

Acton Burnell Combined Parish Council

Consisting of Acton Burnell, Pitchford, Frodesley, Ruckley & Langley

PARISH COUNCIL MEETING

Tuesday 8th November 2016

Please note that members of the Public and the Press will be excluded from the meeting to discuss an item at the end of the agenda

MINUTES

1. **Chairman's Welcome.** The Chairman welcomed all to the meeting
2. **Present :** Councillor K Faulkner – Chairman ; Councillor J Long- Vice-chairman; Councillor R G Ball ; Councillor A Argyropulo ; Councillor R Morgan ; Councillor G Davies ; Councillor C Culliss . Also present Shropshire Councillor T Barker; L Pardoe clerk to the Council and several members of the public (See attached sheet)Apologies were received from Councillor E Plant who was unwell
3. **Declarations of Pecuniary Interest.** Councillor R G Ball declared an interest in application 16/04414/FUL
4. **Public Session.** *Standing Orders were suspended to allow members of the public to speak.* The agent Mr. P. Richards spoke on behalf of Mr Morgan and Ms Turnbull who wish to build a property on land they own in Frodesley. Mr Morgan spoke to members and said he wanted to get a feeling from the Parish Council whether they would support the application. It was explained that as we are Open Countryside the property would have to come under agricultural needs and local housing needs and be limited in size.
Mr Morgan thanked the Parish Council for allowing them to speak. *Standing Orders were reinstated to allow the meeting to continue.*
5. **Confirmation and acceptance of the minutes of the meeting of 13th September 2016:** It was agreed that these were a true and accurate record of the meeting; proposed Councillor Argyropulo; seconded by Councillor R Morgan and agreed by all members present.
6. **Matters arising.** The clerk reported that Tutor care were keen to know what the Parish Council had decided about times for the first aid training. After discussion it was agreed that evenings would be better. The clerk was requested to obtain information on the types of defibrillators available. She explained that if they applied for funding from The British Heart Foundation (BHF) and were successful, they would be expected to pay £400 towards the cost of a defibrillator and the BHF supplied their preferred type of defibrillator, the Parish Councils did not have any say in the types supplied by BHF. The Parish Council would need to purchase a purpose designed box to house it and these would cost around £300 to £400 plus fitting costs. Severn Trent would be starting the proposed works to the mains from Frodesley to Acton Burnell. Also work has begun on Acton Burnell Sewage Treatment Plant.
7. **Shropshire Councillors Report.** Councillor T Barker reported Shropshire Council has agreed a 4 year forward financial plan and that the CEO had said that if Shropshire Council did not need some of their assets then they would sell them. There will be a review of the Local Plan next year.
8. **Highways matters:**
 - i) Clerk to follow up the replacement of the kerbs as reported last meeting as this had not been addressed
 - ii) Councillors reported that the two grit bins towards Ruckley had been crushed whilst the hedges and verges were being cut. These are near the top of the bank .Members felt that perhaps if Shropshire Council would place piles of grit on the side of the road it would be less expensive to supply and it would be easier

to access the grit. They would like a pile at the bottom of the bank, one half way up the bank and another at the top.

Could they have a pile of grit on Maypole bank on the Ruckley Road towards Park gate, also a pile at Frodesley Crossroads?

iii) Council to consider the proposals for the Acton Burnell Roundabout. After discussion it was agreed that the Parish Council did not want this proposal but wanted a four way stop at the crossroads and would request a further site visit at 8.30am and 4.00 in the afternoon in term time. The Parish Council had forwarded the proposal to Concord College for their comments which are as follows:

The findings are much as expected, although it is a shame that the observations of the junction to determine activity were not undertaken during the busiest time of the day – especially as this involves a large number of children, including Concord students and local children alighting from their school bus during the late afternoon period.

In our opinion the proposal to realign the kerb on the north-eastern corner and to provide dropped kerbs to designate a crossing point will provide little benefit. Children are likely to continue crossing at the shortest and most direct point, even if this takes them across the centre of the junction, as was identified in the first site visit. However, if the dropped kerbs will assist any residents in the village, then I am sure they will be appreciated.

A mini-roundabout would be most likely to provide some reduction in traffic speed. However, if this option is not on offer the second most beneficial adjustment is likely to be changing the priority at the junction by relocating the give way markings to the northern arm from the eastern arm, so that the through-traffic route runs from west to east and both north and south bound traffic has to give way.

