllr Fletcher gave a verbal report giving feedback from the Pavilion Sub-Group which met to discuss revised hire charges. Referring to the report which had been distributed, Council considered the recommendations included within:
After a proposal from Cllr Lewis, seconded by Cllr Trow, it was **RESOLVED:**
 - i. **To agree the new proposed pricing schedule within the report for hire of rooms within the Pavilion.**
 - ii. **That delegated authority can be given to either the Clerk or Deputy Clerk, in consultation with the Chairman and/or Vice Chairmen, to make decisions using discretion for not-for-profit organisations regarding hire prices and times of hire.**
 - iii. **That all hirers will pay the total hire charges at least 48 hours in advance.**
 - iv. **That the Meeting Room be used as a community gallery for local artwork and quotes for picture hanging systems or wooden picture rails will be sought, with agreement made by delegated authority.**
- b. After a proposal from Cllr Hignett, seconded by Cllr Gregory, it was **RESOLVED that the cost of £282.80 be approved for remedial works to emergency lighting in the Pavilion as recommended at the emergency lighting test in June 2021.**

56.21 COMMUNITY INFRASTRUCTURE LEVY

Pontesbury Parish Council noted the amount of £145,504.96, as the Community Infrastructure Levy Neighbourhood Fund payment which had been raised for Pontesbury Parish between 01 January 2012 - 31 December 2020.

57.21 MINSTERLEY TO PONTESBURY CYCLEWAY SOLAR LIGHTING PROJECT

Cllr Douglas Jones reported that following the installation of the test lighting heads, the Chairman requested that he monitored the operation of the lighting units during the hours of darkness.

A number of concerning issues manifested themselves with regard the operation of the PIR operating system and positioning of the light heads. Following a meeting with the preferred contractor and one other and further discussions with one of the manufacturers, it is believed that the technical issues can be resolved. On behalf of the Council, Cllr Jones has requested that the preferred contractor realign his equipment in the way he has described, to enable the Council to complete conclusive monitoring before the contract is let.

The preferred contractor has confirmed that they will provide 32 lighting columns spaced at 33-35metre centres and that the PIR has sufficient adjustment within its operating field that it will cover the width of the lighting field at a Lux level between P4- P5 when activated by persons using the path. At other times, the light will be always remain lit during the hours of darkness at reduced levels, saving on battery stored energy.

Whilst alternative contractors provided a complete lighting column, once working the lighting head remained on throughout the hours of darkness, however they recommended that lighting be switched off in the small hours during the winter to save battery stored energy. Further they appeared unable to commit to realistic time frame for the execution of the installation, that would meet the preferred timetable required by the Council.

At Little Minsterley in the Minsterley Parish zone there will be a short fall of continuous lighting because the last highway lighting column is 77metres within the 30mph limit zone, and the specification calls for the first pathway lighting column be placed 50metres from the Highway Column. This will be a matter for Minsterley Parish & Highways to resolve.

After a proposal from Cllr Nick Hignett, seconded by Cllr Douglas Jones, it was **RESOLVED to agree to the recommendations within the report at paragraph 9 and:**

- a. **Appoint Highline Electrical as the contractor, and**
- b. **That costs be split equally between Pontesbury Parish Council and Minsterley Parish Council, and**
- c. **That a SLA be drawn up and agreed between the two parish councils to reflect agreements regarding costs, maintenance and on-going work for the solar lights.**

After a proposal from Cllr Nick Hignett, seconded by Cllr Roger Evans, it was **RESOLVED to write and thank Gillian Bailey for all the hard work she had put into this project.**

58.21 PARISH OF PONTESBURY: DIVERSION OF FOOTPATH 14 (part) UNDER THE PROVISION OF THE HIGHWAYS ACT s119.

Pontesbury Parish Council discussed the matter of rerouting Footpath 14 (part) as requested by Shropshire Council. There was much discussion, and the following points were made:

The request made is to reroute Footpath 14 (part) which now goes through the Old Malthouse, through the property of the kennels, the past the Old Mill, through their garden and into woodland. The proposed rerouting takes the path onto the other side of the stream, exiting the field beside the 30mph sign on the A488.

The Council discussed the comparable walking attractions of this new route, stating:

- Through a field, it would be softer under foot
- Nearer the engine house but missing the mill
- Still able to see stream

And therefore concluded that the enjoyment of the new route would not be less satisfactory than the current route. It was also reported that the owner of the field owns the wood and has agreed to clear all branches on the verge alongside the roadside.

