

Selattyn and Gobowen Parish Council

Minutes of the Meeting of the Parish Council held on 12th October 2011 at The Pavilion,
St Martins Road, Gobowen commencing at 7.00 pm

In the Chair – Councillor R. Jones

Present:

Councillors: M. Ambridge, R. Jones, E. Morgan, D. Lloyd, P. Drury, P. Cherrington, I. Bennett, R. Bowyer, J. Thorpe, M. Turner, S. West Wynn.

Richard Thomas from Shropshire Council gave a presentation at the start of the meeting on the findings of the working party looking into the Community Governance Review of Oswestry. He reported that there is one suggested alteration to the boundary that would have an impact on the parish which an area north of Mount Road and Oakhurst Road which would be added to the parish so that the new parish boundary could follow the road not the field boundaries it currently does. No properties would be affected by this change in boundary. He also reported that whilst the changes would not really affect the Parish he would like the Parish to comment on the proposals overall.

1 To receive apologies and reasons for absence

RESOLVED; that the apologies be accepted

Cllr Crow

Cllr Evans

Cllr Thomas

Cllr Clare

2 Declaration of Interest

“To receive declarations of Interest of personal and prejudicial interest on any item on the agenda in accordance with Section 50-52 of the Local Government Act & The Local Authorities (Model Code of Conduct) England Order 2007”

Councillor	Interest	Minute number
Cllr Ambridge	Personal	10e Bryn Y Castel Coppice group member

3 Public Participation session

Issue

A member of the public raised the following issues

Bryn Y Castel / Perry Cottage barn renovations

It was reported that a caravan is situated in the gardens of the building that is being converted and could the council ascertain whether the owner has permission for this?

The Meadows

It was reported that work including grasscutting and stream clearance has recently been completed on The Meadows and that the owner plans to graze the area with sheep.

4 To Confirm the Minutes of the Council Meeting held on 14th September 2011.

The minutes from the Parish Council meeting held on 14/9/11 were **APPROVED** and it was **RESOLVED** that the minutes be signed and **ADOPTED** as a true record.

5 Matters Arising from the Minutes

a) Progress Report –

RESOLVED to note the following report

Item Description	Original reference	Update
New Road Encroachment	March 09	Shropshire Council reported that as the occupiers of the site have removed items relating to the s215 notice accordingly the court summons was withdrawn as the notice had been deemed to have been complied with. Neighbours have raised concerns over planned use of the building on the site – no information has been made available on what the building is to be used for. <i>The Clerk was asked to try and find out what the building is to be used for and whether the appropriate permission has been authorised</i>
Selattyn Issues	July 09	<ul style="list-style-type: none"> • School Wall – being monitored • Extension of 30mph zone – notices due to be posted <i>Clerk has chased this and awaiting update</i> • Rural Toolkit event - report circulated to participants • Phone Box – Request to keep phone has been turned down item now on full agenda to consider adopt a box scheme
Parish Roundabout	ongoing	September edition distributed Deadline for Christmas edition 20/11/11
Gobowen Playing Field (Meeting held 22.9.11.)	ongoing	Severn Trent Works - McPhillips to carry out remedial works to ensure all stones are removed from the old compound area and to re seed the area. Work to start early October Goal Posts – Gobowen Youth Team to carry out repair to goal post. <i>Clerk was asked to invite representatives of both football teams to attend the next playing field meeting. She was also asked to obtain a copy of insurance certificates for both teams using the pitch</i>

Gobowen Pavilion		Fire Assessment – carried out by Valley Security in line with regulations, new fire escape doors to be erected in October. Maintenance – Replacement of water pipes still to be carried out, soffits to be repaired and guttering to be straightened. Internet Connection – Plug point to be installed in storage room then a phone line can be installed. Bookings – no new regular bookings
Green Room Youth Drop in		Sessions being booked for Wednesday 's in October Permission granted for new pool table and table tennis table to be stored in the pavilion subject to conditions. Grant submitted for table tennis table.
Parish Heritage Items	Feb 2011	Awaiting details of key heritage items from councillors so an assets list can be compiled
Not spots	Feb 2011	List of not spots being compiled by Clerk to be sent to Shropshire Council
Gobowen War Memorial		Grant application has proceeded to the second stage.
Parish Council Let's talk meeting	May 2011	To be arranged
Councillor reports Patrol Signs St Martins Road		Still not implemented
Streetlights	Sept	A new streetlight has had to be installed near the library as it had been knocked over. As there were no witnesses all the cost of the new light has been met by the parish council. In addition to this a new lamp is needed in Hammonds Way as the light has also been vandalised.

