

## PONTESBURY PARISH COUNCIL



### **Annual Meeting of the Parish Council held at The Pavilion on Monday 13<sup>th</sup> May 2024 at 7.30pm**

#### **PRESENT**

Councillors: D Fletcher, N Hignett, M Trow, A Hodges, R Evans, N Lewis, D Jones, C Sandells, S Davies, D Gregory, N Manning and A Windows

**Clerk of the Meeting:** Debbie Marais

**Public present:** Julia Buckley, Parliamentary Candidate for Shrewsbury and 2 members of the public

#### **1.24 Election of Chairman for 2024-25**

After a proposal by Cllr Evans, seconded by Cllr Jones, it was unanimously **RESOLVED** that Cllr Duncan Fletcher be elected as Chairman.

#### **2.24 Election of Vice Chairman for 2024-25**

After a proposal by Cllr Fletcher, seconded by Cllr Lewis, it was unanimously **RESOLVED** that Cllr Michelle Trow and Cllr Nick Hignett be elected as Vice Chairmen.

#### **3.24 Apologies for Absence**

Apologies for absence were received from Cllr P Heywood and Cllr J Pritchard

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

**5.24 Public Questions and Comments –** Julia Buckley, Parliamentary Candidate for Shrewsbury said that she was attending so that she was aware of any concerns and issues in the local area.

#### **6.24 Minutes of Council**

After a proposal from Cllr Trow, seconded by Cllr Hodges, all in favour, it was **RESOLVED** to approve the Minutes of the Parish Council Meeting held on 8<sup>th</sup> April 2024.

**7.24 Terms of Reference for Committees -** After a proposal from Cllr Evans, seconded by Cllr Hignett, all in favour, it was **RESOLVED** to approve the Terms of Reference for the following Committees and Working Groups:

7.24.1 Finance & General Purposes Committee

7.24.2 Planning Committee

7.24.3 Personnel & HR Committee

7.24.4 Pavilion Committee

7.24.5 Emergency Planning Working Group

#### **8.24 Membership of Committees and Working Groups**

8.24.1 Finance & General Purposes Committee – 10 members, after a proposal by Cllr Windows, seconded by Cllr Jones, it was **RESOLVED** to accept the committee resignation from Cllr Heywood and that the following members be elected to the Finance & General Purposes Committee for the Council year 2024-2025:

Councillor Fletcher	Councillor Pritchard
Councillor Hignett	Councillor Hodges
Councillor Lewis	Councillor Trow
Councillor Manning	Councillor Windows
Councillor Davies	VACANCY

#### 8.24.2 Planning Committee

Planning Committee members – 10 members. After a proposal from Cllr Evans, seconded by Cllr Hignett, it was **RESOLVED** to approve the following members be elected to the Planning Committee for the Council year 2024-25:

Councillor Fletcher	Cllr Windows
Councillor Hignett	Councillor Hodges
Councillor Lewis	Councillor Evans
Councillor Gregory	Councillor Jones
Councillor Trow	<b>ONE VACANCY</b>

#### 8.24.3 Personnel Committee

Personnel Committee – 5 members. After a proposal by Cllr Evans, seconded by Cllr Hignett, it was **RESOLVED** to approve the following members be elected to the Personnel Committee for the Council year 2024-25:

Councillor Fletcher	Councillor Pritchard
Councillor Hignett	Councillor Hodges
Councillor Trow	

#### 8.24.4 Pavilion Committee

Pavilion Committee – 7 members. after a proposal by Cllr Evans, seconded by Cllr Trow, it was **RESOLVED** to accept the committee resignation from Cllr Windows and that the following members be elected to the Pavilion Committee for the Council year 2024-2025:

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Councillor Fletcher	Councillor Hignett
Councillor Evans	Councillor Davies
Cllr Trow	

