

Minutes of the Meeting of Prees Parish Council held on Tuesday November 16th 2021
at 7.00 pm in the Village Hall.

Present were Cllrs R Hirons; Mrs B Rainford; Mrs S Jones; Mrs D Foster; Mrs L Baer; M Lanham; D Ladd; J Whelan together with Mrs K Sieloff, clerk to the Parish Council.

156/21 Public session. There were four members of the public present. Points raised by them were the use of the Medical Centre car park by site traffic associated with the new development and concerns about the lack of progress in the resolution of the problems presented by the buildings at The Square in the centre of Prees.

157/21 Apologies received from Cllrs Mrs Short; Mrs B Finch; R List and P Wynn.

158/21 For members to disclose pecuniary or impecuniary interests. None were declared.

159/21 The Minutes of the previous meeting held on October 19th 2021, previously circulated, were agreed to be a true record. It was proposed by Cllr Mrs B Rainford that they should be signed and this was seconded by Cllr D Ladd. All were in favour and the Chairman duly signed.

160/21 Actions arising from the Minutes that are not on the Agenda. There were none.

161/21 Shropshire Council Report. Cllr P Wynn had sent his Apologies and there was no report. Mrs Sieloff clerk apologised that she had inadvertently omitted to send the Agenda with notice of the meeting to Cllr Wynn within the required time-frame

162/21 Community Policing.

Local Police provided the following November report for Prees Parish.

The PC asked the clerk to enquire of the Police about the burglary of the house next to Holly Farm Nursery, which did not feature in the report.

- **163/21** Rose Dovey, Active Travel Manager at Shropshire Council, attended via Zoom to report concerning the Shropshire Local Cycling and Walking Infrastructure Plan, which plans a strategic, long term approach to developing walking and cycling networks and identifies cycling and walking improvements required at the local level. LCWIPs form a vital part of the Government's strategy to increase the number of trips made on foot or by cycle. She explained how current work concentrated on considering the evidence base to understand the strengths, weaknesses, opportunities and threats to increasing active travel across Shropshire. Prees PC and other local organisations will have a chance to contribute their views in March 2022.

9. Planning Matters

163/21 Planning:

Current planning applications for consultation

- 21/04777/FUL: Erection of two storey rear extension. The Laurels, Wem Lane, Prees Green, Whitchurch, Shropshire. Applicant: Mr Darren Earnshaw. The Parish Council resolved to support this application. This was proposed by Cllr J Whelan and seconded by Cllr Mrs D Foster. All were in favour.
- 21/05119/HHE: Erection of a single storey rear extension to a detached dwelling, dimensions 5.50 metres beyond the rear wall, 3.90 metres maximum height and 2.50 metres high to eaves. Carmen, Nook Lane, Weston Under Redcastle, Shrewsbury, Shropshire, SY4 5LP. Applicant: Mr and Mrs Joe Chesters.
- 21/05187/FUL: Proposed replacement of existing garage to form additional residential accommodation and erection of attached garage (revised scheme.) Berwick, Heathwood Road, Higher Heath, Whitchurch, Shropshire SY13 2HF. Applicant: Shingler Homes.

The Parish Council resolved to support this application on the condition that the trees and hedging proposed are indeed included, to lessen the visual impact. Proposed by Cllr R Hiron and seconded by Cllr L Baer. All but one in favour with one against.

- 21/05251/FUL: Erection of replacement dwelling and alterations to access. Cartref, Brades Road, Prees, Whitchurch, Shropshire. Applicant: Mr & Mrs Allmark. The Parish Council resolved to support this application. This was proposed by Cllr M Lanham and seconded by Cllr Mrs D Foster. All were in favour.
- The following planning application was FOR INFORMATION ONLY
21/04750/CPE: Application for a Lawful Development Certificate as proof of commencement of works relating to planning ref 18/02479/FUL for erection of extension to form cutting room, storage area and staff welfare facilities. Highbury Poultry Produce Ltd, Highbury Poultry Farm, Manor House Lane, Higher Heath, Whitchurch, Shropshire. Applicant: Highbury Poultry Farm Produce Ltd.
The Parish Council noted the application.

Planning decisions received from Shropshire Council.

- 21/04312/FUL: Hildou, Mill Lane, Higher Heath, Whitchurch, Shropshire SY13 2HR. Erection of single storey extension and internal alterations. Decision: Grant Permission.
- 21/04347/FUL: Land South of Manor House Lane, Higher Heath, Whitchurch, Shropshire. Application under Section 73A of the Town and Country Planning Act 1990 for the change of use of land for the siting of 8No caravans (1No part time residential and 7No welfare units) at Manor House Lane in conjunction with the management of rearing of game birds. Decision: Refuse.
- 21/04457/FUL: 1 Woodcraft Caravan Park, Preeswood, Prees, Whitchurch, Shropshire SY13 2EL. Erection of extension to utility block to provide day rooms. Decision: Grant Permission.

164/21. Parish and Parish Council Matters

- Parish Council to consider writing to the Clinical Commissioning Group. It was resolved that the Parish Council would write to the CCG in order to seek clarification on which services parishioners can currently expect to access at the Prees Medical Centre and to express concern about rumours circulating concerning its possible closure. Clerk to draft a letter, which was then to be considered by Cllrs Hiron, Mrs Short and D Ladd. Proposed by Cllr R Hiron and seconded by Cllr Mrs Foster. All in favour.
- Cllr M Lanham asks the PC to consider a spend of £502.80 ex VAT to provide bespoke way-marker discs to be displayed on seven local walks. The markers would be installed by local Prees Walking Group volunteers. Maps of the walks would be put on the PC website and would in due course be accompanied by walking notes. The PC resolved to meet the cost of the way-marker discs (including a contribution of £50.00 from Allocated Reserves.) Proposed by Cllr Mrs D Foster and seconded by Cllr J Whelan. All were in favour.
- Bench for bus shelter in Heathwood Road, Higher Heath. The PC resolved to purchase a Fusion bench (darker wood option) at a cost of £318.22 ex VAT including fixings to

allow installation into concrete flooring. Proposed by Cllr L Baer and by Cllr D Ladd. All were in favour.

