

# NEEN SAVAGE PARISH COUNCIL

Minutes of Meeting of the Parish Council held on Wednesday 25<sup>th</sup> July 2018 at Neen Savage Parish Hall commencing at 7.30pm.

Chairman: Cllr Arthur Ratcliff.

Clerk: Mrs D McBride.

Present: Cllr Arthur Ratcliff, Cllr Olwen Sales, Cllr Michael Tomkinson, Cllr Sue Del Mar, Cllr Stephen Hinton, Cllr Andy Vanderhook and Unitary Cllr Madge Shineton.

325/01 To receive apologies and reasons for Absence from Members

Cllr George Haywood - work  
Unitary Cllr Gwilym Butler – another meeting.

325/02 Declarations of Interest

There were no declarations of interest.

325/03 Public Participation Session

There were four members of public present. The Chairman confirmed that the BT Phone box had been moved to his workshop last week. The WI have been asked for input on its refurbishment as they may use the box as a tourist information/book swap facility. It is proposed that once the box has been re-painted it will be relocated in the grounds at the Parish Hall.

325/04 To confirm the Minutes of Parish Council Meeting held on Wednesday 27<sup>th</sup> June 2018

It was RESOLVED that the minutes of the Parish Council Meeting held on Wednesday 27<sup>th</sup> June 2018, be signed and ADOPTED as a true record.

325/05 Matters Arising/Clerk and Councillors' Progress Reports since the last meeting

- i) The Clerk continues to report road issues via Bridgnorth Highways, Fix My Street and Shropshire Council's Report a Fault or Concern. Fix My Street and Shropshire Council do acknowledge reported faults and Fix My Street ask if job has been done. Council noted some work has been done between Nash and Reaside. The pothole at Stonehouse has been reported many times and marked for repair but not done. This will be reported again and also the ridges in the road near Hillside. Shropshire Council confirmed that our CIL/Neighbourhood Fund money is from an extension at Upper Baveney Farmhouse. As we are such a rural community Clerk has asked for advice re spending both elements of this money on parish projects.  
A web-search on Land Registry does not show any registered Parish Council property. Council agreed that Clerk may contact Land Registry direct which may be chargeable @ £6 per property for title and a map if other enquiries locally are unproductive.  
Silent Soldier Silhouettes - grant application acknowledged by Armed Forces Covenant Fund Trust for two silhouettes but no decision yet. Mark Baldwin has ordered one through local British Legion @ £150. He signed indemnity on our behalf that silhouette will be used appropriately.  
Two pages have been submitted for the August/September edition of the Vital Link.  
Acknowledgement and thanks from Parish Hall Committee regarding our offer of support up to £1,000.  
No word from BT Open Reach about quote to supply new pole for broadband. Cllr Vanderhook is chasing and an update is due soon.  
SALC councillor training is available on Wednesday 26<sup>th</sup> Sept 5.30-7.30pm and Planning training on Wednesday 12<sup>th</sup> September 10-4pm.

325/06 Financial Matters

- i) Council considered and RESOLVED to approve Mrs D Malley as Internal Auditor for the current year. As audit guidelines recommend reviewing internal audit arrangements every three years, Council will look at this next Spring for the next financial year.
- ii) Council considered and RESOLVED to approve the quarterly budget review and bank reconciliation to 30<sup>th</sup> June 2018.
- iii) Council discussed the quotes obtained for two benches at Six Ashes and RESOLVED to order two benches @ £125 each. Delivery and installation will be by end September.

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## 325/07 Approve Payments

Council RESOLVED to approve the following payments:

- i) Mrs D McBride – Wages (July) – £155.44 (Cheque)
- ii) HMRC – PAYE (July) - £19.80 (Cheque)
- iii) Mrs D Malley – internal auditor fee – £80.00 (Cheque)
- iv) Shropshire Council – 2017 election charge - £814.73 (Cheque)
- v) Mrs D McBride – Clerk's admin expenses - £101.60 (Cheque)

## 325/08 General Data Protection Regulations

The Clerk issued a report, recommended by SALC, giving an update to Council on the requirements of GDPR. Using the Action Plan and guidance provided, which illustrates that Council is working well towards compliance, Council RESOLVED to adopt the following drafted policies:

- i) Privacy Policy
- ii) Personal Data Management Policy and Audit Log
- iii) Data Retention and Management of Documents Policy.

As GDPR compliance is a work-in-progress, these policies will be reviewed and amended as required. Council will continue to adopt relevant policies, documents and procedures.

## 325/09 Planning Matters

### (a) Planning Applications

- i) Reference: 18/03055/FUL (validated: 02/07/2018)  
Address: Kudos Blends Ltd, Unit 6A, The Old Station Business Park, DY14 8SY.  
Proposal: Demolition of an existing business unit. Construction of a high bay single span building to blend wheat flour to include warehouse and storage of finished product and despatch bay is provided underneath the canopy.  
Applicant: Mr P Price (Bob Price And Son, Unit 1, The Old Station Business Park.  
Outcome: Council RESOLVED to support this application subject to conditions that security lighting is contained within the site and not visible across parish. No trees to be damaged or removed as part of this development. Trees must be properly managed in future. Any diseased/dead trees which are removed must be replaced and provide full screening provided as per original site permission.

