

**Clerk to the Council/RFO: Vacant
Chairman: Cllr Fred Jones**

31 December 2015

Minutes of a Full Council Meeting held at 7.30 pm on Monday 30 November 2015 in the Memorial Hall.

Present: Cllrs Jones (Chairman), Mrs Trickett (Vice Chairman), Breeze, Ms Candy, Clarke, Gordon, Gouge, Keel and Mrs Lewis.

In attendance: Anne Cousins – Locum Clerk; and two members of the public.

FC115.15 **APOLOGIES** – Cllr Parkhurst (work) and Cllr Mrs Whittall (away).

FC116.15 **DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST** – There were no declarations beyond those recorded in accordance with the Code of Conduct. Cllr Clarke reiterated that his wife was the key-holder for the Long Meadow play park and that he was the Parish Council representative for Bayston Hill Crown Green Bowling Club.

FC117.15 **PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS** – Two representatives from the Patient Participation Group at the Beeches Medical Practice attended the meeting. They explained the group was in the early stages of planning a prostate cancer awareness event in Bayston Hill and they wished to sound out the Parish Council about the possibility of contributing some funding towards this. They expanded on the importance of making men aware of prostate cancer by having PSA blood tests and gave examples of awareness-raising events held in other locations in Shropshire which had been well-supported and which had identified men at risk. The cost of providing a test was £15 per person. There was discussion about how the group would raise the funding required and it was confirmed that a number of organisations would be approached. One suggestion made to the group was to approach Barclays Bank. Some councillors expressed reservations about the Parish Council funding something that the NHS should be funding, but it was explained that there was no NHS funding available for prostate cancer awareness. Another point raised was that the criteria for Parish Council grants stipulated that the recipients must be Bayston Hill residents and it was pointed out the Beeches Medical Practice covered a wider geographical area. It was agreed unanimously that the way forward should be for the group to submit a formal grant application. It was noted the Parish Council no longer had a representative on the Patient Participation Group and that a new representative should be sought.

Action - All

The members of the group left at 7.55 p.m.

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FC118.15 **MINUTES** – It was **proposed** by Cllr Mrs Lewis, **seconded** by Cllr Breeze and **RESOLVED** that the minutes of the Full Council meeting held on Monday 12 October 2015 be accepted as a true record.

FC119.15 **MATTERS ARISING –**

FC107.15 **NHS Future Fit** – Cllr Keel enquired whether the letter to Shropshire Defend our NHS had been sent. **Action – Locum Clerk.**

FC110.15 **Planters on the Parade** – The Chair said the planters had had a very positive effect on the Parade and he commended all involved in this project.

FC120.15 **CHAIR'S REPORT** – The Chair referred to the resignation of the Clerk and said how much of an asset Emma Kay had been to the Parish Council and that he wished her well in her new post. He welcomed Anne Cousins as Locum Clerk while recruitment was undertaken for a replacement and said he hoped a new Clerk would be in post by February. He thanked all Parish Councillors who had attended the recent Local Joint Committee meeting. He concluded by wishing everyone a very happy Christmas and a prosperous New Year.

FC121.15 **CLERK'S REPORT** – The Locum Clerk spoke about the need to have a Parish Council representative on the Thomas Bowdler Educational Foundation to replace Cllr Mrs Whitmarsh, who had resigned from the Parish Council. She offered to provide more information to any interested councillor. **Action - All**

FC122.15 **REPORT FROM SHROPSHIRE COUNCIL REPRESENTATIVE** – Cllr Clarke reported on the following:

Local Joint Committee – This had been held on 24 November and had attracted approximately 100 local residents. He was very pleased with this turnout, which demonstrated to Shropshire Council that Bayston Hill residents took a lot of interest in local affairs. One more Parish Council representative was required to join the Local Joint Committee. Cllr Breeze had stood in at last week's meeting and had indicated a willingness to join. On behalf of Cllr Parkhurst, LJC Chairman, Cllr Clarke **proposed** and Cllr Mrs Trickett **seconded** that Cllr Breeze should join the Local Joint Committee and this was **RESOLVED** unanimously.

Scrutiny – The Environment and Services Scrutiny Committee had met at Shirehall that afternoon and Cllr Clarke reported that the public consultation on the future of the Quarry swimming pool had now closed and the results would be known in the next couple of months.

