

CLIVE PARISH COUNCIL

MINUTES 21 MARCH 2024

Minutes of the Clive Parish Council meeting, held in Clive Village Hall on Thurs 21st March 2024, at 7.30pm.

Present: Cllrs Rob Dennis, Mark Haines-Eynon, Paul Hewitt, Peter Slark, Peter Walters (Chairman).

In attendance: Lydia Bardsley (Proper Officer), RAF Shawbury: Flt Sgt Stuart Logan. Public: 5

Absent: SC Councillor Simon Jones

Meeting started at: 7.30pm

121/23: CHAIRMAN'S WELCOME

The Chairman welcomed everyone and opened the meeting.

122/23: TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received for the following Councillors: Cllr Ian Donoghue (work commitments), Cllr Sandy Goldwyn (other commitments). It was **RESOLVED** to **NOTE** these apologies.

123/23: DISCLOSURE OF PECUNIARY INTERESTS & DISPENSATION REQUESTS

Cllrs Dennis and Hewitt declared an interest in agenda item: 131/23 Planning applications: ref: 24/00747/FUL, Fernleigh.

124/23: OPEN FORUM

A period set aside to allow the public the opportunity to speak on an agenda item (maximum 3 minutes per person).

Public participation is only permitted during this session and is at the chairman's discretion.

Members of the public spoke on agenda item: 131/23 Planning applications: ref: 24/00747/FUL, Fernleigh, sharing views on the cases for and against the proposals.

It was **RESOLVED** to bring forward agenda item: 127/23c Reports: RAF Shawbury.

127/23: REPORTS

c) RAF Shawbury - Consider a report

The Chairman welcomed Flt Sgt Stuart Logan to the meeting, who gave the following report:

- **Night flying** – 25th March – 9th May.
- Airfield works – Resurfacing most of airfield starting in April for 18 months. Will be some extra vehicle movements in area, and small cement works within airfield boundary. Helicopter flying should continue during works.
- Local contacts – please advise of any contacts for local businesses (care homes, etc.), that may be impacted by events such as Families Day.
- Hi-viz kit for horse riders – will confirm when next delivery arrives.
- Course Community Projects – please let them know if there are ideas.
- Dates for diary– Landowner and Rider Awareness Day 23.05.2024, Support for Cosford Air Show 09.06.2024, Families Day 22.08.2024.

The Chairman thanked Flt Sgt Logan and he left the meeting at 19.42.

It was resolved to bring forward agenda item 131/23 Planning applications, ref: 24/00747/FUL Fernleigh.

Cllrs Hewitt and Dennis left the room at 19.44pm.

131/23: PLANNING APPLICATIONS – Council to agree/ratify responses

1. Address: [Fernleigh, High Street, Clive, ref: 24/00747/FUL](#)

Proposal: Erection of two storey rear extension.

Comments deadline: 29.03.2024 – Council to agree response

The Council was pleased to see the proposals affecting the historic stone wall at the front of the property had been removed from the revised planning application. After discussion it was **RESOLVED** to support the application with no objections.

4 members of the public left the meeting and Cllrs Hewitt and Dennis returned to the room at 19.49.

It was **AGREED** to resume the normal order of agenda items.

125/23: MINUTES

It was **RESOLVED** to approve and sign the [Council meeting minutes dated 20 Feb 2024](#) as an accurate record.

126/23: CASUAL VACANCY – Council to consider applications and co-opt new member

After consideration and a vote it was **RESOLVED** to co-opt Mr Andrew Rushworth onto the Council.

127/23: REPORTS

a) Police report - Consider a report, review and agree police charter priorities

The police report was **NOTED**.

b) Sansaw Estates – Consider a report from Sansaw Estate

Nothing to report from the estate.

c) RAF Shawbury - Consider a report

This item was dealt with earlier in the meeting after item 124/23 Open Forum.

d) Shropshire Councillor's Report - Consider a report from SC Cllr Simon Jones

No report received. It was **AGREED** Clerk will email SC Cllr Jones to ask about attendance for April meeting.

e) Reports from Meetings/Training - Consider reports from Cllrs/Clerk on training/meetings attended

It was **NOTED** that Cllrs Hewitt and Haines-Eynon had attended "What Cllrs Need to Know" training on 20.03.2024.

