

STANTON UPON HINE HEATH PARISH COUNCIL

MINUTES of the meeting held on Tuesday, 3rd March 2020 in Stanton Village Hall at 7.30pm.

PRESENT: Councillors D Dee (Chairman)
C Warren
C Crackett
N Gray (until 149.20C)
N Rushton
T Gurney

In Attendance: Katrina Baker (Acting Clerk)
Fl Lt Mike Tierney, RAF Shawbury
Cllr K Calder, Shropshire County Councillor

137.20C Welcome
The Chairman welcomed everyone to the meeting and thanked them for attending.
Public Session
None

138.20C Apologies
To receive and approve any apologies for absence, under Section 85 (i) of LGA 1972.
None

The chairman confirmed the resignation of Cllr P Dowell.

139.20C Declarations of Interest and Dispensations
All members, resident in the Parish declared an interest in the Budget, but received a dispensation to take part and vote on the precept.
Cllr Crackett VE Day and St Andrew's Churchyard

140.20C Minutes of the meeting held on 7th January 2020
a) It was proposed by Councillor Crackett and seconded by Councillor Gray that the Minutes of the meeting held on 7th January 2020 be accepted as a true record of the meeting, all were in favour and thus it was

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| RESOLVED that the Minutes be signed by the Chairman. |
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b) It had been confirmed that following the objection from Shropshire Council regarding the closure of the BT Payphone Box, on our behalf, the decision had been taken and it will be retained at this time.

141.20C Vacancies
There are currently two vacancies on the Council.
An updated advert will be displayed in Stanton and High Hatton. Anyone calling an election must do so before 20th March, otherwise the position can be filled by co-option.

142.20C Election of Vice Chairman
Following the resignation of Cllr Crackett, it was proposed by Councillor Crackett and seconded by Councillor Warren that Councillor Rushton be elected as Vice Chairman

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| RESOLVED that Councillor N Rushton be elected as Vice Chairman. |
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Councillor Rushton read and signed her Declaration of Acceptance of Office.

143.20C**Appointment of a Clerk**

The Chairman updated Members on the process undertaken by the Personnel Sub-Committee, which comprised of himself with Cllr Crackett and Cllr Rushton. 5 applications had been received and following a short-listing process, there were two interviews. Taking into consideration the job description and person specification, the Sub-Committee recommended the appointment of Katrina Baker. Members were reminded that Katrina has been Acting Clerk since August 2019 due to Edward's ill health. This was seconded by Councillor Warren. All were in favour and thus it was

RESOLVED that Katrina Baker be appointed as Clerk to the Council.

Members discussed the most appropriate time for the commencement of the contract and it was proposed by Cllr Crackett and seconded by Cllr Warren, and unanimously agreed that this should be 1st April the start of the new financial year. As Katrina is currently the Acting Clerk, it was further agreed that there was no requirement for a three month probationary period and that the contract would be in accordance with the advertisement of 5 hours per week on SCP 17. All were in favour and thus it was

RESOLVED that Katrina Baker would be appointed as Clerk from 1st April 2020, for 5 hours per week on SCP 17.

144.20C**Urgent Matters**

None

145.20C**Financial Matters****a) Payments**

It was proposed by Councillor Crackett and seconded by Councillor Gray that the Orders for the Payment of Invoices, in accordance with the Council's Financial Regulations, be confirmed. All were in favour and thus it was

RESOLVED that the Payments, as listed, be signed by the cheque signatories.

