# FC 86.17 Clerk’s Report to Full Council – 6 November 2017

## Shropshire Council Consultations:

**Local Plan Review** – ‘Preferred Scale and Distribution of Development Consultation’ - 27 October – 22 December 2017

**Environmental Maintenance Grant Task & Finish Group** – Terms of Reference Consultation; Note – Questionnaire to be returned by 2 Nov 2017: Workshop 8 November 2017 (Please confirm if you wish to attend)

**Youth activities funding** – Scrutiny Report considered 18 October 2017 (report forwarded to members by email on 12 October 2017)

**Place Plan Review** – Parish Councils have been asked to review their Place Plan by 22 December 2017 so this will be on the agenda for 11 December Full Council. In order to give new members an opportunity to familiarise themselves with the document, copies of the relevant sections are enclosed with these papers. **Please retain them for the December meeting**. A copy of the Frequently Asked Questions sheet is also provided for reference. Bayston Hill is included in the Shrewsbury Place Plan which is a large document that can be viewed on Shropshire Council’s website or by clicking the link below. <https://www.shropshire.gov.uk/media/1823570/Shrewsbury-2015-2016-Final.pdf> . The relevant pages are spread out through the document which makes them difficult to find. Some of the priorities identified in the Place Plan have now been delivered whilst other priorities may have been identified. The document is important since it determines which projects the Council is allowed to spend its CIL Neighbourhood Fund on, (currently we have £6,443.49). These funds must be spent within 5 years or returned to Shropshire Council. The completed return must be signed by both the Chairman and Local Shropshire Councillor (Keith and Ted) and returned to Shropshire Council.

Training dates:

6 November – **Councils as Employers** (£65 / delegate) – Clerk to attend

8 November – **General Data Protection** (FOC) – Clerk to attend

29 November – **Insurance for Parish Councils** (£25 / delegate)

(Please confirm if you wish to attend any of these sessions)

**Scribe Training Day** – Due to pressures of work the Clerk was unable to attend this event. Following discussions with the internal auditor and Chair of Finance the Clerk is arranging to look at an alternative accounting system with a view to using it in 2018/19. A report on costs and benefits will be brought to the next meeting of the Council for consideration.

**VAT Training –** The Clerk attended useful VAT training which identified errors in the way donations to Shropshire Council were being demanded. This is being resolved by cancellation of invoices and payment against a payment reference provided by Shropshire Council.

## **Diary dates and meetings with outside organisations**:

9 November - **Future Fit Consultation,** Shirehall – 5:30pm

10 November - **Shropshire County Pension Fund, Annual Meeting** – Shirehall (Clerk usually attends)

13 November 2017 – 16 January 2018 – **A49 Night Closures** – Details circulated and advertised on website; Diversions via Much Wenlock; Local diversions via Pulley Lane

21 November **– Lyth Hill Advisory Group Meeting** – 7:30pm, Bayston Hill Memorial Hall

24 November – **Presentation of British Empire Medal** to Allan Caswell – Chairman; Clerk and Shropshire Councillor to attend

4 December 2017 – **SLCC Conference** – Shrewsbury Town FC – Clerk to attend

## Reports of recent meetings with outside organisations :

**Meeting with Highways England** – 22 September 2017 – Notes to follow

**SALC Area Committee Meeting – 18 October –** Attended by Cllrs Clarke; Breeze; Hudson and the Clerk – **Local Plan Review** Key proposals include High housing growth target of 28,750 (2016 -36); 300ha of employment growth; retention of development boundaries and guidelines for community hubs, within which development will be managed by a criteria based policy**. Development boundaries are likely to be subject to review.** Shrewsbury is likely to require one or two additional urban extensions to deliver the additional housing and employment target. Rural areas will be expected to deliver 27.5% of housing Consultation on specific sites will take place early 2018 with consultation on the final plan by Oct 2018 and adoption by December 2019.

**Meeting with Halls (Parade Agents)** – 23 October 2017 – A meeting was held with Halls who manage the Parade on behalf of the landowner. The meeting was attended by Cllrs Keel; Clarke; Breeze; Lewis and Hudson and the Clerk and was followed by a meeting of the Planning Committee at which the meeting was further discussed. The key points agreed were as follows:

**Halls Actions:**

Uneven slabs will continue to be monitored and re-set as required to address tripping hazards

Willow tree will be trimmed back more regularly to prevent obstruction

Loose bricks in raised bed to be repaired

Bollards outside Zap Coffee House to be re-positioned

Continue to improve appearance of flats and shopfronts as they become available

Halls handyman to continue to visit at least fortnightly

Halls to clarify offer to transfer land to Parish Council

**Parish Council Actions:**

Refurbish seats

Reposition noticeboard into or in front of raised bed outside Spar shop

Press Shropshire Council to re-paint parking bays and disabled bays

**Meeting with Shrewsbury T C** – 1 November 2017; (Sports facilities maintenance programme) – Verbal report at meeting

Health & Fitness Survey – A 10 question survey was published in the November Villager and on social media in October with a closing date of 20 November 2017. Initial responses to the online survey were strong, with a total of 42 responses up to 28 October. The responses to date may be viewed by clicking on the link below. A summary of the responses up to 28 October is attached on the printout but only shows a selection of the comments, all of which will be summarised and collated at the end of the survey and brought to the Joint Amenities & Finance Committee meeting on 27 November. The survey remains open on social media and on the Council website.

<https://www.surveymonkey.com/results/SM-8TC795MY8/>

Responses to the **Villager survey** have just started to come in. The questions are identical to the online survey. All of the responses will be analysed and reported to the Joint meeting of Amenities and Finance for consideration in the budget for 2018/19

Fitness Taster Sessions **–** The Little Wellness Company has arranged free Taster Sessions in the Youth and Community Building on 2 & 8 November 2017. If successful they are considering running commercial classes which may help to address some of the needs expressed in the Health and Fitness survey.

Bayston Hill Library Friends Plant Sale 28 October 2017 – raised approx. £90 and has a large number of plants to keep for a spring sale and children’s activity. They are grateful to Dobbie’s Garden Centre who generously donated plants, seeds and compost to a value of £150.

## Parking on the Common

Cllr Engler has expressed concern that parking on the Common grass is damaging the surface. There are no stones to prevent parking in the area in question. The Council may wish to consider installing bollards, logs or other measures to prevent this damage or extend the stones around the perimeter of the Common.

Free Tree Scheme – No response from Oakmeadow School

Grass Topping **- T**his work has been awarded to a local farmer and he has received several reminders without any action. It is now suggested that a landscape contractor be appointed to carry out the work, although this is likely to be more expensive than has been agreed with the farmer. It is suggested that the Council gives consideration to replanting this area as a wild flower meadow next year as it would be a more attractive and environmentally enhanced area.

## Lawn mower replacements

The hand mowers owned by the Parish Council are a mix of elderly machines in varying states of functionality, having been repaired and patched to make them last well beyond their design life. The mowers were recently assessed for repairs. The deck of the Toro Petrol mower used at Lythwood has broken and is beyond economical repair. The Mountfield mower used at Longmeadow does not work properly and replacement parts are no longer available as it is a 1984 model. The petrol Flymo collected from Oakmeadow School requires a replacement canopy at a cost of £100, which is uneconomical given the value of the mower. A review of the mower requirements will be presented to the next appropriate Committee with recommendations for replacements with suitable equipment using the Asset Renewals budget.