Proposed by Councillor J Long; seconded by Councillor G Ball and agreed by all members present.

iv) Council to discuss the removal of the payphones at Pitchford and Frodesley. After discussion it was agreed that the Parish do not wish to retain the Pay phones in Pitchford & Frodesley but would wish to adopt the kiosks.

9. **Clerk to report on progress on new website.** This is still on going and as the clerk was getting the required documents adopted and agreed by the council they would be put on there. Planning applications were now being shown on the website automatically. Councillor Ball wanted all members to communicate by the e-mail from the website as he felt it was more secure this way. However no members had registered for their e-mails with the hosting company yet. The clerk and Councillor Ball to contact Web orchard to re send the details for setting up the new e-mails.
10. **Risk Assessment Documents: Council to review and renew the General Risk Assessment documents and Financial Risk Assessments documents.** It was agreed to adopt the General & Financial Risk Assessment documents as presented to the meeting. Proposed by Councillor G Ball; seconded by Councillor J Long and agreed by all members present.
11. **Council to review and agree the Assets Register.** This was circulated and agreed by members. Councillor J Long requested that a figure for depreciation be shown on the documents. The clerk explained that the external Auditors did not accept the list as an asset register as the items were all of a small value and would be replaced with 4 years apart from the telephone box.
12. **Finance:**
 - Council to consider and approve payments of accounts. It was agreed to pay the accounts as presented by the clerk: proposed by Councillor G Ball; seconded by Councillor J Long and agreed by all members present.

100351	Mazars	Audit Fee	120.00
100352	Web Orchard	setting up and hosting	732.00

100353	HMRC	PAYE Mth 7 & 8	99.60
100354	L Pardoe	Salary & Expenses	436.05
100355	Copy Write	Printing of newsletter	75.40
		Total	1463.05

- To accept the Bank Reconciliation as presented by the clerk. It was agreed to accept the Bank reconciliation as presented by the clerk; proposed by Councillor G Ball; seconded by Councillor J Long and agreed by all members present. Members all agreed that they did understand the Bank reconciliations as presented to them.
- Members to receive financial papers preparatory to setting the precept in January. These would be sent by e-mail as the Parish Council has expressed a wish to be paper free from January 2017
- It was agreed that the Parish Council would donate £105 to the charity of Concord Colleges' choice for allowing them to meet on the College premises whilst the Village Hall was out of use.

13. Planning:

i) Clerk to report on previous applications

Reference: 14/05004/FUL: Address: Proposed Agricultural Workers dwelling south east of Pitchford: Awaiting decision

ii) Council to consider new planning applications

- Reference: 1604414/FUL
Address: 4, Acton Burnell, Shrewsbury, Shropshire
Proposal: Erection of a single storey garage and workshop. After discussion it was agreed that the Parish Council have no objection to this application. Proposed by Councillor J Long; seconded by Councillor R Morgan and agreed by all members present.

iii) Clerk to report on any new applications received after 20th October 2016

14. **Correspondence:** this was circulated prior to the meeting and no further discussion was required.
15. **LJC:** The next meeting to be held in Craven Arms and would be focussing on Crime Prevention.
16. **Parish Matters.** Severn Trent are starting the work on the main from Acton Burnell to Church Preen from outside the old school. It will go straight up the road and into the field where the grit bin is. Councillor R Morgan reported that he will put a style into the glebe field to replace the gate which is off its hinges.

Acton Burnell combined Parish Council resolves That by the Public Bodies (Admission to Meetings) Act 1960 and under Section 100(A) of the Local Government Act 1992, the public and press be excluded for the remainder of the meeting for the following items of business on the grounds they involve the likely disclosure of exempt information as defined in the Acts'

The clerk left the meeting at this point

17. Appraisal Committee to report to Council on Clerks Working from Home Allowance. After lengthy discussion it was decided to offer to pay £5 per month to the clerk as a contribution for working from home and to backdate payment at the same rate to when Mrs. Pardoe became clerk for Acton Burnell Parish Council
18. **Date and Time of next meeting.** It was agreed that this would be held on Tuesday 10th January 2017 starting at 7.30pm at Pitchford Village Hall.
19. The Chairman thanked all for attending and closed the meeting at 10.35pm

Clerk:

Lorna Pardoe

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