Waste Contract with Veolia – Another matter under discussion at the Scrutiny meeting was the monitoring of the waste contract with Veolia. Cllr Clarke explained two-thirds of the staff who monitored the contract had now left the Council and, as a result, some government recommendations from 2012 had not yet been done. It had been agreed at today's meeting that the

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necessary resources must be made available to ensure all appropriate mechanisms are in place to monitor the contract.

Big Conversation – Shropshire Council has launched a public consultation to find out which Council services the public think are the most important, in view of the huge spending cuts facing the Council. He encouraged everyone to respond to this survey. **Action – All.**

FC123.15 **TO APPROVE AND SIGN ALL PAYMENTS** – The Locum Clerk introduced this item. She explained that she had no understanding of the financial administration procedures at the Council and was hoping the Parish Councillors would be able to assist her. Cllrs Clarke and Mrs Lewis said that the previous Clerk would be able to assist and the Chair said councillors would provide support. He also reminded councillors that the office computer had been replaced the previous week.

There was discussion about the cost of repairs to the tractor. Cllr Clarke said he was concerned there seemed to be a serious problem with the new mower and he did not know what had caused this.

It was **proposed** by the Chair, **seconded** by Cllr Clarke and **RESOLVED** to authorise the Parish Council to pay the invoices presented to the meeting.

FC124.15 **COMMUNITY LED PLAN** – Cllr Mrs Lewis explained that there had not been any meetings and therefore there was no progress to report. Cllr Clarke raised the issue of clerking meetings of this group and said he was not convinced this should be a Parish Council responsibility. The group was currently sharing secretarial duties between the various representatives.

FC125.15 **OAKLANDS/GLEBEFIELD DEVELOPMENT BRIEF** – This matter had been discussed in detail at the recent Local Joint Committee meeting where plans had been provided.

Cllr Mrs Lewis said there had been some discussion after the last Planning Committee meeting and members had raised concerns that there was no Planning Committee representation on the Steering Group. She suggested having a Planning Committee representative on the Steering Group would help the Steering Group to understand things from a planning perspective. Cllr Clarke reminded Members that the Parish Council was only one player in this project and that the main players were the two land-owners, i.e. Shropshire Council and the Diocese of Lichfield. Cllrs Ms Candy expressed the hope that bungalows would be included in the development. Cllr Keel reminded her it was not possible to comment on plans until they were put out for consultation. Cllr Mrs Trickett asked if the Diocese were going to give some green space to the village. Cllr Clarke said it was hoped the Parish Council would take on responsibility for maintaining the green space.

The Locum Clerk suggested that having a Planning Committee representative could be helpful to the Steering Group as the intention of the Steering Group was to iron out any problems before any planning applications were submitted.

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Cllr Breeze **proposed**, Cllr Mrs Trickett **seconded**, and it was **RESOLVED** that Cllr Mrs Lewis joined the Oakland/Glebefield Steering Group.

FC126.15 **MEETING SCHEDULE 2015/16** – A draft meeting schedule had been circulated. Cllr Keel pointed out there was no joint meeting of the Finance/Amenities Committees to discuss the precept. It was suggested members of Amenities Committee could be invited to attend the 11 January Finance meeting. Cllr Clarke suggested that the schedule should be discussed again at the next Full Council meeting. **Action – Locum Clerk.**

FC127.15 **ADOPTION OF MINUTES FROM COMMITTEES** – Cllr Breeze **proposed**, Cllr Clarke **seconded** and it was **RESOLVED** that the minutes and recommendations of the Amenities Committee held on 21 September 2015, the Finance Committee held on 13 July 2015 and the Planning Committees held on 28 September 2015, 5 October 2015 and 19 October 2015 be adopted.

FC128.15 **EXCLUSION OF THE PRESS AND PUBLIC** - It was **proposed** by Cllr Keel, **seconded** by Cllr Clarke and **RESOLVED** to exclude the press and public under LGA 1972 ss 100 (2), so as to discuss Confidential matters.

Meeting closed at 8.45 pm

Minutes of a Full Council Meeting held at 7.30 pm on Monday 30 November 2015 in the Memorial Hall following exclusion of the Press and Public

FC129.15 **ADOPTION OF CONFIDENTIAL MINUTES FROM COMMITTEES** - It was **proposed** by Cllr Keel, **seconded** by Cllr Gordon and **RESOLVED** that the confidential minutes of the Amenities meeting held on 21 September 2015 be adopted.

FC130.15 **PERSONNEL MATTERS** – The process for the recruitment of a new Clerk was discussed and detailed arrangements were delegated to the Personnel Committee.

Meeting closed at 9.15 pm

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