Minutes of Annual Meeting of Prees Parish Council held 7.15pm on Monday May 19 2025 at Prees Village Hall.

Present: Cllrs Mrs S Short, Mrs J Catterall, Mrs S Jones, Mrs B Finch, J Allen, Dr J Redgate and M Myles-Hook. Two members of the public and Mrs K Sieloff the clerk were also present.

Declarations of Acceptance of Office were signed by the Parish Councillors present before the start of the Meeting. Cllr Mrs L Baer who had sent her Apologies in advance had signed her Declaration before the clerk some days before. Cllr Ms N Young had sent her Apologies because of last-minute illness and it was agreed she would sign her Declaration before the clerk in the interval before the next meeting.

**066/25 Election of Chairman of the Parish Council**.

Cllr Mrs S Short told the meeting that she would be happy to remain as Chair, but invited other nominations. There were none. Cllr Mrs S Jones proposed that Cllr Mrs Short should be re-elected to Chair and this was seconded by Cllr J Allen. All were in favour. Cllr Mrs Short completed the Declaration of Acceptance of Office of Chair.

**067/25 Election of Vice-Chair.**

Cllr Mrs J Catterall told the meeting she would be happy to continue as Vice-Chair if required but other nominations were invited. There were none. Cllr Mrs B Finch proposed that Cllr Mrs Catterall should be re-elected to Vice-Chair and this was seconded by Cllr Mrs S Jones. All were in favour. Cllr Mrs Catterall signed the Declaration of Acceptance of Office of Vice-Chair.

**068/25 Public Session**

Mrs Sally Pearson advised that she was attending to support the grant donation she had submitted on behalf of the Gardening Club.

**069/25 Apologies**

Cllr Mrs L Baer and Cllr Mrs N Young had both sent their Apologies.

**070/25** For Members to disclose any personal and prejudicial interest in any items on the agenda for this meeting. Cllr J Allen disclosed an interest in Planning Application 25/01615/OHL as although the application was not his, the proposed work was on his land and would benefit his business.

**071/25** Minutes of the previous meeting held on Tuesday April 22 2025. (circulated.) These were agreed to be a true record. It was proposed by Cllr Mrs J Catterall that they should be signed and this was seconded by Cllr Mrs S Jones. All were in favour.

**072/25** Matters arising from the Minutes (which are not included on the Agenda.) There were none.

**073/25** Appointment of Representatives to outside bodies. Cllr Mrs B Finch signalled her intention to step down from the Higher Heath Village Hall committee. The Chair thanked her for the time and commitment she had expended on this role. She further proposed that the discussion of the appointment of representatives to outside bodies should be delayed until after the co-option of the four new councillors required. This was seconded by Cllr Mrs B Finch. All were in favour.

**074/25** Review of Policies etc.

The clerk suggested that NALC’s new Model Standing Orders published 2025 should be adopted and this was proposed by Cllr J Allen and seconded by Cllr Mrs S Jones. All were in favour. Other existing policies which had been reviewed the year before were unanimously approved en bloc for another year with the exception of the Social Media Policy and the Risk Assessment which need review.

It was unanimously agreed that other arrangements such as Bank Signatories, Play Area working group and clerk’s Appraisal and Review Panel should be carried forward to include the new cllrs in the pool.

**075/25** A schedule of meeting dates for the new council year, with every meeting on the third Monday of the month at 7.15 pm was unanimously approved. Clerk to email the list.

**076/25** **Annual insurance renewal** due 1 June 205. Clerk suggested that this year was not a good time to look for alternatives for insurance provision as the PC currently has two claims which had to be disclosed when asking for quotes. This will not be the case next year. Clerk recommends that the PC renews with Zurich for one year. The original renewal quote was for £1137.15 but this had to be adjusted to include new assets such as the new playground equipment. Due to a misunderstanding the quote then received was for a long-term agreement (£1240.33) and the replacement quote had not arrived in time for the meeting. As long as the quote when received seems reasonable when compared to these other figures, the clerk requested authorisation to raise the cheque between meetings and get it signed and sent off to avoid missing the end of May deadline. This was proposed by Cllr Mrs S Jones and seconded by Cllr J Allen. All were in favour.

**077/25 Shropshire Council report.**

Newly-elected Cllr Myles-Hook reported that he was keen to be brought up to date with issues currently faced by the local parish councils. He advised that he was currently available by email but was due to be supplied with a SC mobile phone shortly. He was keen to hold regular surgeries. Cllr Mrs S Short suggested that he might like to attend the Prees School Community Event in July, where the PC was intending to have a presence.

**078/25** **Community Policing report**.

There was no report and there was no officer available to attend.

**079/25** **Planning** **Matters.**

**Current Applications for consultation**:

**25/01310/FUL:** Erection of single storey pitched roof extension to house a ground floor bedroom and en-site to suit the clients mobility issues. 21 Shrewsbury Street, Prees, Whitchurch, Shropshire SY13 2DH. Applicant: Mr Steve Cox.

The Parish Council resolved to support this Application with the proviso that both existing and new windows are approved as appropriate for a Conservation Area. Proposed by Cllr Mrs B Finch and seconded by Cllr Mrs S Jones. All were in favour.

**25/01615/OHL:** To install a new single pole and 2 stay wires to divert a section of overhead line as part of a diversion scheme. Holly Farm Garden Centre, Whitchurch Road, Prees, Whitchurch, Shropshire. Applicant: Sarah Pryce. Cllr J Allen left the room for the vote.

The Parish Council resolved to support the application. This was proposed by Cllr Mrs S Jones and seconded by Cllr Mrs J Catterall. All were in favour.

**Other planning matters**

The following planning application comes to the Parish Council for INFORMATION ONLY and is not a formal consultation:

**25/01464/AGR:** Erection of an agricultural livestock building. Aldersey Farm, Aldersey Lane, Prees, Whitchurch, Shropshire. Applicant: P M and H C Ford.

**Planning decision received from Shropshire Council**

**25/00378/TPO**: 21 Birchwood Grove, Higher Heath, Whitchurch, Shropshire, SY13 2EX
Proposal:  Crown reduce by 20-25% and reshape 6no. Oaks (See Further Details) protected by The North Shropshire District Council (Prees Higher Heath No 6) TPO 1975 (Ref: NS/00051/75)
Decision:  Grant Permission

**080/25 Parish and Parish Council Matters.**

* Update on co-option of new Parish Cllrs. Clerk confirmed that adverts are up to attract applicants. There are four spaces to fill. The closing day for applications is June 6th. Eligible candidates will be invited to meet the PC at the June meeting.
* Demolition of Youth Shelter. The Rec Club has approved the joint Notice of Demolition and this will need to be displayed before the work is undertaken. Clerk to find out the contractor’s availability and we can work back from then. Chair suggests that just one photo (of the many taken) is selected for display in the Village Hall and also for presentation to the parents of the two young men commemorated by the artwork. Clerk to circulate folder of photographs to all cllrs.
* **Possible installation of cameras at central Crossroads in Prees**. The clerk confirmed that the proprietor of the CCTV company had met with the proprietor of Jackie’s Shop, who had confirmed that she would be happy to ‘host’ the camera on an external wall with access to electricity and Wifi supplied by the shop.

The clerk reported that a slight hitch had been encountered when she read all the documentation supplied on application to SC Planning. Although the installation of the proposed CCTV camera is allowed in a Conservation Area (although not on a listed building) two cameras cannot be installed closer than 10m apart. (The Town and Country Planning (General Permitted Development) (England) Order 2015 Class F applies.) It would not be possible to install two cameras with this distancing on the outer shop walls. Clerk was asked to research if there were other options of camera that would serve our purpose.