8.24.5 Emergency Planning Working Group (to include 5 parish councillors, including the Snow Warden). After a proposal from Cllr Hignett, seconded by Cllr Hodges, it was **RESOLVED** that the following members be nominated for the Emergency Planning Working Group:

Councillor Nick Hignett (Snow Warden)	Councillor Duncan Fletcher
Councillor Roger Evans	Councillor Charles Sandells
Councillor David Gregory	Councillor Douglas Jones

### 9.24 Appointment of Representatives on Outside Bodies

After a proposal from Cllr Jones, seconded by Cllr Trow, it was **RESOLVED** that the Cllrs nominated below, represent the Parish Council at the organisation meetings:

<b>Organisation</b>	<b>Pontesbury Parish Councillor</b>
Pontesbury Public Hall	Councillor Neville Lewis
Cruckton Village Hall	Councillor Charles Sandells
Habberley Village Hall	Councillor John Pritchard

Snow Warden	Councillor Nick Hignett
Tree Warden	Councillor Neville Lewis
Internal Checker for quarterly audit checks	Councillor Michelle Trow
Sports Association	Councillor Dave Gregory
Shropshire Association of Local Councils	Cllr Fletcher and one vacancy

#### 10.24 Dates and Times of Ordinary Meetings

After a proposal by Cllr Jones, seconded by Cllr Lewis, it was **RESOLVED** to approve the dates of meetings as below:

<b>Pontesbury Parish Council Ordinary Meetings</b>	
<b>Date</b>	<b>Venue</b>
10 <sup>th</sup> June 2024	Cruckton Village Hall @ 7.30pm
8 <sup>th</sup> July 2024	Habberley Village Hall @ 7.30pm
August	No Meeting
9 <sup>th</sup> September 2024	Pontesbury Pavilion @ 7.30pm
14 <sup>th</sup> October 2024	Pontesbury Pavilion @ 6.30pm
11 <sup>th</sup> November 2024	Pontesbury Pavilion @ 6.30pm
9 <sup>th</sup> December 2024	Pontesbury Pavilion @ 6.30pm
13 <sup>th</sup> January 2025	Pontesbury Pavilion @ 6.30pm
10 <sup>th</sup> February 2025	Pontesbury Pavilion @ 6.30pm
10 <sup>th</sup> March 2025	Annual Parish Electors Meeting – Pontesbury Public Hall @ 6.30pm
14 <sup>th</sup> April 2025	Pontesbury Pavilion @ 7.30pm
12 <sup>th</sup> May 2025	Annual Council Meeting - Pontesbury Pavilion @ 7.30pm

<b>Planning Committee Meetings – all meetings start at 6.30pm</b>	
<b>Date</b>	<b>Venue</b>
3 <sup>rd</sup> June 2024	Pontesbury Pavilion
1 <sup>st</sup> July 2024	Pontesbury Pavilion
5 <sup>th</sup> August 2024	Pontesbury Pavilion
2 <sup>nd</sup> September 2024	Pontesbury Pavilion
7 <sup>th</sup> October 2024	Pontesbury Pavilion
4 <sup>th</sup> November 2024	Pontesbury Pavilion
2 <sup>nd</sup> December 2024	Pontesbury Pavilion
6 <sup>th</sup> January 2025	Pontesbury Pavilion
3 <sup>rd</sup> February 2025	Pontesbury Pavilion
3 <sup>rd</sup> March 2025	Pontesbury Pavilion
7 <sup>th</sup> April 2025	Pontesbury Pavilion
6 <sup>th</sup> May 2025 (Tuesday)	Pontesbury Pavilion

#### 11.24 Pontesbury Parish Council Annual Report 2023-24

After a proposal by Cllr Windows, seconded by Cllr Lewis, it was **RESOLVED** to approve the additional cost of £150 for a 4 page colour annual report to be included in the June parish newsletter. Cllr Fletcher thanked Deputy Clerk and Clerk, on behalf of the council for all their hard work in producing the report

#### 12.24 Police Matters – the following points were raised:

- Anti-social behaviour in the bus shelter at the top of Hall Bank. The matter had been reported to the police. It was agreed to liaise with the police about this matter and

ASB on School Green (graffiti) and the fencing at the bottom of Hall Bank (damage) and for Clerk to put the potential replacement of the bus shelter on the June agenda.