6 Reports

Shropshire Council Report – Cllr Lloyd gave his report which included an update on the plans for the merging of the Rhyn Park secondary school with Ifton Heath primary school in St Martins. He reported that he has also been involved with a committee looking into fuel poverty and that Shropshire Community Council are running a scheme to encourage the corporate purchase of fuel in rural areas. The Clerk was asked to promote this is the next Parish Roundabout

Police Report – PC Clark reported on local crimes that have taken place in the past month which included garage damage and theft of fuel from a vehicle.

Other Reports

Local Joint Committee - A discussion took place on the increasing number of grant applications to the LJC from organisations outside of the parish and it was AGREED that Cllr Turner and Cllr Lloyd be asked to highlight the concerns of the parish council on this issue and to request that the grants should be only allocated to groups from the LJC area. The next meeting will be Tuesday 18th October, in the St Martins Centre. Cllr Turner also

reported that he had attended a specialist LJC meeting for all the Oswestry areas that focused on health provision in the area.

Allotments – Cllr Ambridge gave a report of the recent allotment meeting and the outcome of the quarterly plot inspection.

7 Financial Matters

a) Outstanding Payments

RESOLVED to approve the following payments

Chq	Supplier	Net	Vat	Gross
300028	British Gas (electricity bill 3/6/ - 31/8)	36.08	1.80	37.86
300029	CPRE	29.00		29.00
300030	John Ward Expenses	47.46		47.46
300031	V and W Electrics August	77.16	15.43	92.59
300032	Veolia September Bill Total	45.56	9.11	54.67
300033	SP Power Systems (transfer Old Chirk Road)	145.00	29.00	174.00
300034	Robert Jones and Agnes Hunt (Community Meals)	202.67	40.53	243.20
300035	Nigel Thomas expenses	16.99		16.99
300036	John Ward	91.74		91.74
300037	Nigel Thomas	555.10		555.10
300038	HMRC	250.08		250.08
300026	Darren Brewer September Selattyn Bus shelter cleaning Roundabout Cutting Allotment Grass cutting Playing Field Work Total Reimbursement of money deducted in error from 09/11 bill Total paid			50.00 40.00 60.00 10.00 20.00 180.00 30.00 210.00
BACS	Penny O'Hagan	954.05		954.05

b) Income since the last meeting

Pavilion Hire £145

Roundabout advertising £75

Community meals £278.03

Cemetery £430.00

Interest £34.44

c) 2nd quarter budget – to receive a report on the second quarter budget and to consider recommendations of the finance committee meeting held 12/10/11.

Cllr Jones reported that the finance committee had met and that 2nd quarter accounts had been approved and that the internal audit procedures have been reviewed.

The committee also recommended that the financial regulations be updated and reviewed and that these changes must be approved by full council.

It was **RESOLVED** to accept the 2nd quarter budget report and the report of the finance committee

8 Planning Items

a) Planning Application Decisions (For Information Only)

