

**LEEBOTWOOD & LONGNOR PARISH COUNCIL
MINUTES SEPTEMBER 2011**

A meeting of the Council took place at Leebotwood Village Hall on Wednesday 21st September 2011 at 7.30 pm.

Parish Councillors present: : Mrs J Davies; Mr P Harris; Mrs L Pardoe; Ms J Griffiths (Chair); Mr R Probert; Mr D Jacques; Mr J Ludlow and Mr J Wilson (Vice- Chair) .

Also in attendance: Lisa Bedford (SC); Sue Hackett - Clerk; Shropshire Councillor Tim Barker.

64.11 WELCOME BY CHAIR & APOLOGIES – The Chair opened the meeting.

65.11 PUBLIC FORUM – None were present.

66.11 COUNCILLORS DECLARATIONS OF INTEREST – The following declarations were made by councilors in accordance with S50- 52 of LGA 2000

Councillor	Personal	Details:
J Wilson; J Davies; R Probert.	√	Sit on the Leebotwood Village Hall Management Committee
P Harris; J Ludlow	√	Sit on the Longnor Village Hall Management Committee
J Griffiths; J Davies and P Harris	√	In both planning applications at Min 70.11 as they know the applicants.

67.11 PARISH PLAN HOW TO UP-DATE – Presentation by Lisa Bedford who summarised as follows:

- After 5 years ideal time to re update your Parish Plan.
- Would not advocate expenditure to be devoted to producing glossy questionnaire or parish plan in current economic climate.
- CCS funding now limited.
- Starting point; need to identify your PP volunteers; and form a steering committee comprising of volunteers from each parish.
- Ensure plan is uniform for both parishes; so that it can be easily combined.
- Questionnaires have their limitations; would encourage you to get the community together as a group at meeting far more successful and inter active.
- Described how to engage with your community and circulated CCS details.
- Encouraged school involvement; competitions and walkabouts.
- Use your parish newsletter, website and local events to launch the PP in the Autumn.
- Elect two councillors who would like to get involved.
- Council agreed that the Harvest Supper at Leebotwood and the Longnor Village Hall event would be good launch events.
- Cllr Barker agreed to try to obtain 2 parish maps from SC.

68.11 CONFIRMATION & ACCEPTANCE OF PREVIOUS MEETING MINUTES: The minutes of the Council meeting held on 20/ 7/11 were unanimously agreed as accurate by council members who instructed the Chair to sign them as accurate after having considered each page. (Proposed JD; Seconded JL.)

69.11 SHROPSHIRE COUNCIL REPORT – Cllr Barker reported on:

**LEEBOTWOOD & LONGNOR PARISH COUNCIL
MINUTES SEPTEMBER 2011**

- SC Consultation “Live life: your way.”
- SC Staff Strike.
- SC Budget cuts.

70.11

PLANNING MATTERS

(a) Council considered the following planning applications:

Reference: 11/02460/FUL (validated: 16/08/2011)

Address: Land To The North Of Martins Hatch, 9 Longnor, Shrewsbury

Proposal: Erection of one detached 2 bedroomed affordable dwelling with detached double garage/store and creation of new vehicular and pedestrian access.

Following some discussion the Council resolved without dissent that whilst they had no objections to the proposed dwelling in principle; they had significant access concerns and noted and were in agreement with those highlighted by the SC Highways Officer. The Council were also of the opinion that the property required its own and independent waste/foul water system and wished for this to be a considered as a condition if the application was passed.

The Council were also concerned that having elected to be classed as a Countryside Settlement; (which had been supported by the local community), and as required by SC LDF SAMDev Consultation, the SC Exception Site Affordable Home policy effectively erodes this decision allowing development. They wish this to be noted in any planning decision made by SC.

Reference: 11/03599/FUL (validated: 10/08/2011)

Address: Day House, Acton Burnell, Shrewsbury, Shropshire, SY6 6LZ

Proposal: Erection of a detached triple garage/store

Following some discussion the Council resolved without dissent that they had no objections to the planning application. (Proposed: JW; Seconded JD.)

(b) The Clerk reported SC reported decisions on recent planning applications:

Micklewood Farm Micklewood Shrewsbury - Construction of a slurry lagoon Ref. No: 11/02459/FUL Status: Permission Granted

The Farm Longnor Shrewsbury - Formation of concrete yard Ref. No: 11/02419/FUL Status: Permission Granted

The Farm Longnor Shrewsbury- Erection of replacement agricultural building Ref. No: 11/02418/FUL Status: Permission Granted

The Farm Longnor Shrewsbury - Erection of two extensions to an existing agricultural building, erection of an 8 metre high grain bin and installation of a rainwater tank (amended description) Ref. No: 11/02416/FUL Status: Permission Granted

The Farm Longnor Shrewsbury- Erection of replacement open-fronted agricultural building to house dairy cows Ref. No: 11/02417/FUL Status: Permission Granted

The Withies Ryton Dorrington Shrewsbury - Erection of a first floor extension, installation of dormer windows and erection of a detached double garage and store (amendment to previous permission reference 08/1429/F) Ref. No: 11/02171/FUL Status: Permission Granted

71.11

PARISH NEWSLETTER: The Council agreed that the newsletter should not be published until December following the Parish Plan (PP) meetings which were to be

**LEEBOTWOOD & LONGNOR PARISH COUNCIL
MINUTES SEPTEMBER 2011**

held in November. **The newsletter was to contain the PC's Final Audited Accounts 2011 and a PP questionnaire to be completed by residents.**

An A5 flier was to be produced by the Clerk with the assistance of Lisa Bedford to attract residents participation in the parish plan update via attendance at two meetings which were to be held in Longnor and Leebotwood in November. Cllr Pardoe agreed to act as a PC representative for Longnor; and arrange a meeting. Cllr Probert agreed to act as a PC representative for Leebotwood; and arrange a meeting. **Dates to be communicated to the Clerk.**

72.11 LJC October Meeting & PC Meeting Date clash – The Chair proposed that in order to ensure that as many councillors as possible attended the LJC meeting the PC meeting should be put back to **Wed 26th October** and that the Clerk was responsible for securing a venue. This was seconded by Cllr Pardoe and agreed by all councillors present.

