

FC65.17 Clerk's Report to Full Council – 11 September 2017

Report 1 Expression of Interest in Community Woodland:

A meeting has been arranged on Thursday 6 September with Carmen Eccleston of Shropshire Council Environmental Maintenance to confirm the extent of the area of interest and any existing maintenance arrangements. The area will then be mapped and passed to Shropshire Council Estates to establish the status of any leases; easements, obligations etc. Mark Blount has been supportive of the Parish Council taking over the woodland and has offered to provide advice on maintenance if requested. A verbal update will be provided at the meeting.

Shropshire Council's **Free Tree Scheme** is open for applications and the Council may wish to consider submitting an application for bare root trees or larger 'feathered' specimen trees.

Report 2 Consultations:

In order to ensure these discussions are focussed, Councillors are encouraged to read the relevant consultation documents online and to bring a written summary of any comments to the meeting to assist the Clerk in preparing a response.

A Library Strategy Consultation – 26 July – 6 October 2017;

The strategy sets out Shropshire Council's vision to unlock the huge potential that library services have to impact positively on individuals lives. It also recognises that this is a challenging time for library services – traditional usage has been declining in recent years, the way that people use library services is shifting, and the financial situation remains difficult.

The strategy sets out a hierarchy of library services provision and describes how the Council can meet its statutory requirements to provide a "comprehensive and efficient library service for all persons" by providing:

- Static library provision within six Tier 1 locations – Library Hubs – and seven Tier 2 locations Community Libraries.
- 277 Mobile Library stops, principally responding to challenges of an ageing population and access to services in a rural context.
- Digital library services including 24-hour access to a range of lending and information resources

The strategy does not set out to close any existing libraries, but it does recognise the need to provide a framework that allows future investment and revenue support to be prioritised.

Shropshire Council is keen to get as wide a response as possible to the consultation, from you, stakeholders, users and non-users.

An online survey is available at <https://www.shropshire.gov.uk/> (click on the Get Involved page) and paper copies of the survey will be available from your libraries and mobile libraries.

The Council is invited to consider making a collective response, particularly to questions 10 and 11:

Q10 Having read the draft Library Services Strategy, do you agree with the vision, mission, objectives and principles that we have set out in support of the delivery of the draft strategy?

Q11 Do you agree with the recommended hierarchy of provision set out within the draft strategy?

B. Shropshire Council Parking Strategy – 21 July – 17 October 2017

This consultation is split into four sections, which are subdivided into a number of proposals. Responses are encouraged for all sections however the proposals under section 1 are most relevant to Bayston Hill residents.

A consultation event in the Shirehall is open to Parish Councillors and is planned on 11 September from 5:30 – 7:55pm although it would be difficult to attend the whole event and attend the Full Council meeting. It is therefore recommended that members familiarise themselves with the proposals from the online documents and bring any comments to the meeting.

The Council is invited to consider making a collective response to the consultation, in particular to Section 1- linear parking; pricing bands; unrestricted parking; evening parking; loading bays; 'pop and shop' parking, and Raven Meadows opening hours.

C. Police and Crime Commissioner's Consultation – Ends 11 September 2017

John Campion, Police and Crime Commissioner is consulting communities and partners on proposals for changes in the governance arrangements for the Fire Services in West Mercia which includes Shropshire, Telford & Wrekin.

No comments have been received by the Clerk so no formal response has been submitted by the Parish Council to this consultation. **Due to the end date coinciding with our meeting it is recommended that any Councillor wishing to submit a personal response does so before the end of the day.**

Report 3 Changes to Data Protection Legislation:

The Council is invited **to note** that new legislation will take effect on 25 May 2018 affecting the way that Councils handle data. They include the 'right to be forgotten' and other changes. I have registered to attend the free SALC briefing on 8 November 2017 and anticipate the need to alter our current working practices in the following months. **These will include undertaking an audit of the personal data we hold and how it is used; documenting and updating privacy notices; reviewing how consents are sought, recorded and managed and the recruitment of a Data Protection Officer (DPO) who is required to have expert knowledge of data protection law and practices.** Further details are included in NALC Legal Briefing L04-17 which is attached to this report.

Report 4 Diary dates and meetings with outside bodies:

A. Highways England – September 2017

The Clerk is arranging to meet with Robert Jaffier, Area Manager on or after 8 September to discuss the improvement of the junction of the A49 with Lyth Hill Road; the maintenance of the grass verges on the A49 following reduction of the Environmental Maintenance Grant from Shropshire Council and the plans for future maintenance and improvement of Dobbie's /Bayley's Roundabout. We will also discuss the potential development on Lyth Hill Road and the likely impact on traffic queues should it be approved. There have also been requests for the extension of the footpath from Bayston Hill to the Condoover turning. The date and time of the meeting have not yet been confirmed but anybody wishing to attend should inform the Clerk as soon as possible.

B. Oaklands/Glebelands Consultation Drop-in Event – 13 September 2017 - 2-8pm

Bayston Hill Library

C. Lyth Hill Advisory Group – 20 September 2017 - 7pm

Bayston Hill Memorial Hall – Meeting to discuss Management Plan

D. Shropshire's Economic Growth Strategy 2017 – 2021 – 2 October 9:15 – 12:00pm

Walker Theatre, Shrewsbury - Town and Parish Council invitation from Peter Nutting, Shropshire Council Chairman

E. SALC Area Committee - Wednesday 18th October 2017 – 6.30pm

The University Centre Shrewsbury (Guildhall) – This meeting is open to all members of the Council. The key agenda items are:

SAMDev Issues & Options – Update by Eddie West

Councillor Code of Conduct – Graham White (This session is recommended for all new Councillors and as a refresher for any Councillors who have not received the training in the last 4 years)

F. Fundamentals for Councillors Training – Wednesday 25 October 2017 – 5 – 7:30pm,

Wilfred Owen Room, Shirehall, Shrewsbury (Members wishing to attend should confirm their availability to the Clerk as soon as possible to secure a place)

G. Councils as Employers – 6 November 2017 – 10am – 4pm

Council Chamber, Shirehall, Shrewsbury – This training may be useful to the Clerk and members of the Management and Personnel Committee. Further details and costs will be obtained in time for the meeting.

H. Key Changes under General Data Protection Regulations – 8 November 2017 – 5:30 – 7:30pm

Council Chamber, Shirehall, Shrewsbury – The Clerk has registered to attend this free session

I. Scribe Training Sessions – Cheltenham – October date TBC

Scribe are arranging a free group training session in Cheltenham. The Council is requested to approve the Clerk's attendance at the session and reimbursement of her travel expenses

Report 5 Parking Bays at the Parade

Enquiries have been made about getting the parking bays remarked on Lansdowne Road. Shropshire Council is investigating who is responsible for them. Any progress will be reported to the meeting.

Report 6 Fire Risk Assessments

A review of legislation has identified a requirement for a written Fire Risk Assessment which must be kept under review. A draft fire risk assessment is being prepared for each of the Council's buildings for approval, but it is recommended that the Council considers whether the Council currently employs a 'Competent Person' or whether an external assessor should be appointed to prepare the assessments in the first instance. If the Council wishes to develop these risk assessments 'in house' it is recommended that the Clerk receives appropriate training.

Report 7 Matters arising not covered elsewhere in the agenda

See action list for outstanding actions