It was **NOTED** that the Clerk had signed up for an HMRC webinar for annual reporting and tasks on 26.03.2024.

f) AED management - Receive reports from latest AED inspections and agree actions

It was **NOTED** that the AED equipment had been checked on the following dates: 27/02/2024 and 07/03/2024. It was **FURTHER NOTED** that the heater in cabinet was now working correctly, and PC is awaiting an invoice from electrician.

g) Community Speed Watch - Consider an update and agree actions

Hebron Close CSW session - 4 x speeding vehicles were captured, one at 41mph. More volunteers needed if PC can help promote this. It was **NOTED** that the Clerk had added news posts on PC website and newsletter and will share for publication on Facebook as well. It was **AGREED** the Clerk will ask if a rep from the CSW can attend the Annual Parish Meeting to give an update and try to recruit more volunteers.

h) Clerk's report - Consider matters arising since the last Council meeting

The clerk gave the following update:

- 511 bus service reduction – Awaiting response from Helen Morgan MP and Simon Jones. It was **NOTED** that SC has received £136.4m of government funding to improve transport infrastructure (reallocated from cancellation of part of HS2 project).
- Newsletter – April update drafted and sent to editor including plea on dog fouling.
- Missing/ defective signage – Yorton bridge Give Way sign still missing. No update since last follow up.
- Office equipment (printer) – New printer purchased and installed.
- PC email storage and data audits –still in progress. Clerk reported significant difficulties with installing new printer and security updates due to low storage space and laptop memory. She suggested using a second external hard drive to store some older files that are not needed day to day to create room on the laptop. It was **AGREED** the Clerk will look for a large external hard drive (less than £50) and purchase before next meeting.
- PC email storage – still in progress.
- Policies – approved policies added to website following Feb meeting.

- Website –News post added re. casual vacancy, 511 bus service diversion route during roadworks, Community Speed Watch, Hospital transformation consultation.
- Network Rail – They will aim to notify PC of future works in parish area going forward.
- Blood pressure clinics – Date agreed 26.04.2024 alongside Coffee morning, note included in newsletter, awaiting a poster to promote on notice boards.
- Police charter – contract updated and sent to Wem SNT.
- Precept request – SC finance confirm that full amount requested will be transferred to the PC in April.
- Website provision payment –direct debit payment set up with Hugo Fox.
- Traffic mirror request – submitted via Fix My Street 22.01.2024. Still no update as yet.

128/23: POLICIES TO REVIEW AND APPROVE

- a) Subject Access Policy – No changes. **RESOLVED** to approve
- b) Security Incident Response Policy - No changes. **RESOLVED** to approve
- c) Grant Awarding Policy and Procedure – No changes. **RESOLVED** to approve
- d) Equal Opportunities Policy – No changes. **RESOLVED** to approve
- e) Scheme of Delegation – No changes. **RESOLVED** to approve

129/23: PARISH MATTERS

- a) **Dog fouling** – Council to consider options and agree actions

After discussion of the various options, it was **AGREED** that the PC will target fouling hot spots and display posters at entrances to the following areas:

- track from Station Road leading north west to sewage works
- footpath 0206/2Y/1 from Station Road leading north into fields
- the Glatt (restricted byway 0206/10/2 heading from Drawwell to Clive CofE school)
- Holly Close aka Whitley’s drive (restricted byway 0206/8/2 and footpath 0206/8/1 leading to Clive CofE school).

It was **FURTHER AGREED** the Clerk will ask fellow clerks for suggested dog fouling poster designs and messaging. Cllrs will also send ideas to Clerk for messaging to include in poster.

- b) **Arrangements for Annual Meetings** – Council to consider and agree

Annual Parish Meeting - It was **RESOLVED** to set a date of 30th April for the Annual Parish Meeting.

It was **FURTHER AGREED** to include the following topics for discussion on the APM agenda:

- LPR update
- Conservation area status
- Neighbourhood plan
- Dog fouling
- CSW and VAS data update
- Wildflowers update
- Annual police report
- Pot holes update (Clerk will contact Laura Howells at SC Highways)
- Reports from parish groups e.g. Village Hall, Renshaw’s Field Association, History group, Clive CofE school.

Annual Council Meeting - It was **RESOLVED** to set a date of 16th May for the ACM.

- c) **Neighbourhood Plan** – Council to receive updates and agree actions

It was **NOTED** that Cllr Dennis can’t commit to leading steering group currently, and significant help and/leadership from local volunteers will be needed to get it going.

It was **AGREED** that Clerk will ask fellow clerks if they/their Chairman would be willing to share their Neighbourhood Plan experiences at the Annual Parish Meeting.

- d) **Local Plan Review** - Council to receive updates and agree actions

It was **NOTED** that SC have additional work to do on some elements of the LPR. Next round of hearings may be Oct/Nov 2024. It was **AGREED** that Cllr Dennis will prepare an update on LPR for the Annual Parish Meeting.