73.11 CLERK'S UPDATE REPORT & COMMUNICATION RECEIVED (App A)
The Clerk highlighted a number of important items which included a number of national consultations which the PC agreed not to respond to due to tight dead lines. It was also agreed that individual councillors would contact the Clerk as to whether they wished to attend the ALC AGM and SC member training courses. It was also agreed that the PC required an update from EA with regard to the report on the Field No 3943 OS 4798 at Leebotwood. (**Clerk to follow up.**)

74.11 **FINANCE & PERSONEL**

1. The following invoices/vouchers were examined by the Council and **authorised for payment.** Cllrs Griffiths and Davies being instructed to sign supporting documentation and cheques. (Proposed JG; Seconded PH.)

Date	Chq No	Payee – Nature of expenditure	£
21/9/2011	137	Clerk – 2nd Quarter net pay	973.80
21/9/2011	138	HMRC – 2nd quarter tax due	243.00
21/9/2011	139	Clerk – reimbursement expenses	75.45
21/9/2011	140	Mazars – External Auditors	162.00

2. The Clerk reported that the Mazars External Audit Report confirmed that there had been no issues raised and arrangements were made to display the Annual Return 2011 and required accompanying notice in the parish.
3. Annual Risk Assessment & Policy.– **Council agreed to defer this item to the next meeting.**
4. Clerk's Worked Hours Report. - **Council agreed to defer this item to the next meeting.**
5. The Chair reported that the Clerk's appraisal was deferred as a result of her operation being brought forward. **To be rearranged.**
6. The Council considered the HMRC enquiry re P35s outstanding for years 05/06 & 06/07 as reported by the Clerk.
 - Cllr Pardoe read out a report from the previous Clerk re year's 07/08 & 08/09; which were not being queried.
 - The Chair explained that the current Clerk had once having been informed of the two Clerks employment status as "Self Employed" in 05/06 & 06/07 had contacted HMRC (19/9/2011) and explained the situation; as PAYE had not been in operation. As a result HMRC were currently looking in to the matter. The Clerk had requested that she be contacted within the next week should HMRC have further queries. The report was noted by the Council.

**LEEBOTWOOD & LONGNOR PARISH COUNCIL
MINUTES SEPTEMBER 2011**

- 75.11 A49 ISSUES & HIGHWAYS:
- a. SC SPEED MANAGEMENT POLICY: Council members considered the SC report on the possible costs of introducing a VAS on the A49 at Leebotwood. **The Council resolved without dissent that as a result of the delays reported by SC that the introduction of a VAS sponsored by the PC should be shelved until the results of the Parish Plan were published; as this would be useful to justify the significant expenditure.** (Proposed JG; Seconded JW.)
- b. FORMATION OF A A49 WORKING GROUP – **Deferred to the next meeting.**
- c. SC HIGHWAYS
- Cllr Pardoe reported that Severn Trent had failed to reinstate the highway satisfactorily on Back Lane, Longnor after carrying out maintenance work.
 - Cllr Wilson reported that flytipping remained on the lay by at the Smethcott turn on the A49 and that the rubbish had not been removed since having been reported in June.
 - Cllr John Wilson reported that the previously reported drainage issues; at Padmore Lane; Leebotwood had not been addressed.

Council agreed that these matters should be followed up by the Clerk.

- 76.11 GENERAL HIGHWAYS & VILLAGE MAINTENANCE – Cllr Jacques reported that the provision of seating in Longnor bus shelters was currently not viable. **This was accepted by the Council; who decided to take no further action.**
- 77.11 ALC RESOLUTION – Cllr Ludlow requested that his motion to present a draft resolution to be considered at the ALC AGM in 2011 be deferred until next year; given the lateness of the hour. **Council agreed given the circumstances.**
- 78.11 LOCAL REPORTS: Longnor Village Hall; Cllr Harris summarised a recent event at the hall and confirmed that the committee had yet to fully discuss the project further. He added that a significant grant application had recently been turned down. Leebotwood Village Hall; Cllr Wilson reported that the drainage issue concerning the car park was resolved.
- 79.11 STANDING ORDERS (SOs) AMENDMENTS
- a) **The Council resolved without dissent to confirm the number of councillors as 3 in the minor amendment to SOs** proposed by Clerk in line with NALC instructions relating to para 32 b. The amendment of the paragraph now reads as follows:
- “A motion to add to or vary or revoke one or more of the Council’s standing orders, not mandatory by law, shall be proposed by a special motion, the written notice where of bears the names of at least **(3)** councillors.” (Proposed: JG; Seconded JL.)
- b) The proposal by Cllr Ludlow to amend Chairman’s Rulings Clauses 60 & 33b. As circulated at previous meeting by Cllr Ludlow was **by request and agreement deferred to the October meeting.**
- 80.11 SUPPLEMENTARY AGENDA – There was none.

The Chair closed the council meeting at 10.05pm and reminded members that the next meeting was to be held on 26th October at 7.30 pm; however the venue as yet had not been confirmed.

Confirmed as accurate. CHAIR J GRIFFITHS Date.....26-10-11.....