

# STANTON UPON HINE HEATH PARISH COUNCIL

**MINUTES** of the Full Council Meeting held on Tuesday 19<sup>th</sup> May 2020 via Zoom at 7.00pm.

**PRESENT:** Councillors D Dee (Chairman)  
C Warren  
C Crackett  
N Gray  
N Rushton  
T Gurley

**In Attendance:** Katrina Baker (Clerk)  
1 Member of the public

## **186.20C Welcome**

The Chairman welcomed everyone to the meeting and thanked them for attending.

### **Public Session**

Mrs SH enquired about a recent planning application which had been considered by the Parish Council and the comments are available on the Shropshire County E-Planning Portal.

## **187.20C Apologies**

To receive and approve any apologies for absence, under Section 85 (i) of LGA 1972.  
Mike Tierney, RAF Shawbury

## **188.20C Declarations of Interest and Dispensations**

Councillor N Gray	Payment for landscape maintenance	Personal Interest
-------------------	-----------------------------------	-------------------

## **189.20C Minutes**

**A copy of the Minutes was shared on screen.**

It was proposed by Councillor Warren and seconded by Councillor Crackett that the Minutes of the meeting held on 7<sup>th</sup> May 2020 be agreed as a true record and signed by the Chairman. All were in favour and thus it was

<b>RESOLVED that the Minutes of the meeting held on 7<sup>th</sup> May be agreed and that a copy will be signed at the first Full Council Meeting which takes place in the Village Hall. They will appear on the website.</b>
---

Members discussed the use of the Parish Noticeboards and it was agreed that a contact list with useful information and details of the website will be included in the noticeboard at the Bus Shelter and in High Hatton. A copy of the Agenda will appear in the noticeboard at the Village Hall and in High Hatton, with details of how to access the Minutes on the website. A copy of the Minutes will also be displayed. The key is still required for the High Hatton noticeboard.

## **190.20C Vacancies**

It was confirmed that there can be no elections until May 2021. The vacancies can be filled by the Parish Council by co-option. Anyone interested in being considered for a position can contact the Clerk for more information.

## **191.20C Urgent Items**

None

**Financial Matters****Accounts Package**

The Clerk had used Scribe to provide the accounts, this is a Parish Council package which offers a wide range of reports and can produce the end of year accounts and Annual Return. It was proposed by Councillor Crackett and seconded by Councillor Dee that the subscription be paid by the Parish Council. All were in favour and thus it was

**RESOLVED that Stanton Upon Hine Heath Parish Council would subscribe to Scribe to provide a financial package at a cost of £103 plus VAT.**

**Accounts for Payment**

Members had received a list of payments. The following had been approved since the last meeting:

Cheque No	Description	Amount
100181	VE / VJ Day Expenses	£500
100182	Clerk's Final Salary and Sick Pay	£1047.93
100183		Cancelled
100184	Community Support Group	£500

Members considered the following payments:

*Councillor N Gray declared an interest in the payment for Landscape Maintenance*

Cheque No	Description	Amount
100185	Landscape Maintenance	£300
100186	Street Light Electricity	£63.25
100187	Councillor Training	£27
100188	Accounts Package	£123.84

It was proposed by Councillor Dee and seconded by Councillor Crackett, all were in favour and thus it was

**RESOLVED that the payments be made in accordance with the Financial Regulations.**

**End of Year Accounts**

A series of documents had been produced and forwarded to all members for their perusal. It was proposed by Councillor Crackett and seconded by Councillor Dee that the accounts be agreed. All were in favour and thus it was

**RESOLVED that the End of Year Accounts for 2019/20 be confirmed and agreed for use in the Annual Return.**

The Accounts and related documents will be sent to the Internal Auditor.

**Governance Statement**

Members considered the eight points included in the Annual Governance Statement for 2019/20, as Section One of the AGAR. Members confirmed that there is a sound system of internal control.