- 1) 10/02513/Cou Application Under Section 73a Of The TcP Act 1990 For The Change Of Use Of Land For The Siting Of 12 Caravans, Erection Of Washroom/Kitchen Facilities And Creation Of New Access Together With Landscaping – *Pending Consideration*
- 5) 11/01883/Ful Park Cottage Henlle Gobowen Change Of Use Of Land For The Siting Of 2 No. Timber Chalets Providing Holiday Accommodation - *Granted*
- 6) 11/02792/Agr The Mount, Racecourse Road – Erection Of A Agricultural Storage Building
- 7) 11/03049/Out2 Berwyn Villas Gobowen Outline Application (All Matters Reserved) For The Erection Of One Dwelling - *Pending Decision*
- 8) 11/03150/Ful Ty Gwyn, 3 Sarn Holdings Erection Of A First Floor Extension To Rear – *Granted*
- 9) 11/03942/Agr Ivy House, Selattyn – Erection Of A Steel Portal Frame Agricultural Storage Building
- 10) 11/03529 Pentre Morlas, Glan Morlas Hengoed – Proposed First Floor Extension To Provide Bedroom And En Suite - *Granted*
- 11) 11/03434 Mardy House, Hengoed Erection Of An Orangery, Removal Of Mono Pitch Roof And Replace With Pitched Roof And Installation Of Dormer Window In New Pitched Roof Replacing Flat Roof Over - *Granted*
- 12) 11/03485/Ful Brooklands, Old Whittington Road, Gobowen Erection Of First Floor Side And Front Extensions With Juliet Balconies - *Granted*
- 13) 11/03662/Ful Tunnel House, Pant Glas – Change Of Use Of Dwelling Annex To Holiday Let -
- 14) 11/03775/Ful 2 Meadow Drive, Gobowen Erection Of Two Storey Extension To Side Elevation – *Pending Consideration*
- 15) 11/03831/Ful Park Cottage, Henlee Erection Of Porch To Front Elevation, Conversion Of Garages (1 Attached, 1 Detached) To Residential To Include Formation Of First Floor Accommodation, Glazed Link Atrium, Extension To Side/Rear Conservatory To Rear Insertion Of Dormer Windows To Front And Rear Elevations, Erection Of Detached Double Garage - *Pending Consideration*

b) Planning Application For Consideration: -

11/03862/Ful Bridleway Field Henlle Gobowen Change Of Use Of Land To A Caravan And Camping Site, Formation Of Hardstanding For An Additional 7 No. Parking Bays, Construction Of Toilet/Shower Block

Following a discussion it was

RESOLVED to object to the application as the Parish Council consider that the site is currently underused and does not justify an extension of this nature. The Parish Council also request that the application should be determined by committee

11/03759/Ful Pentre Grange Selattyn Oswestry - Erection Of Two Holiday Chalets; Alteration To Existing Vehicular Access And Formation Of Parking Areas; Installation Of Sewage Treatment Plant

Cllr Turner highlighted errors in the design and access statement of the application which states that there is a shop on Selattyn.

Following a discussion it was

RESOLVED to object to this application for the following reasons.

1. Access - Access to and from the site is poor and difficult to improve. The road on which the site is situated is very busy and the additional traffic that the site would generate would add to the problem.
2. Need - The Parish Council is not convinced that there is a proven need for this sort of development in the area.
3. The site is a green field site and if the application is to be granted then it would encroach on agricultural land

c) To Consider Any Other Planning Applications Received After The Issue Of The Agenda
(To Be Notified At Meeting)

11/04341/FUL Hengoed Residential Home, Hengoed, Change of use of ground floor office to residential – **RESOLVED** not to comment

d) Development Management Update – To receive Cllr Morgan’ report on recent Development Management training and to consider carrying out a parish consultation on preferred development options and infrastructure priorities of residents.
Cllr Morgan gave a report on the recent briefing on Development management and urged the Council to consider additional consultation on development issues.

RESOLVED to note the report

- 9 **Staffing policies** – To consider the adoption of the following Council policies
Grievance procedure, Disciplinary procedure, Protocol on member officer relations, Officer’s code of conduct, Dignity and Respect policy (to replace bullying and harassment) Maternity policy, Occupational Health Policy - VDU operation, Internet Usage Policy, Whistle Blowing policy, Policy Statement on Fraud and Corruption.

RESOLVED to adopt the following council policies

Grievance procedure, Disciplinary procedure, Protocol on member officer relations, Officer’s code of conduct, Dignity and Respect policy (to replace bullying and harassment) Maternity policy, Occupational Health Policy - VDU operation, Internet Usage Policy, Whistle Blowing policy, Policy Statement on Fraud and Corruption.

Further **RESOLVED** to confirm that Shropshire Council standards board be authorised by the parish council to take appropriate action and apply appropriate sanctions to any member who acts in breach of the Protocol.