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| 100173 | Training for Councillors | LGA 1972 | £54.00 |
| 100174 | Clerk's Salary – July / August 19 | LGA 1972 | £140.68 |
| 100175 | PAYE – Clerk July / August 19 | LGA 1972 | £46.89 |
| 100176 | Street Lighting - energy | LGA 1972 Sch 14 p34 | £64.13 |
| 100177 | Website | LGA 1972 | £85.00 |
| 100178 | Hire of Village Hall | LGA 1972 | £216.00 |
| 100179 | Acting Clerk January / February 20 | LGA 1972 | £418.75 |
| 100180 | Acting Clerk March 2020 | LGA 1972 | £250.00 |

b) Financial Position

A copy of the current balance sheet was made available to all Members, this will be emailed prior to future meetings. The estimated balance is £29,621.38 following payment of the above agreements.

c) Appointment of the Internal Auditor

It was proposed by Cllr Gurney and seconded by Councillor Rushton that Ms R David AAT, of Madeley, be appointed as the Internal Auditor for 2019/20.

d) Clerk's Retirement

Members confirmed their previous decision which was to forward a final payment to the retiring Clerk. The payment would be made on the understand that he is responsible for his own PAYE deductions.

146.20C

Highway Matters

a) Outstanding Highway requests

It was agreed that copies of the email correspondence relating to outstanding matters which had been reported to Shropshire Council, be forwarded to Cllr S Davenport (Cabinet Member) and copied to Cllr K Calder. This related to speed limit requests, siting of a mirror and flooding at Yew Tree Cottage.

b) Road edge gully, near to the bridge

A discussion took place regarding the work recently undertaken by SC. Thanks had been extended to them for their prompt action and the Parish Council then requested a Highways Officer to visit and discuss with a Councillor the need for an appropriate kerb in order to complete this work and ensure that it is effective. This matter will also be raised with Cllr Davenport. It was also agreed that Cllr Gray would speak to the landowner, and the Chairman offered to meet with him, too, to discuss possible ways in which the Parish Council can work with him to improve the situation for everyone concerned.

c) Sand on the highway

Concerns continue that the excessive sand washed onto the highway could cause a serious accident, the Clerk was instructed to contact the landowner to ask for his assistance with this issue.

147.20C

RAF Shawbury

Members thanked Fl Lt Mike Tierney for attending. Mike shared information which included that the recent 10K event was successful despite the weather, however the junior race had been called off. £5000 had been raised. There will be no VE Day events at the base, although it might be possible for a fly-past to be arranged. Details of local VE Day events can be forwarded to the Station Corporate Engagement and Relations Officer Kim Leach and she will co-ordinate support and attendance wherever possible.

A letter detailing 'unusual activity' will arrive soon.

Dates of future meetings will be forwarded to RAF Shawbury, for their information.

148.20C

Planning

a) Updates

Access to the planning portal, for the Clerk has been arranged.

b) Application for Consideration

20/00829/TPO Removal of 6 lowest limbs adj to road and reduce upper crown by 3m of Copper Beech at Mill House, Stanton Upon Hine Heath

A lengthy and detailed discussion took place with differing opinions. In conclusion, the description of the work planned is confusing and the Parish Council would not determine their response until Members had a better understanding of the planned works. The Clerk was instructed to contact the Tree Officer and Planning Officer at SC and to request details of the tree survey. It was agreed that they had no objections to sensitive and necessary tree pruning, but they believed, at this time, that the scale and scope of the planned work is excessive.

149.20C

Environmental Matters

a) Rivers Action Group

None

b) Litter Pick

The next event is scheduled for 15th March. Cllr Gray is co-ordinating this in Stanton with Cllr Gurney co-ordinating the High Hatton event.

c) Climate Change

Cllr Gray had not been able attend the event, as planned, due to communication issues. There are a number of other local events and meetings, details have been shared with all members.

Cllr Gray left the meeting

d) Churchyard Maintenance Grant

Cllr Crackett declared an interest and left the meeting.

It was proposed by Councillor Warren and seconded by Councillor Gurney, all were in favour and thus it was

RESOLVED that Stanton Upon Hine Heath Parish Council grants £1250.00 to St Andrew's Church towards the maintenance of the churchyard.

e) Work to reduce the width of a lleylandii hedge

Members had been made aware of this work in Church Lane, however, it was recorded that this was not at the request of the Parish Council.