Concerns raised by Councillors:

- The exit of the rerouted footpath is straight onto the verge of the A488, right beside the 30mph limit, therefore effectively straight onto the 60mph limit of the road.
- The verge is uneven for people to walk on – a big concern.
- The kennels is very busy, with a tight turning at the kennels, which the footpath goes through. It is a very busy business & there could be a threat of animal disease from walkers.
- The footpath was in place before the kennels were in business, it is an historic route.
- Present route causes confusion with walkers when they reach the kennels, taking into consideration ASB and viability of the business, there will be a major problem when pedestrians walk between **C & B**. **A to C** is a pleasant route.
- The new route could be tree-lined.

The above concerns were agreed with by several Councillors and one suggested changing the rerouting of the footpath from **A** on the map, through the field to the bridge and re-join the lane near **B**.

The Council RESOLVED that “in principle Pontesbury Parish Council is happy with the current path, A to B. The Council is not happy with the new route from A to C, due to speed of traffic on A488 where point C is, the end of the new route, and is concerned for the welfare and safety of pedestrians, especially with regards to speeding traffic and the uneven verge route back to the pavement. The Council is happy with moving C exit nearer to B, even if people have to walk through sparsely wooded area, this would also provide a nicer walk and be much safer.

59.21 **MINSTERLEY SHOW**

The Parish Council agreed not to have a stand at the Minsterley Show 2021 because it was not a good use of resources to have a Neighbourhood Plan display when consulting on the Pontesbury Parish NP. It was agreed that when consultations on the NP start, the group will visit all village halls in the Parish to consult with parishioners.

60.21 PARISH NEWSLETTER

Cllr Fletcher proposes that parish councillors provide regular 'Ward Member' reports on what is happening in their ward, as a short report in the Pontesbury Newsletter. It was also suggested that Parish Councillors are profiled in the newsletter, to enable the electorate to get to know the councillors.

The above suggestion was agreed and a word limit would be obtained from the Newsletter Editor.

61.21 PARISH BUSINESS

Parish matters reported were:

Cllr Lewis – beside the footpath from Hall Bank to Cricketers Meadow there is a large oak tree which is lifting the pavement.

Cllr Hodges – brought 2 matters to the table:

1. Minsterley Show sign on A488 at Lea Cross. Residents had reported the size of the sign to him to find out if planning permission was required. **The Deputy Clerk will liaise with Highways and Planning Departments at Shropshire Council to find out the regulations regarding size of event banners.**
2. Work has temporarily stopped on the garage at the bottom of Pound Lane – Romney House. Cllr Evans was requested to make enquiries.

Cllr Evans – Residents are upset regarding the former St Anne's Church.

Cllr Gregory – fires are still being held at Budget Skips on Sundays at approximately 4.30pm. Cllr Evans reported that the Environment Agency and Shropshire Council Planning Officer had visited the site regarding reported concerns of fire and smoke. **Cllr Evans will liaise with the Deputy Clerk about the matter.**

Cllr Jones – has been observing the culvert at the bottom of Main Road, by the head wall, the water is standing rather than flowing, there must still be a blockage. **Cllr Hignett will report to Shropshire Council Highways Department.**

Cllr Heywood – reported that some residential properties are conducting commercial businesses from the premises and requested to know what work you can do from home?

Cllr Fletcher – a patch of former Shropshire Council land (asset transferred with long lease to the Parish Council) at the rear of The Trading Post has been fenced off since 1992 and Shropshire Council had not inspected the boundary during this time. Cllr Fletcher reported that he had been in touch with SC Estates Department and informed that he should contact solicitors for advice. **It was RESOLVED that the matter be delegated to Councillors Fletcher and Lewis.** It was also suggested that the Council have a tree policy for residents who live near Council-owned trees.

62.21 EXCLUSION OF THE PRESS & PUBLIC

After a proposal from Cllr Evans, seconded by Cllr Hignett, it was **RESOLVED that the press and public be excluded from the meeting on the grounds that consideration of matters may involve the likely disclosure of**

confidential information (s1(2) Public Bodies (Admissions of Meetings) Act 1960).

63.21 PERSONNEL MATTERS

- a. After a proposal from Cllr Pritchard, seconded by Cllr Nignett, it was **RESOLVED that approval of an additional 7 hours per week, from 18.5 hours to 25.5 hours, be granted to the Deputy Clerk which will be reviewed at the next Personnel Committee.**
- b. The Chairman reported on the current situation with the Clerk, stating this will be reviewed at the end of July.

64.21 DATE AND TIME OF NEXT MEETING. It was agreed that the next Pontesbury Parish Council meeting will take place at The Pavilion at 7.30pm on Monday 13th September 2021.

The meeting closed at 2110.

Signed:
Chairman Pontesbury Parish Council

Date: