

NEEN SAVAGE PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 24th May 2023 at Neen Savage Parish Hall commencing at 7.30pm.

Meeting Chairman: Cllr Arthur Ratcliff.

Clerk: Mrs D McBride.

Present: Cllr Arthur Ratcliff, Cllr Michael Tomkinson, Cllr Chris Hardy, Cllr Olwen Sales, Cllr Sue Del Mar, Cllr Julian Cleford and Cllr Sue Barrett.

The Chairman, Cllr Arthur Ratcliff welcomed everyone to the May meeting.

374/01 Election of Chairman and receive signed Declaration of Acceptance of Office

Cllr Arthur Ratcliff was elected Chairman (proposed Cllr Tomkinson, seconded Cllr Hardy). Cllr Ratcliff signed the Declaration of Acceptance of Office.

374/02 Election of Vice-Chairman and receive signed Declaration of Acceptance of Office

Cllr Michael Tomkinson was elected Vice-Chairman (proposed Cllr Ratcliff, seconded Cllr Cleford). Cllr Tomkinson signed the Declaration of Acceptance of Office.

Cllr Ratcliff and Cllr Tomkinson thanked Council members for their support but stated they were happy to share the workload and encouraged other members to put themselves forward in future.

374/03 To receive and accept apologies and reasons for Absence from Members

Council accepted the following apologies:
Unitary Cllr Gwilym Butler – at another meeting.

374/04 Declarations of Interest

There were no declarations of interest.

374/05 Public Participation Session

There were no members of public present.

374/06 To confirm the Minutes of Parish Council Meeting held on Wednesday 26th April 2023

It was RESOLVED that the Minutes of the Parish Council Meeting held on Wednesday 26th April 2023 be ADOPTED as a true record and signed. It was noted that the Vital Link may only report on planning matters from the Parish Council going forward. The Land Registry application will be followed up.

374/07 Matters Arising/Clerk and Councillors' Progress Reports since the last meeting

i) Clerk's Report

Annual Parish Meeting – Wednesday 31st May

All meeting invitations have gone out and been accepted as per the published Agenda. The meeting starts at 7.30pm with the room being set up from 7pm.

BT Billing

We have finally received the £27 credit for returned equipment. This will reduce the next bill.

Ford CIL Project

There is still no update on this project. We know the Place Plan is to be updated and the Ford project is logged as approved but after two years we question how we can ensure that Shropshire Council will get the job done.

ii) CrimeWatch WhatsApp Group Report – Cllr Sales

Cllr Sales reported a burglary at Goesland. A white van had been seen in the vicinity. Today there was some fly-tipping of household and garden waste at the Ford. This has been reported on Fix My Street.

iii) Environmental Maintenance Report – Cllr Tomkinson/Cllr Ratcliff.

Cllr Tomkinson is drawing up a list for pot hole repairs and drain cleaning which will be reported to Shropshire Council. He has strimmed the grass at the Nash crossroads. Cllr Ratcliff and Cllr Cleford have replaced the two bins at Six Ashes car park which are being well used. They will replace the old bin at the Ford next. Cllr Tomkinson and Cllr Ratcliff will cut back the hedge parsley at the Six Ashes junction following recent complaints about visibility. Mr Harman will be invited back to undertake further work on Picklebatch Bank and the ditches near Stepple whilst the weather is warm and dry.

iv) Parish Hall Committee Report - Cllr Sales

The Coronation Lunch on Sunday 7th May was a success with over 40 people attending. The recently planted elm tree, in memory of Andy Vanderhook, was dedicated after the Lunch. The gates to the car park have been refurbished and rehung. The next event is the Scarecrow Event on Saturday 15th July.

Initials....AJR....

NEEN SAVAGE PARISH COUNCIL

374/08 Annual Review of Council Appointments, Policies and Procedures

- i) Council reviewed roles, appointments to committees and outside bodies which were agreed as follows:-

Councillor Duties and Parish Roles

Chairman	Cllr Arthur Ratcliff
Vice-Chairman	Cllr Michael Tomkinson
Employment Sub-Committee	Cllrs Olwen Sales, Chris Hardy, Sue Barrett and Sue Del Mar
Highways Sub-Committee	Cllrs Arthur Ratcliff, Michael Tomkinson and Julian Cleford
Flood Wardens	Highways Sub-Committee
Policies Sub-Committee	Cllrs Olwen Sales, Chris Hardy and Sue Barrett
Communications Sub-Committee	Cllrs Olwen Sales, Arthur Ratcliff and Sue Del Mar
Emergency Planning Officer	Cllr Sue Del Mar
Pike Common	Cllr Michael Tomkinson
Baveney Common	Cllr Michael Tomkinson

Appointments to Committees outside the Parish Council

LJC/Place Plan representative	Cllr Michael Tomkinson
Parish Hall Committee representative	Cllr Olwen Sales
SALC representatives	Cllrs Michael Tomkinson and Chris Hardy

Non-Councillor appointments to Parish Roles

Snow Warden	Mr George Haywood
Tree Warden	Mr Chris Butterworth

Non-Councillor appointments to Parish Charity

Edwards & Hinckesman's Foundation	Mrs Emma Haywood (re-appointed June 2021 – four-year term) Mr Charles Whitworth (re-appointed June 2021 – four-year term).
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- ii) Council RESOLVED to set the dates for Parish Council meetings for forthcoming year as follows:

<u>Date of Meeting</u>
Wednesday 28 th June 2023
Wednesday 26 th July 2023
Wednesday 27 th September 2023
Wednesday 25 th October 2023
Wednesday 22 nd November 2023
Wednesday 27 th December 2023*
Wednesday 24 th January 2024
Wednesday 28 th February 2024
Wednesday 27 th March 2024
Wednesday 24 th April 2024
Wednesday 22 nd May 2024

*The December meeting may not go ahead if there is no urgent business to discuss as it falls within the Christmas holiday period.

- iii) Standing Orders and Financial Regulations are on an annual review with all other policies on a four-year review. There is a slight amendment to Financial Regulations this year regarding procurement. Council RESOLVED to approve the reviewed Standing Orders and Financial Regulations.

374/09 Financial Matters

- i) Council noted receipt of the Precept - £6,000.00.
- ii) There were no conflicts of interest with PKF Littlejohn LLP.
- iii) Council received and noted the Internal Auditor's reports.
- iv) Council considered and RESOLVED to approve AGAR Section 1 – Annual Governance Statement 2022/23.
- v) Council considered and RESOLVED to approve the accounts and bank reconciliation for year ending 31st March 2023.
- vi) Council considered and RESOLVED to approve AGAR Section 2 – Accounting Statements 2022/23.
- vii) Council RESOLVED to certify the Parish Council's exemption from a limited assurance review. All sections of the Annual Governance and Accountability Return were completed and signed.

Initials....AJR.....

NEEN SAVAGE PARISH COUNCIL

374/10 Payments

Council RESOLVED to approve the following payments and sign cheques:

- i) Mrs D McBride – Wages (May) - £227.40 (Cheque)
- ii) HMRC – PAYE (May) - £56.80 (Cheque)
- iii) SALC – Annual Affiliation Fees - £202.60 (Cheque)
- iv) BHIB Ltd - Annual insurance premium - £468.40 (Cheque)
- v) D M Payroll Services - Internal Audit Fee - £90.00 (Cheque)

374/11 Planning Matters

a) New Planning Applications:

Cllr Cleford had visited the Stone House and gave a brief report to the Parish Council. Cllr Cleford abstained from voting on the following applications.

- i) Reference: 23/01473/FUL (validated: 24/04/2023)
Address: Stone House, Catherton Road, Cleobury Mortimer, Shropshire, DY14 0LF
Proposal: Conversion of existing outbuilding into home office and holiday let including first floor extension
Applicant: Ms Sophie Whitworth.
Outcome: Council RESOLVED to support this application,
- ii) Reference: 23/01474/LBC (validated: 24/04/2023)
Address: Stone House, Catherton Road, Cleobury Mortimer, Shropshire, DY14 0LF
Proposal: Conversion of existing outbuilding into home office and holiday let including first floor extension affecting a Grade II Listed Building
Applicant: Ms Sophie Whitworth.
Outcome: Council RESOLVED to support this application.

b) Planning Decisions (FOR INFORMATION ONLY):

- i) Reference: 23/00443/LBC (validated: 08/02/2023)
Address: Lower Neen, Neen Savage, Cleobury Mortimer, Shropshire, DY14 8JU
Proposal: Works for the installation of 2No rooflights, works to repaint the outer part of the whole rooflight in stain black finish and addition of a vertical bar in same colour affecting a Grade II Listed Building
Decision: Grant Permission.

374/12 Unitary Councillors' Reports

The Unitary Councillors had sent their monthly report which had been distributed to all councillors. There were no comments.

374/13 Parish Matters / Highways

- i) Cllr Ratcliff has been asked by a resident whether the Parish Council would support the installation of a bench at Pike Common. This was agreeable in principle but the bench would need to be suitable for the location and a bin would most likely be needed as well.
- ii) Cllr Del Mar asked about a grant to the PCC for churchyard maintenance. A letter requesting some funding will be sent to the Clerk in time for the next Agenda.
- iii) The drainage issues near the Nash crossroads have been acknowledged by an adjacent landowner who will work with the Council on solutions. Cllr Cleford confirmed he had been approached by a resident about the very poor road surface in this area. Improving the drainage so that the road can be properly repaired will help with all residents' concerns.
- iv) There are also ongoing concerns about surface water which floods the road near Wall Town Farm and at the Larch Barn entrance on the B4363.

374/14 Future Agenda Items

The Boundary Commission's consultation on their proposals for Shropshire Council's Division boundaries will be discussed at the next meeting.

374/15 Date and Time of Next Meeting

The next Parish Council meeting will be held on Wednesday 28th June 2023, 7.30pm at Neen Savage Parish Hall. The Chairman thanked everyone for attending and closed the meeting at 8.57pm.

It was agreed at the Parish Council Meeting (Minute Ref 375/04) that these minutes are a true record of the Meeting.

Arthur Ratcliff

28th June 2023

Signed.....Chairman

Date.....