150.20C

Police Matters

a) Current Issues

Concerns were expressed regarding suspicious vehicles and men. It is thought this could be linked to the recent Hunt meeting. However, it is important that all suspicious vehicles and reported to the police asap, with details of the vehicle, with registration number if possible, and descriptions of occupants.

b) Neighbourhood Watch and Smartwater

A Smartwater kit will be provided to the Village Hall, for use in the building with a request that once registered, the smartwater is added to both defibrillators in the parish. The stickers are also important to raise awareness that the items have been security marked.

151.20C

Projects

a) Defibrillator

Cllr Dee would request that an electrician visits the village hall to offer a quotation for the work required to install the defibrillator.

It was proposed by Cllr Rushton and seconded by Cllr Gurney that an amount of £300 be allocated, under delegated authority to the Chairman (Vice Chairman) and Clerk in order that the work to fit the defibrillator and sensor light can be ordered as soon as possible. All were in favour and thus it was

RESOLVED that £300 be available for the electrical work required to complete the Defibrillator project.

b) VE Day Celebrations

Cllr Rushton updated members on the exciting plans for the events on 8th to 10th May 2020. Members thanked her for the work done and it was proposed by Cllr Dee and seconded by Cllr Warren that £1000 be allocated for the expenses of the various aspects of the events. It was further considered appropriate to fund £500 immediately, with other funds being made available as required. All were in favour and thus it was

RESOLVED that £1000 be earmarked for the VE Day Celebrations and that a cheque for £500 be issued initially. Receipts for all expenditure will be required. It was further agreed that the Clerk would order 20 lamp post poppies from the Royal British Legion.

Cllr Rushton was authorised to discuss arrangements for an invitation for an elderly lady, resident in a care home to come to attend the events, this may require reimbursement of expenses.

152.20C

Street Lighting

All the lights appear to working well at this time.

- 153.20C Shropshire Association of Local Councils**
a) **Information Bulletins have been circulated.**
b) **North Shropshire Area Committee**
Councillor Crackett will represent the Parish Council on 16th March 2020

154.20C Stanton Village Hall
There was no report at this time.

155.20C Shropshire Council
Members welcomed Cllr Calder, who gave apologies for her absence recently.
Updated information was made available regarding current issues, some of which related to difficult budget cuts. A balanced budget has been achieved for 20/21 but a deficit of £37m has been identified. This can be balanced with additional funding available for specific projects. However, work continues with Government on the Fairer Funding Formula and the Council is hoping that funds will be released to deliver services as more money is required for The Shires. Adult and Children’s Services require extensive funding support. A redirection of funding for youth services may be available. Work regarding Social Prescribing has been positive and successful to date and it is hoped that this will continue as 3 Primary Care Networks are introduced.

Cllr Calder will provide a template / model for a section to be included in an Emergency Plan which might be useful in the future if the coronavirus is identified in Shropshire.

- 156.20C Correspondence**
All correspondence is shared with Members, and the following requests for items to be included on this agenda had been received.
a) **STW Funding Briefing - 31st March 2020 at 5.30pm**
b) **West Mercia PCC – Strategy available**
c) **Shrewsbury NW Relief Road Consultation**
There are advantages to local residents if this is to happen, the Parish Council encourages people to respond to the consultation.

157.20C Exchange of Information and Parish Matters
A key is required for the noticeboard at High Hatton. The Chairman will ask Edward if he has a spare. The Clerk will draft a Grants Policy, create an application form and these will be available on the website.
Details of the Play Area Inspections are required, with timescales and costs. It would be ideal if a local person was available to undertake the weekly visual inspection.

158.20C Date of the next meeting

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| Tuesday, 13 th May 2020 | 7.00pm | Annual Parish Meeting |
| | 7.30pm | Annual General Meeting |
| | 8.00pm | Monthly Meeting |

It was agreed to request the statutory annual reports which can be provided electronically, thus reducing the time allocated for the Annual Parish Meeting but allowing more time for the public to raise matters with their Councillors. This will be included in the next newsletter.

Stanton Upton Hine Heath Parish Council will update its policies at the AGM.

There being no further business, the meeting was closed at 9.50pm.

SignedChairman of the meeting

Date