### (b) Planning Decisions

- i) Reference: 18/02053/PMBPA (validated: 15/05/2018)  
Address: Agricultural Building To The East Of, Baveney Lane, Neen Savage,  
Proposal: Application for prior approval under Part 3, Class Q of the Town & Country Planning (General Permitted Development) (England) Order 2015 for the change of use from agricultural to residential use.  
Applicant: Mr T Poyner  
Decision: Withdrawn
- ii) Reference: 18/02043/LBC (validated: 21/05/2018)  
Address: Stepple Hall, Catherton Road, Cleobury Mortimer, DY14 0LH  
Proposal: Erection of new amenity outbuilding following demolition of existing timber garage/storage building; Form external sunken patio area and new access from main house; Extend existing timber loggia over part new sunken patio area and erection of utility room following demolition of existing.  
Applicant: Mr And Mrs S Morton  
Decision: Granted

## 325/10 Unitary Councillors' Reports

Unitary Cllr Madge Shingleton gave a letter of thanks to the Chairman from the Cleobury Youth Partnership for our grant towards youth work. Cllr Shingleton reported on the recent SALC area meeting where Steve Brown, Graham Downes and Kier spoke about Highways. Responses to the Future Fit are low in this area and Cllr Shingleton urged people to make their views known. The consultation has been extended to 9<sup>th</sup> September as more meetings have been requested. Cllr Shingleton will provide a report on the Full Council meeting being held at Shirehall tomorrow. Cabinet has been considering the parking charges review and funding for children's services. The review of CIL is on-going as Shropshire Council is consulting with developers and landowners.

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## 325/10 Unitary Councillors' Reports (cont'd)

Residents at Barbrook have been notified that the sewage treatment plant issue is going to arbitration. This will incur substantial fees. This issue has been going on for over 13 years since Bridgnorth District Council upgraded the plant and due to not budgeting for the works asked residents to pay instead. This matter is now with the new Director of Adult Social Care & Housing. Scout Leaders are required locally as they are being managed from Bishops Castle currently which is not ideal. Cllr Shineton has not heard any more about the proposed new sewage works for Cleobury.

## 325/11 Parish Matters / Highways

- i) Highways matters were covered earlier but Clerk will also send a reminder about the dangerous condition of the road between Wall Town and Six Ashes, the road near Neen House Farm and the hole forming on the south east side of the Ford
- ii) The SmartWater launch is set for Saturday 4<sup>th</sup> August, 9 – 11am at the Parish Hall for residents to collect their packs. It will be an informal drop in session where people can be shown how to use SmartWater. Refreshments will be provided and there will be a few stalls of local information. After the event Council will draw up a delivery plan for the other households in the parish to ensure everyone has the opportunity to have SmartWater this summer. More packs can be ordered if required. Posters will be put up to advertise the event.
- iii) The bench at the Ford was given to the parish in 2001 by Dr & Mrs Treves in memory of Dr Treves's parents. The bench had suffered a lot of damage this summer, mostly since the barrier post had been removed and vehicles parked on the grass area by the bench. There has been some soil erosion by the bench so the ground will need to be made up and the barrier post replaced before another bench is installed. There are safety concerns due to the condition of the bridge, fencing, faulty depth gauges, damaged wall and hazards in the river which could affect those swimming and playing in the water. As the Ford area is in a very poor state generally Council agreed that we need to work with all interested parties, landowners etc to improve the Ford area. The Clerk will remind Highways of our concerns, also contact Shropshire Access Team as the footpath goes over the bridge. The Parish Council will hold a site meeting on Saturday 4<sup>th</sup> August after the SmartWater launch to look at all the issues and try and get all parties working together to plan a course of action.

## 325/12 Consultations/Surveys

- i) Cllr Vanderhook to send comments regarding the Shropshire Great Outdoors Strategy 2018-2028 consultation (ends 31<sup>st</sup> July) to the Clerk to formulate a response.
- ii) Council agreed that it should make a formal comment on the Future Fit Consultation and encourage others to make their views known individually to ensure that parishioners do have a say in this important matter. Council generally supported Option 1 for Emergency Care Centre at the Royal Shrewsbury Hospital with Planned Care at the Princess Royal Hospital in Telford. The Clerk will send a response on behalf of the Parish Council.

## 325/13 Future Agenda Items

- i) Action plan for improvements at the Ford area.

## 325/14 Date and Time of Next Meeting

The next Parish Council meeting will be held on Wednesday 26<sup>th</sup> September 2018 at 7.30pm at Neen Savage Parish Hall. The meeting closed at 9.15pm.