- Report of a tractor on Linley Avenue being parked on the pavement so that pedestrians cannot pass. Clerk was asked to report this matter to the policing team.
- Cllr Windows asked if there was anyone to report noise at unsociable hours. Cllr Evans said that there was a Shropshire Council Environmental Services department but that the noise would have to be excessive for them to be involved.

**13.24 Community Report** – a verbal report from Cllr Davies was received and **NOTED**.

The coffee mornings and Gentlemen’s group continue and there is a new volunteer who will be leading walks for good mental health. Cllr Fletcher thanked Cllr Davies and all the GNS volunteers for all of the work they do.

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

Fostering fortnight runs from 13<sup>th</sup> May to 26<sup>th</sup> May. Shropshire Council Fostering service I is proud to join this National Awareness Campaign, which aims to highlight the vital role Foster-Carers play in improving the lives of Children in this County.

Online and face-to-face events will be held in Shropshire over the next 2 weeks, and anyone interested in finding out more can check the Council website, e-mail [fostering@shropshire.gov.uk](mailto:fostering@shropshire.gov.uk), or ask their local Councillor for details.

Garden waste The 6 week consultation on proposals for garden waste ends on 20<sup>th</sup> May. Shropshire Council proposes an annual subscription fee of £52-per bin- for the collection of this waste, and also seeks views on the future operation of the Council’s 5 household recycling centres. Over 17,000 responses to the survey have now been received.

Empty Homes Consultation-This runs from 24<sup>th</sup> April to 26<sup>th</sup> May, and concerns the future of the Empty Homes Function. In Shropshire, the empty homes Officers undertake work to bring homes that have been empty- without signs of renovation or rental, back into use, and to assess and minimise the impact on the surrounding community. The Council’s Medium Term Financial Strategy includes a proposal to save £91,660 by march 31<sup>st</sup> 2026, by ceasing to provide a dedicated empty homes function. It is important to note that the Empty Homes service is discretionary, which means Councils do not need to provide it by Law.

Schools Library Service- The Consultation on this service closes on 7<sup>th</sup> June.

Schools, families and the public are invited to respond to the survey, to share their thoughts on the plans. This is a non-statutory service, which 65% of schools in Shropshire subscribe to, and 35% of schools choose not to. The Service has been operating at a loss for the last 2 financial years, and it would need more schools to subscribe to the service- and pay more- to make the service viable in the long term.

Public spaces protection order- Shropshire Council has confirmed that it will be going ahead with the” Dog Constraints Public Spaces Protection Order”. This will ban dogs from fenced play and sports areas, and require them to be on a lead when on Highways. Officers will also have the power to ask for a dog to be put on a lead in public areas, where they are not under the control of their owner, or are acting aggressively. Irresponsible dog owners could face a fixed penalty notice of £100 if they allow it to foul public areas without cleaning it up.

The Order was made on April 17<sup>th</sup> and is now subject to an appeal period of 6 weeks, before it can come into force on 1<sup>st</sup> June. Exemptions will include Guide Dogs, working dogs (such as sheepdogs), Law Enforcement and Armed Forces dogs.

A Public Education and information Campaign will be launched when the Order is in force.

On a final note - the above consultations are all part of Shropshire Council's aim to save £62m of savings this year, due to ever-rising demands for Social Care and Housing, as well as rising costs from continuing high levels of inflation.

Cllr Sandells asked about the future of the Quarry swimming pool. Cllr Evans responded that once the Sundorne pool has been built there will be a public consultation on the future of the Quarry pool.

Cllr Windows asked about the revised Place Plans. There have not been any conversations with Town & Parish Councils about the new plans.

