

Clerk to the Council/RFO: Caroline Higgins
Chairman: Cllr Fred Jones

3 May 2017

Minutes of a Full Council Meeting held at 7.35 pm on Monday 24 April 2017 in the Memorial Hall.

Present: Cllrs Jones (Chairman); Keel (Vice Chair); Mrs Whittall; Mrs Lewis; Ms Candy; Breeze and Miles.

In attendance: Caroline Higgins, Clerk;

FC 22.17 **APOLOGIES** – Cllr Gouge - holiday; Cllr Parkhurst – work commitments; Cllr Clarke – election campaign; the apologies were accepted unanimously.

FC 23.17 **DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST** – There were no new declarations beyond those recorded in accordance with the Code of Conduct.

FC 24.17 **PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS** – There were no members of the public present

Cllr Lewis spoke to inform the Council of a planning application which had been received relating to 1 Burnell View, Bayston Hill. Being a single application which had received no adverse comments from the public, she enquired whether the Council wished to raise any concerns, in which case the application would be put before a formal Planning Committee meeting. There being no concerns or objections from the Council it was resolved to authorise the Clerk to make an appropriate neutral response to the Planning team at Shropshire Council.

At 7:55pm the public session closed

FC 25.17 **MINUTES** – The Council reviewed the draft minutes of the meeting held on 27 February 2017 for accuracy. It was agreed that minute FC13.17 was inaccurate as Councillor Mrs Lewis had given her apologies. It was resolved unanimously to amend FC13.17 to show that Cllr Clarke had made the proposal that the Clerk prepares a response to the Local Plan Review objecting to the removal of development boundaries. It was then **RESOLVED UNANIMOUSLY** that the amended minutes of the Full Council meeting held on Monday 24 April 2017 be accepted as a true record.

FC 26.17 **CONFIDENTIAL MINUTES** – It was proposed by Cllr Mrs Whittall and seconded by Cllr Keel, then **RESOLVED UNANIMOUSLY** to exclude the press and public under LGA 1972 ss 100 (2), so as to discuss Confidential minutes, (Agenda item FC38.17). The Council then **RESOLVED**

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UNANIMOUSLY to approve and accept the confidential minutes of the meeting held on 27 February 2017.

The press and public were readmitted to the meeting.

FC 27 17 **MATTERS ARISING** – The Council discussed the following outstanding actions arising from previous meetings:

- FC154.16 – The officer responsible for Lyth Hill had indicated his willingness to attend a meeting after the Shropshire Council pre-election period ended on 4 May 2017. **(Action – Clerk to arrange)**
- FC155.16 – Presentation of facilities review to Community Led Plan group – Cllr Ms Candy stated she would only be available between 16 – 30 May to make this presentation.
- F7 17 – Damp problem at Youth & Community Building – The Clerk confirmed this was outstanding. Cllr Keel stated that a spending limit of £1,000 had been agreed for building repairs in 2010/11 which should have covered the damp and that this had been exceeded. It was noted that an annual budget is available for buildings maintenance.
- Councillor Keel observed that the noticeboard on the Parade was in the wrong place now that the post office had moved and requested a review be added to the next Amenities Committee meeting **(Action – Clerk)**

FC 28.17 **ADOPTION OF COMMITTEE MINUTES** – Cllr Breeze proposed, Cllr Lewis seconded and it was **resolved** (with one abstention) that the minutes of the Amenities Committee meeting held on 6 February 2017 be adopted. It was noted that a further meeting had been held by the Amenities Committee on 27 March 2017 but that the draft minutes were not yet available. Cllr Candy proposed that draft minutes be made available for information only at future meetings.

FC 29.17 **CLERK'S REPORT** - The Clerk tabled her written report which had been circulated to members and invited questions;

- Defibrillator – The dates of the new training sessions to be clarified.
- Pavilion Changing Rooms Consultation - Cllr Candy disputed that 12 responses constituted a low response rate as it represented 30% of the users who pay for the use of the pavilion and that a decision to increase the Precept to fund the library had been supported by a 5% consultation response. She proposed that in view of the fact that the Council has a significant surplus to carry forward there is no need for the process to stall for further consultation. She reported that she had consulted a professional Ipsos Mori surveyor who had confirmed that a 30% response rate is considered outstanding.

It was proposed by Cllr Mrs Lewis that the Full Council recommends to the Amenities Committee that it recognises the validity of a 30% response to the questionnaire, which provides a mandate to take the project forward following a short discussion at the Amenities meeting

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in June. The proposal was seconded by Cllr Candy and **RESOLVED UNANIMOUSLY**

- **Training schedule** – The Clerk tabled a schedule of training opportunities and it was **RESOLVED** that Cllrs Lewis; Miles and Breeze be authorised to attend the Planning Training on 7 June 2017

FC 30.17 **CHAIR'S REPORT** – The Chairman gave his personal thanks to all the Councillors for their stalwart service from which the community has benefited. He observed that thanks to their efforts the community has a bright future. He offered his best wishes to Cllr Candy who will be stepping down at the next election and presented a leaving card. He thanked her for her fiery contribution and searching questions during her time on the Council and thanked her for her work with Cllr Keel to bring the issue of the pavilion changing rooms forward. Cllr Candy responded that she had thoroughly enjoyed her time.