- Parish Council Christmas Meal. The clerk reported that she was having difficulty finding a date when a majority of cllrs could attend. It was resolved to postpone the meal until mid January: the Chair would supply three possible dates.
- Continuing concerns about hazardous parking at the crossroads in village centre. Email from concerned parishioner received. Clerk to chase up re-instatement of all road markings at the crossroads.
- Posts for the vehicle speed monitors. After discussion, it was resolved that the PC would fund the supply and installation of the three posts. This was proposed by Cllr Mrs L Baer and seconded by Cllr R Hirons. All were in favour. Clerk to check that the quote supplied in March 2021 still stands.
- A41 log. Nothing currently to report.
- Housekeeping. Clerk to report overgrown bushes and hedging at corner of Turnpike Rise to Environmental Maintenance at SC.
- Facebook. Nothing to report currently.

165/21: Accounting Matters

- The Parish Council asked the clerk to compose a letter to Mr Jonathan Smith expressing its appreciation of and gratitude for the years of voluntary service he has contributed by checking the bank reconciliations. Chair to sign. Proposed by Cllr Hirons and seconded by Cllr Mrs D Foster. All were in favour.
- Accounts for payment November 2021.
Cllr J Whelan proposed that the following accounts should be paid and this was seconded by Cllr D Ladd. All were in favour.

	£
Mrs K Sieloff clerks salary November 2021	464.32
HMRC (PAYE)	3.80
Clerks expenditure 14.10.21- 9.11.21(see below)	46.56
Scottish Power (streetlight energy 30.9.21-31.10.21)	128.27
Groundforce Landscape Ltd (works October 2021)	313.20
SALC Code of Conduct training 6.9.21	10.00
Highline Electrical Ltd (October streetlamp repairs)	<u>350.40</u>
Total	£ 1316.55

Clerk's expenditure 14.10.21-9.11.21

BT line rental contribution November: £12.50

Delivery of Oct Agenda etc: mileage allowance of 13 miles @ 45 ppm: £5.85

Stamps: 3 x 2nd class stamps @ 66p=£1.98

Padlock and chain: £19.48

1x printer paper: £3.75

Envelopes: £3.00

Total = £46.56

- The clerk apologised that the Bank Rec and Receipts/Payments for October were not available for scrutiny.
She expressed her concern that the Bank Recs she produced were not currently being subjected to the careful and detailed checking that had been the case in previous years and asked if a cllr could commit to taking on this task, with her support. Cllrs Mrs D Foster and S Jones both volunteered. Clerk gratefully accepted their offer.
- The Finance Working Party reported back to full Council and recommended the following actions:
 1. Transfer of PC accounts to Unity Trust Bank.
 2. Setting up of on-line payment of invoices.
 3. Application for payment card on current account to facilitate clerk's expenditure (monthly spend limit of £500.00)

Cllr R Hirons proposed that these recommendations be accepted in full and this was seconded by Cllr Mrs B Rainford. All were in favour. Clerk to action.

- Preparation for Budget for year 2022-2023.
 1. Cllr Hirons reminded the Meeting that any cllr with a project in mind would need to advise the Finance Working Group of any proposed Budget items before the end of November.
 2. Cllr Hirons asked if any additional cllr would be interested in joining the Finance Working Group, but no one came forward so the members of the Finance Working Group were confirmed as Cllrs R Hirons, Mrs S Short and J Whelan. It was resolved that this group would meet with the clerk to scrutinise the Budget for 2022-3 and subsequently make a recommendation to Full Council. This was proposed by Cllr Mrs D Foster and seconded by Cllr D Ladd. All were in favour. Clerk to set up a meeting.
 3. Clerk asked to write to the Village/Church Halls of the three wards of the Parish, to ask if they were likely to be applying for any funding from the Parish Council in the new financial year. She was asked to remind the organisations that some evidence of need would be necessary.
- It was resolved that the PC would meet the cost of the Clerk attending training 'Managing Projects and Major Programmes of Work' on-line 9.12.21 at a cost of £30.00. Proposed by Cllr Hirons and seconded by Cllr Mrs B Rainford. All were in favour.

166/21 SALC

Training opportunity: 'Managing Projects and Major Programmes of Work' training on-line via Zoom Thursday 9th December 2021 10.30am–1pm. Cost: £30.00 to member delegates.

167/21. Correspondence

- Notification that Examination of the Shropshire Local Plan (2016-2038) is underway and provision of contact details for the Independent Programme Officer through whom any communications should be directed.

168/21 Items for next Agenda.

- Possible need for repairs to Youth Shelter roof.
- Update on progress at The Square, Prees.

169/21 CONFIDENTIAL BUSINESS: It was resolved that under the Public Bodies (Admissions to Meetings) Act 1960, the Public and Press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information.

Proposed by Cllr Hirons and seconded by Cllr J Whelan. All were in favour.

The clerk reported her discovery that she had omitted to implement at least one of the statutory pay increments awarded by the National Joint Council for Local Government Services, and so had been underpaying herself.

The clerk suggested she could investigate the matter and set out her conclusions clearly for the PC to consider. It was resolved that this was an acceptable way forward. Proposed by Cllr R Hirons and seconded by Cllr J Whelan. All were in favour.

Meeting was closed at 8.20 pm.

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