* **Dog excrement hazard at HH playing field**. An email had been received from a Higher Heath resident asking that dogs should be banned from the playing-field because of the hazard of left excrement. After discussion it was unanimously agreed that this was not a practicable option, as the ban would be unenforceable and it was recognised that most of the dog-owners who enjoyed using the field for exercising their dogs did use the dog-poo bins. The clerk was asked to install signage reminding dog-walkers of the obligation to dispose of the excrement in the bins provided. She was asked to put a No Dogs reminder on the fence of the Brades Road playground too.
* **Donation requests**.
1. From Prees PCC for donation towards the Battlefield Window Restoration Appeal. The Parish Council resolved to donate £100.00 to the restoration of this historically important artefact that is of more than local significance. Proposed by Cllr Mrs S Jones and seconded by Cllr Mrs J Catterall. All were in favour.
2. Tony Eccleston from the Gardening Club asked for £150 to keep the large planted containers at either end of Prees Village replenished with plants. The wooden containers themselves had been donated. Cllr Mrs J Catterall proposed that the amount requested should be donated. This was seconded by Cllr Dr J Redgate. All were in favour.
3. Sally Pearson, who runs the group of volunteers who keep the War Memorial gardens looking immaculate, asked for a donation of £40.00 for seasonal planting. Cllr J Allen proposed that this figure should be paid, and this was seconded by Cllr Mrs B Finch. All were in favour. The War Memorial is owned by the Parish Council. The Chair asked the clerk to make a note to consider setting an annual figure for use by Mrs Pearson’s group, when the PC Budget for 2026-27 was set.
* **Community-led build at Whitchurch Road**.

Wrekin Housing has advised that it is necessary, before the homes are occupied, for a retaining wall to be completed around the pumping-station. A further update on this matter was expected later in the week.

A fault noticed in the pavement opposite Wrafton Terrace, a result of the excavations for the connection of electricity to the site, has been reported to Wrekin and is receiving attention.

* Proposed tree-planting at Harvern Gardens. Unfortunately it has been discovered that it will not be possible for the generous resident who had wished to plant fruit trees in the central grassed area to do so. SC does not allow residents to plant on its own land unless the land directly abuts that of the resident. Cllr Mrs Short to speak with the resident.

**081/25 SALC**. Nothing current to report.

**082/25 Accounting matters**

Cllr Mrs J Catterall proposed that the following accounts should be paid and this was seconded by Cllr Mrs B Finch. All were in favour.

* Accounts for Payment May 2025

K D Sieloff clerk’s salary May 490.68

HMRC PAYE 122.67

K D Sieloff clerks expenditure (12.4.25-13.5.25) 24.92

Pimlotts Ground Maintenance Ltd: Lengthsman (April) 320.00

Pimlotts Ground Maintenance Ltd (grass-cutting) 212.00

Scottish Power (streetlight energy1.4.25-1.5.25) 206.61

ALC Affiliation Fees 1.4.25-31.3.26 1541.42

Prees Village Hall hire x 7 @ £25.00 175.00

 **Total 3093.30**

**Late additions:**

Pimlotts Ground Maintenance532.00

(new cheque to replace spoiled one no 103117 issued April 2025)

Fauls PCC Hire of Hall 2 hours April 22 2025 30.00

Grand Total **£3,655.30**

 Clerk’s expenditure 12.4.25-13.5.25

*BT line rental contribution May 2025: £ 12.50.*

*Petrol: 2 x trip to noticeboards: cllr vacancy posters and May Agenda etc 16 miles @ 45 ppm = £7.20.*

*Stamps:6 x second class stamps @ 87p = £5.22.*

Total = £24.92

**083/25 Housekeeping**. Nothing current to report.

**084/25 Facebook**. Nothing new currently.

**085/25 Correspondence.** Nothing outstanding.

**086/25 Items for next Agenda**. Residents request PC support for 30mph on Soulton-Wem Road.

Meeting closed at 8.15pm.

Signed………………………………………………….. Dated………………………………………………