The Chairman noted that this was his final meeting as Chairman and offered his good wishes to Cllr Keel and Cllr Breeze, who will be elected Chair and Vice Chair respectively at the next meeting. He expressed some disappointment that there had been insufficient candidates to enable the community to vote but it was noted that there had not been a contested election in many years and that this was not unusual for parish councils. Residents appeared to be unappreciative of the work of the Council. The Chairman issued a challenge to the community to step forward for co-option.

Cllr Candy observed that there had been expressions of interest which had not been followed up and suggested that the Council investigate why. She also suggested sending exit questionnaires to recent Councillors to explain honestly why they left. The responses could be used to self-evaluate and identify how the Council could encourage more residents to join. She suggested an anonymous evaluation questionnaire could also be sent to current members.

FC 31.17 **DRAFT SERVICE LEVEL AGREEMENT FOR SUPPOT OF LYTH HILL COUNTRY PARK** – It was proposed by Cllr Candy that the Parish Council pays Shropshire Council only the reduced amount they are requesting on the draft Service Level Agreement namely **£4,328** and that the remaining funds collected through the Precept be set aside in an earmarked reserve to offset the contribution requested in 2018/19. It was noted that £8,656 had been collected in accordance with the cost estimates provided by Shropshire Council prior to January 2017 when the Precept was set, leaving a reserve of £4,328. It was anticipated that £6,492 will be requested in 2018/19 and £8,656 in 2019/20. The motion was seconded by Cllr Breeze and **RESOLVED UNANIMOUSLY**. It was resolved to defer the approval of the funding agreement until the issues of financial reporting had been satisfactorily resolved at a meeting with Shropshire Council in May. **(Action Clerk; Cllr Clarke and Cllr Whittall)**

FC 32.17 **FUNDING AGREEMENT FOR BAYSTON HILL LIBRARY**- It was noted by the Council that Shropshire Council has requested £25,000 to support Bayston Hill Library which leaves a surplus of £3,040 collected in the

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Precept. It was **RESOLVED UNANIMOUSLY** to authorise payment of £25,000 (Power – LGA 1972, S137) and to delegate authority to the Clerk to sign the Service Level Agreement on behalf of the Parish Council. **(Action – Clerk)**

FC 33.17 **COMMUNITY INFRASTRUCTURE LEVY FUNDING** – It was proposed by Cllr Breeze; seconded by Cllr Candy and **RESOLVED UNANIMOUSLY** to set aside the Neighbourhood Fund of £6,443.49 in a reserve for a future project. It was noted that this will bring the Neighbourhood Fund reserve to a total of £9,170.16.

FC 34.17 **OAKLANDS / GLEBELANDS UPDATE** – The Clerk confirmed that there had been no further meetings of the Oaklands/Glebelands Steering group but that a meeting was scheduled for 27 April 2017.

Cllr Candy referred to the Actions List and confirmed that an exhaustive search of the minutes had failed to reveal a decision by the Council to give space to the scouts for a new hut on Parish Council land. The Council was asked to note that a transfer of land on either a gift or lease basis is likely to generate extensive legal costs to the Council. The Council was also reminded that the Youth and Community building continued to be under-utilised and could be leased to the scouts or rebuilt to their specification.

FC 35.17 **ENVIRONMENTAL MAINTENANCE GRANT** – The Council **RESOLVED UNANIMOUSLY** to apply for a grant of up to £3,000 to enable it to maintain the open spaces leased from Shropshire Council.

FC 36.17 **COMMUNITY LED PLAN REVIEW** – Cllr Mrs Lewis reported that the steering group met on the second Tuesday of each month at varying locations. The group had no secretarial support and as such did not produce minutes. The steering group was working towards finalisation of its consultations with community groups and would shortly start work on the design of the questionnaire which would be delivered to all properties in the parish. Cllr Keel expressed concern that the steering group is working separately from the Parish Council and suggested increased co-operative working. The lack of minutes made it difficult for the Council to give appropriate support and he suggested that the Chairman of the steering group be encouraged to attend Full Council meetings in future. Cllr Lewis informed the Council that members of the Parish Council made up a third of the small steering group and that other Councillors were welcome to attend, however it noted that the Clerk had been informed that steering group meetings were not open meetings. Cllr Lewis undertook to clarify this point. **(Action Cllr Lewis)**

FC 37.17 **PAYMENTS FOR APPROVAL** – The Clerk tabled a list of invoices and salaries due for payment. It was proposed by Cllr Mrs Whittall, seconded by Cllr Mrs Lewis and **RESOLVED UNANIMOUSLY** to approve the list of payments

FC 38.17 **EXCLUSION OF THE PRESS AND PUBLIC** – It was proposed by Cllr Mrs Whittall, seconded by Cllr Miles and **RESOLVED** to exclude the press and public under LGA 1972 ss 100 (2), so as to discuss confidential matters

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The meeting closed at 9:24pm

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