- e) **Heritage status of village** – Council to consider options and agree actions

The Council **NOTED** the experiences of other Councils that had been circulated previously. It was **AGREED** that this will be a topic for Annual Parish Meeting to gauge what level of interest there is in village. In meantime Clerk will

look into pros and cons of conservation area status and local heritage listings.

f) **Sansaw lease for Village Hall land – Council to receive update and agree actions**

It was **AGREED** that Cllr Walters will chat informally with Village Hall Management Committee about their view on who is lessee (Clive PC or VHMC).

g) **Highways concerns (incl. Mine Bank encroaching vegetation) - Council to receive updates and agree actions**

This had been reported after the Feb meeting. It was **NOTED** that no action is needed according to SC Highways. It was **AGREED** no further action for now. It was **FURTHER NOTED** that Back Lane pot holes had been reported and subsequently outlined twice in white by SC and have again disappeared before being filled in. Highways team came out a 3rd time to log the pot holes, but having noticed from records they had been logged twice already they advised Cllrs they would not repeat this. It was **AGREED** that Clerk will ask SALC about ongoing problems with this.

h) **VAS signs, data and police speed enforcement - Council to receive updates and agree actions**

Quarry View VAS sign – It was **AGREED** that Cllrs Walters, Haines-Eynon and Goldwyn will meet on weekend to trim back bush that may be blocking the solar panel. It was **NOTED** that permission has been obtained from landowner, and clerk has prepared a risk assessment. Cllr Walters will also take away batteries to charge afterwards.

Cllr Haines-Eynon gave his apologies and left the meeting at 20.53.

i) **Process for agreeing agenda items – Council to consider and agree actions**

It was **AGREED** that in future reports and policies can be taken as read, and there will be no discussion unless something specific arises. Clerk report will stay early on in agenda, other reports and policies will be moved towards the end of agenda. Parish matters are the most important items, so should be early on. Planning matters will come after Parish matters. Correspondence to stay at the end of the agenda, and roadworks items can be brought under highways matters if discussion is needed.

130/23: CONSULTATIONS – Council to ratify response

a) **Public Space Protection Order, dog constraints (deadline: 15.03.2024)**

It was **RESOLVED** to ratify the PC's comments that were in support of PSPOs to help reduce dog fouling and enforce penalties.

131/23: PLANNING APPLICATIONS – Council to agree/ratify responses

1. Address: [Fernleigh, High Street, Clive, ref: 24/00747/FUL](#)

This item was considered earlier in the meeting, before item 125/23 Minutes.

132/23: SHROPSHIRE COUNCIL PLANNING DECISIONS – Council to note

No outstanding decisions.

133/23: FINANCE – Council to consider and approve

It was **RESOLVED** to approve the following items (a, b, c).

- a) Receipts and Payments report Feb 2024
- b) Bank Statement Feb 2024
- c) Bank Reconciliation Feb 2024
- d) VAT reclaim 2022-24 (2 years) – Council to receive update

It was **NOTED** that Clerk had prepared the reclaim for all eligible VAT spend from 2022-2024 but this could not be submitted until the last day of the month.

e) Bank mandate– Council to receive update

It was **NOTED** that Clerk had submitted the necessary forms to add Cllr Haines-Eynon to the bank mandate, and is awaiting confirmation that this has been updated.

134/23: PAYMENTS

a) Payments to be approved at the meeting

It was **RESOLVED** to approve the following payments.

- Clerk, March staffing costs (including reimbursement for printer), £832.59 (of which £18.66 VAT)
- NEST, March pension contributions (emp'ee and emp'er), £50.75 (no VAT), by direct debit
- HMRC, March PAYE and NICs, £9.60 (no VAT)

135/23: CORRESPONDENCE RECEIVED - Council to note

It was **RESOLVED** to note the following:

- a) Invite to Affordable Warmth & Energy Efficiency Retrofit Event (25.03.2024) - **NOTED**
- b) Wem Police newsletter Feb 2024 - **NOTED**
- c) Hospitals Transformation Programme 'drop-in' sessions for communities- **NOTED**
- d) Portrait of His Majesty the King (deadline 28.03.2024) - **NOTED**
- e) Project Gigabit update – **NOTED**
- f) SALC March bulletin – **NOTED**
- g) Roadworks: [High Street, Clive, 25-27.03.2024](#) (Cadent Gas) –It was **AGREED** Clerk will contact utilities company re. concerns that Jubilee street and Back Lane will be used as cut through during closure.
- h) Roadworks: [Jubilee Street, Clive, 02-04.04.2024](#) (Severn Trent)
- i) Roadworks: [Unnamed road between Clive and Preston Brockhurst, 16.05.2024](#) (Openreach)
- j) Roadworks: [Unnamed road through Yorton, Clive, 06.06.2024](#) (Openreach)

136/23: FUTURE AGENDA ITEMS

Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. **Councillors are respectfully reminded that this is not an opportunity for debate or decision making.**

No comments.

137/23: NEXT MEETING – Council to agree

After discussion, it was **AGREED** that the next ordinary meeting of Clive Parish Council will take place on Thurs 18th April 2024, at 7.30pm at Clive Village Hall.

It was **FURTHER RESOLVED** that the **Annual Parish Meeting** will be held on Thurs 30th April 2024 and the **Annual Council Meeting** will be held on Thurs 16th May 2024 (subject to venue availability).

There being no further business, the chairman thanked everyone for their participation and closed the meeting at: 21.15pm.

Confirmed as accurate: _____ Chairman Date: _____