The Shropshire Local Plan will be delayed until 2025 due to further reviews.

#### **15.24 Planning**

15.24.1 After a proposal from Cllr Hodges, seconded by Cllr Trow, all in favour, it was **RESOLVED** to approve the minutes of the Planning Committee meeting held on Monday 2<sup>nd</sup> April 2024.

15.24.2 Cllr Hodges, Chairman of the Planning Committee gave a verbal update on the planning committee meeting held on 7<sup>th</sup> May 2024 which was **NOTED**.

15.24.3 PLANNING REFERENCE: **24/01442/FUL**: DEVELOPMENT PROPOSED: Erection of a domestic solar array, inverter building and ancillary works on land to rear of Larkfield and Rosedene: **LOCATION**: Brook House, Asterley, Minsterley, Shrewsbury, Shropshire

**Comment: Pontesbury Parish Council supports this proposed development as renewable energy production is something that the parish council and the Shropshire Council Local Plan wishes to encourage. The site is well screened and so our concern about any potential negative impact of the development upon the surrounding landscape is mitigated.**

15.24.4 **PLANNING REFERENCE - 24/01602/LBC**: DEVELOPMENT PROPOSED - Changing of existing softwood windows and doors to new hardwood windows and doors to annex. **LOCATION**: - Asterley Hall, Asterley, Minsterley, Shrewsbury, Shropshire

**Comment: Pontesbury Parish Council supports the proposed alterations including the replacement of existing windows, with more sustainable hard wood frames. The colour and design suggested are more in keeping and will improve the aesthetics of the building.**

#### **16.24 Pavilion Committee**

16.24.1 After a proposal from Cllr Trow, seconded by Cllr Hignett, all in favour, it was **RESOLVED** to approve the minutes of the Pavilion Committee meeting held on Monday 29<sup>th</sup> January 2024.

16.24.2 A written report by Deputy Clerk, from the Pavilion Committee meeting held on Monday 22<sup>nd</sup> April 2024 was received and **NOTED**.

16.24.3 After a proposal from Cllr Evans, seconded by Cllr Jones, all in favour, it was **RESOLVED** to approve the Pavilion Concessions Policy as recommended by Pavilion Committee

16.24.4 After a proposal from Cllr Evans, seconded by Cllr Gregory, all in favour, it was **RESOLVED** to approve the recommendation from the Pavilion Committee that room hire charges for 2024-25 remain at the 2023-24 rates.

Cllr Fletcher thanked Deputy Clerk and Building Assistant for all their hard work in managing/running the Pavilion building and for the hard work by Deputy Clerk in producing the Evaluation Report.

#### **17.24 Newsletter Working Group**

17.24.1 After a proposal from Cllr Hignett, seconded by Cllr Trow (Cllrs Gregory and Lewis voted against), it was **RESOLVED** to approve the reduction of newsletters to 10 per year with a bumper edition for December/January. Cllrs felt it was very important that residents were made aware of both Christmas and January events and reminded to keep the newsletter in December as it will cover January as well.

17.24.2 After a proposal from Cllr Hignett, seconded by Cllr Trow, all in favour, it was **RESOLVED** to approve recommendation from the Working Group that advertisement fees for 2024-25 stay the same as 2023-24 rates.

#### **18.24 Statutory Business and Finance**

18.24.1 Income of £222,494.20 (including the 2024-25 precept). This was **NOTED**.

18.24.2 After a proposal from Cllr Trow, seconded by Cllr Hignett, all in favour, it was **RESOLVED** to approve payments of £21,970.46 as attached list.

18.24.3 Councillors received and **NOTED** the annual summary of accounts for 2023-24.

18.24.4 After a proposal from Cllr Evans, seconded by Cllr Hignett, (Cllr Jones abstained), it was **RESOLVED** to approve the the Streetlight Joint Energy Agreement for 2024-25 with Shropshire Council.