Members confirmed that, to the best of their knowledge and belief, with respect to the Accounting Statements for the year ending 31<sup>st</sup> March 2020, all eight points could be confirmed.

It was agreed that the Risk Register will be updated and circulated to Members for consideration before the next meeting.

- 193.20C Highway Matters**  
Details of the outstanding work regarding the flooding at the crossroads and the concern regarding the structure of the bridge would be forwarded to Highways and to the relevant Cabinet Member. It was also agreed that details of the flooding be forwarded to the Manager, John Bellis, with a request for his assistance in this long-standing matter.
- 194.20C Planning**  
a) Updates  
These are available on the website and are shared with Members on receipt.  
b) Applications  
There are no new applications for consideration  
c) Other Planning Matters  
None
- 195.20C Environmental Matters**  
Members agreed that the details of the 'walking group' recently received could be added to the Parish Council website.
- 196.20C Police Matters and Neighbourhood Watch**  
No report had been received. However, the local policing team are available to assist with any local matters, when required.  
Cllr Warren continues to share Neighbourhood Watch messages. Everyone is advised to be aware of scams at this difficult time, a useful note, which had been circulated, will be added to the website. Members and the public are asked to be vigilant, especially with fly-tipping which is on the increase in rural areas due to the tip sites remaining closed.
- 197.20C Projects**  
VE Day Events – Councillor Rushton  
Members thanked Cllr Rushton for her sterling work and for making the arrangements in preparation for VJ Day on 15<sup>th</sup> August.  
It was unfortunate that the VE Day plans had to be cancelled, but it was good to see bunting around the villages, and the lamp post poppies in place. These will be taken down to be re-used in August.  
There was BBQ food available to collect from The Stanton Arms and everyone was in good spirits as they celebrated in their own gardens.  
  
Community Support Scheme – Councillor Gray  
Thanks were extended to Councillor Gray for the support offered to local residents with prescription collections and shopping. The chairman had joined Councillor Gray in taking fish & chips to them for VE Day.  
The Stanton & High Hatton Support Group will be included in the Shropshire Council's map, showing what support is available across the County.
- 198.20C Street Lighting**  
There have been no reports of faults.
- 199.20C Shropshire Association of Local Councils**  
All news bulletins and information are shared with the Members.  
Members agreed to invite the new High Sheriff to join our next meeting in July as part of the public session. It will be useful to understand her priorities and for her to understand the role of a small rural Parish.
- 200.20C Stanton Village Hall**  
A copy of the electrical certificate will be provided, relating to the installation of the defibrillator, for their records. A simple contract will be drafted and this will include a commitment that the Parish

Council agrees to pay £20 per year whilst the defibrillator is in position. This is to cover the cost of the electricity. This agreement will be in place, initially for a four-year period.

Members thanked Councillor Rushton for her work to bring this project to a successful conclusion, for the benefit of the community of Stanton.

**201.20C Correspondence**

All Correspondence is shared with all Members, there had been no requests for any to be included on the Agenda for consideration.

**202.20C Parish Matters and Exchange of Information**

Members believed that this Zoom meeting had been successful.

Members will keep in mind the need to ensure that as many residents as possible can join meetings, whether these be in the village hall or virtually.

**203.20C Date of the Next Meeting**

Members agreed a meeting schedule for the remainder of the year. This will be advertised and the Village Hall booked. However, if it is not appropriate for a public meeting, Parish Council meetings will continue to be held via Zoom.

Tuesday, 7<sup>th</sup> July 2020

7.30pm

Venue or Zoom to be confirmed

Signed .....Date .....

**E&OE**

These minutes are Draft and will remain, for information only, until agreed as a true record at the next Full Council meeting on 7<sup>th</sup> July 2020.

If you have any questions, please do not hesitate to contact the Clerk – [clerk@stantonparishcouncil.org.uk](mailto:clerk@stantonparishcouncil.org.uk) or you can ring 07813 788094.