

Clerk to the Council/RFO: Caroline Higgins
Chairman: Cllr Keith Keel

Minutes of the Full Council Meeting held at 7.00 pm on Monday 25 February 2019 in the Memorial Hall.

Present: Cllrs; Breeze, (Vice Chair); Mrs Clode; Mrs Whittall; Mrs Robinson; Mrs Howells; Mrs Lewis; Parkhurst; Hudson; Ryan; and Jones;

In attendance: Caroline Higgins, Clerk; one member of the public

154.18/19 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE –** The Council approved the apologies of the Chairman Cllr Keel who was unwell; The Vice chairman took the chair and opened the meeting.

155.18/19 **DECLARATIONS OF INTEREST –** Cllr Mrs Whittall declared her interest in the football pitches which her son-in-law rents.

156.18/19 **PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS –** A resident spoke to express concern within the community about recent burglaries and requested a public meeting to discuss crime prevention. The Vice Chair acknowledged his concerns but suggested that the impact of the We Don't Buy Crime roll out be assessed in the first instance and that the matter could be reviewed at the Annual Parish Meeting in May.

As Councillor Clarke was absent there was no Shropshire Council report.

157.18/19 **MINUTES –** The Council reviewed the minutes of the meeting held on 28 January 2019. The details of the speakers from West Mercia Police were corrected and Cllr Breeze confirmed that his declared interest was non-pecuniary as the We Don't Buy Crime grant is issued by the independently elected Police and Crime Commissioner.

It was proposed by Cllr Whittall that minute 140.18/19 be expanded to clarify the resolution. The second paragraph was thus amended to read **'Cllr Breeze formally proposed motion 6/18/19 that consideration be given to supporting West Mercia Police 'We Don't Buy Crime' initiative and rolling it out within the Parish of Bayston Hill, purchasing and providing the kits free of charge to parish residents'**.

Cllr Parkhurst then proposed that the amended minutes be accepted as a true record. Cllr Jones seconded the motion and all agreed the minutes as being accurate. The Vice Chairman signed the amendments and the minutes.

158.18/19 **CHAIRMAN'S REPORT** – The Council noted that the Chairman had withdrawn his report and deferred his written motions as he was unable to attend the meeting.

159.18/19 **MOTIONS IN WRITING –**
The Council noted that motion **4/18/19 – Committee Chairs** had been deferred to a later meeting.

The Council noted that motion **5/18/19 – Longmeadow Toilets** had been deferred to a later meeting.

Motion 7/18/19 - The Great British Spring Clean – Cllr Ryan proposed, Cllr Howells seconded and it was resolved that the Council organises a community litter pick between 22 March – 23 April 2019. It was further resolved that Cllr Ryan liaises with the Clerk to seek the relevant permissions, recruit and supervise volunteers and arrange publicity for the event, with due consideration to the Clerk's workload. **(Action: Cllr Ryan & the Clerk)**

Motion 8/18/19 – Energy Efficiency Loan Application – The Council requested further details of the projected loan repayments and any impact on the Council's finances before reaching a substantive decision on such a loan. **(Action: Clerk)**. It was agreed that the template for written motions be reserved for proposals by members of the Council and that proposals by the Clerk shall be included as standard agenda items.

160.18/19 **CLERK'S REPORT AND MATTERS ARISING –**

1. **Standing Order 1b** – Cllr Whittall disputed minute 69.18/19 from July adopting the NALC Model Standing Order stipulating 3 clear days' notice be provided for meetings. Cllr Parkhurst proposed the matter be reviewed at the next Annual Council Meeting. Cllr Whittall seconded him and thus it was **resolved**.

2. **We Don't Buy Crime Update** – It was resolved that a record be kept of the kits issued.

3. **Youth and Community Building Update** – It was noted that the wall heaters were beyond economic repair and the Council authorised the purchase of a small number of portable fan heaters to supplement the existing heaters. **(Action; Clerk)**

4. **Community Woodland and Sensory Garden Update** – The Council resolved to review the risk assessment covering the pond at the Sensory Garden and consider whether a sign was required for deep water.

5. **Correspondence** – The Council noted correspondence with a resident of the Common and **resolved unanimously** to follow up the outstanding easement at the cost proposed in 2012. **(Action: Clerk)**

161.18/19 **REVIEW OF FEES AND CHARGES** – It was resolved to mark out a rounders pitch on the mini football pitches and to charge £10 per game or £58 for a season of hire. **(Action; Clerk)**

The rate for hire of the sports pavilion was discussed and it was agreed it needed further review. It was resolved to investigate comparative charges

for similar facilities in the area and notify the Bowling Club that a review was being undertaken. **(Action: Clerk)**

It was resolved to investigate how other organisations manage keys and fees for their tennis courts **(Action: Clerk)**

It was agreed to defer any changes to the fees until a later date.

162.18/19

OUTDOOR GYM –

1. The Council noted the approval of a grant of £8,878.40 from LEADER and authorised the Clerk to sign the grant agreement.

2. The Council reviewed the options for gym equipment and **resolved unanimously** to order eight pieces of fitness equipment from Sunshine Gyms as detailed in their November quotation at a cost of £11,098 & VAT, to include installation and grass matting.

3. **Post installation Inspection –** The Council **resolved unanimously** that RoSPA be appointed to inspect the gym equipment after installation at a cost of £395.00.

4. It was **resolved unanimously** that the equipment be installed in area A in accordance with the approved planning permission.

5. It was **resolved unanimously** to authorise expenditure of £11,098 & VAT on outdoor fitness equipment using the power of the *Local Government (Miscellaneous Provisions) Act 1976*.

163.18/19

PAVILION WORKING GROUP REPORT – The Council approved an amended consultation letter with a closing date for responses of 30 April 2019.

164.18/19

COMMUNITY LED PLAN – Cllr Lewis reported that the steering group were continuing to analyse the results based on four key themes.

165.18/19

TRAINING – Cllr Ryan expressed interest in attending the Business Design & DiSC Profiling training but the Clerk was authorised to attend.

Cllr Howells was authorised to attend the Essential Conversations training if available.

166.18/19

MEETING SCHEDULE – The Council resolved to alter the first meeting of the Staffing Panel to 8 April before approving the amended schedule.

167.18/19

REVIEW OF PROCEDURES – The Council resolved to defer this item to the next meeting when it would be considered early on the agenda.

169.18/19

PAYMENTS FOR APPROVAL –The Clerk tabled a schedule of payments becoming due, including February Salaries. The Council noted that the costs of repairs to the Youth and Community Building had exceeded £500 and resolved that no further repairs should be authorised at this time. It was then **resolved unanimously** to approve the schedule of payments as tabled.

170.18/19 **EXCLUSION OF THE PRESS AND PUBLIC** – A resolution was passed to exclude the public under the Public Bodies (Admission to Meetings) Act 1960 (S1(2)) and in accordance with the provision of Schedule 12 of the Local Government Act 1972; so as to discuss confidential matters.

171.18/19 **CONFIDENTIAL QUOTATIONS**
1. Outdoor Gym Equipment – The Council noted quotations from five manufacturers to supply and install eight pieces of gym equipment. They resolved to accept the quotation from Sunshine Gyms.
2. Grounds Maintenance Quotations – The Council considered quotations from two contractors and resolved to accept the quotation from Shrewsbury Town Council for grass maintenance services on various sites for an estimated total cost of £1,170 for the year.

The meeting closed at 9:00pm