18.24.5 After a proposal from Cllr Davies, seconded by Cllr Evans, all in favour, it was **RESOLVED** to approve a maximum budget of £250 (from Parish Council Community Grants budget) for D-Day commemorations.

18.24.6 Clerk reported that there hadn't been a notification received as yet from Shropshire Council about whether or not a by-election would be called for the councillor vacancy for Pontesbury Ward.

18.24.7 After a proposal from Cllr Trow, seconded by Cllr Windows, all in favour, it was **RESOLVED** to approve transfer of precept monies (£221,188) from Pavilion Lloyds account to CCLA.

#### **19.24 Resident survey for Cruckton/Cruckmeole/Pound Lane**

19.24.1 After a proposal from Cllr Trow, seconded by Cllr Windows, all in favour, it was **RESOLVED** to approve delegated authority to the Resident Survey Working Group to conduct a survey of resident's in Cruckton/Cruckmeole and Pound Lane during June and report back results to the July meeting.

19.24.2 After a proposal from Cllr Sandells, seconded by Cllr Hodges, all in favour, it was **RESOLVED** to approve the Terms of Reference for the Working Group as recommended by the Working Group.

#### **20.24 Clerk's Report**

A report from the Parish Clerk was received and noted. Clerk reported that Cllrs Fletcher, Evans and Clerk, had been given delegated authority at the April meeting to submit an application for the Environmental Maintenance Grant for 2024-25. An application for a grant

of £520 to be match funded by £525 from parish council Repairs and maintenance budget. The application was for clearing and spraying four areas – 3 along the A488 between Halston Cottages and Hanwood and one area in Plealey

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

- Cllr Windows asked for an update about the affordable housing off Mount Close and whether or not local people had applied for housing. Cllr Fletcher responded that Housing Plus had given assurances that the parish council would be invited for a site visit when such questions could be asked.
- Cllr Manning reported concerns about the amount of soil and trees blocking parts of the Rea Valley. Cllr Manning would liaise with Cllr Jones about reporting the matter to Shropshire Council Flooding Officer John Bellis and the Environment Agency. The Councillors were asked to copy Cllr Evans/Hignett and the NFU into any correspondence
- Cllr Lewis reported concerns of residents along Mount Way about Housing Plus personnel parking on the pavements in that area. Cllr Fletcher would contact Housing Plus
- Cllr Gregory reported a tractor blocking the pavement in Linley Avenue. Clerk would forward concerns to local policing team. Cllr Gregory also asked about the SC streetlights along the A488 and when they would be replaced. Cllrs Evans and Hignett would chase this up.
- Cllr Jones asked for an update on the proposed improvements to Hall Bank junctions. Cllr Hignett would chase this up and find out what date the S106 monies would need to be paid back if not spent
- Cllr Evans reported that the road surface repairs between Plealey and Annscroft had been recently repaired but that the road closure had taken twice the time advertised and the road surface was already breaking up. Cllr Evans would chase this and Clerk would also report on FixMyStreet.
- Cllr Hignett reported the antisocial behaviour and damage to the metal gate on Church Bank into the garden area behind the public toilets. Cllr Hignett was checking the ownership of this area and would liaise with Cllr Fletcher/Clerk.
- Cllr Fletcher reported that at the recent SALC Area Committee meeting there had been discussions about whether Town and Parish Councils would be interested in taking over the cost of and undertaking some of the non-statutory duties such as gully clearing and grass cutting etc. if SC were to stop doing them, in light of SC cuts. The councillors agreed that they would be prepared to listen to what SC had to say.

**22.24 Date and Time of Next Meeting. The next meeting of Pontesbury Parish Council will be held on Monday 10<sup>th</sup> June 2024 at Cruckton Village Hall, starting at 7.30pm.**

**The meeting closed at 20.50pm**

Signed: .....  
Chairman Pontesbury Parish Council

Date: .....