10 **Parish Council Matters**

a) Community meals Project –To review 3 month pilot project and consider extending the project (appendix a) The Clerk presented the 3 month review of the project as outlined in appendix a which was noted and it was **RESOLVED** to continue with the project and review it again in January 2012 prior to the budget meeting

b) Street lighting provision – to hear a report on Shropshire Council’s night saving lights plans. – The Clerk reported that Shropshire Council are looking into adapting some of their streetlights to enable them to be turned off between 12.20 and 5.30 as a way of reducing energy costs. Following a discussion the Clerk was instructed to produce a paper identifying if any of the Parish’s lights could be adapted along the same lines and what the cost this would be to the parish along with anticipated savings.

c) Community Governance Review – to consider the working parties findings. The findings of the review were considered in light of Richard Thomas’s presentation at the start of the meeting and it was **RESOLVED** to support the finding of the working party in relation to the boundary with Selattyn and Gobowen.

d) Selattyn phone box – for update on request to keep a public telephone in the phone box in Selattyn and to consider the adopt a box scheme. It was **RESOLVED** that the Parish Council adopt the Selattyn phone box as per the conditions of the licence agreement with British Telecom and that the phone box be added to the Council's assets register with a nominal value of £1

e) Bryn Y Castell Coppice Group – to consider the request to increase the area managed by the group. – A discussion took place on this item and it was proposed that the decision be delegated to pavilion and playing fields committee. Following a vote the motion was carried. And it was **RESOLVED** to delegate a decision on this item to the pavilion and playing fields committee.

f) Gobowen Noticeboard – to agree licence with the co-op to affix notice board to external wall of the co-op. It was **RESOLVED** to accept the conditions of the licence with Cheers Ltd and the licence was duly signed by Cllr Jones and the Parish Clerk

g) Daffodil Planting – (at request of Cllr Jones) – To consider funding the planting of daffodil bulbs on verges between Gobowen and St Martins it was **AGREED** to seek permission from Shropshire Council on this project prior to any bulbs being purchased. Cllr Turner also requested that some bulbs be planted on verges in Selattyn and he was asked to contact the Clerk with potential locations.

11 Committee Reports

Pavilion and Playing field committee – to note verbal report of committee meeting held on 22/9/11 – **RESOLVED** to note

12 Correspondence at 9pm it was RESOLVED to suspend standing orders to enable the continuation of the meeting beyond 2 hours

Ms Hopkin - suggestion to develop Oswestry Hill Fort as a visitor attraction – The Clerk was asked to contact English Heritage to request a meeting to discuss their plans for the future development of the fort as a tourist attraction.

It was **RESOLVED** to note the following correspondence items

Shropshire Council

Draft Development Management Member Training programme

Highways Agency and Shropshire Council Liaison Meeting 20 July 2011 Minutes

Update on parish IT provision from 1/4/12

North West Flood Forum meeting notification 13/12/11 Ellesmere Town Hall 5pm

Offer to include the parish council's properties in a Shropshire Council procurement contract to survey, supply and install Solar Photovoltaic systems (PV arrays) declined deadline 29/9.

NALC and CPRE

Guide on how to respond to planning applications

NALC updates including power of well being, Code of conduct and data protection information (via email) DIS extra 766

ALC

Training information

AGM papers including proposal for Kinlet PC to revert to name of Shropshire Association of Local Councils 5/11/111

Other

Shropshire Community Council - training information1

Boundary Commission for England – 2012 Review of Parliamentary Constituencies

Information Commissioners Office Confirmation of renewal

British gas – price change notification

Shropshire Union Canal Society – cuttings October 2011

14 To agree the date and time of the next meeting – it was AGREED that the next meeting would be held on 9/11/11 at 7pm

15 Exclusion of the Press and Public

To resolve: “That under Section 100(A) of the Local Government Act 1992, the Public and Press be excluded for the remainder of the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 5 of part 1 of the Schedule 12A of the Act

Staff Appraisals – to consider report from Executive Committee – Cllr Jones reported that the staff appraisals for the Parish Clerk and Leisure Attendant had been completed and it was **RESOLVED** to note the report.

DRAFT