

# Upton Magna Parish Council

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## **Minutes of the Meeting of the Parish Council held on Thursday 10<sup>th</sup> March 2022 at 7.30pm in the Memorial Hall**

### **22/017 REGISTER OF ATTENDANCE and APOLOGIES FOR ABSENCE**

**Present:** Cllrs Steve Walters (Chair), Jeana Bennion, Andy Brooker, Michael Dawson, Andy Pillow.

**Apologies:** Cllr Phil Roberts (covid).

**Clerk:** Alison Utting

**Also:** SC Cllr Lezley Picton, 1 member of the public.

### **22/018 PUBLIC PARTICIPATION SESSION – None.**

### **22/019 DECLARATIONS OF INTEREST – None.**

**22/020 MINUTES** – It was agreed that the Chairman should sign the minutes of 13<sup>th</sup> January 2022 as a true and correct record of the meeting.

### **22/021 REPORT FROM CLLR. LEZLEY PICTON (SHROPSHIRE COUNCIL)**

Shropshire Council is busy preparing to welcome Ukrainian refugees. Any updates will be sent via the clerk.

Lezley also shared a breakdown of the SC budget.

### **22/022 OTHER REPORTS**

- a) The **Staffing Committee** reported that the clerk's appraisal has been carried out and targets agreed. As per the clerk's contract, she will move up one point on the salary scale in April 2022. Also, the national salary agreement for 2021-22 has been published, with the increment to be backdated to April 2021.

- b) The **Parish Footpaths Group** is due to meet soon. There are some outstanding issues, e.g. blocked paths at Hunkington Farm. AG reported that the original route of footpath 437/22/2 at Rea Farm is to be reinstated, as there has never been an application for formal diversion of the RoW.

## **22/023 PROGRESS REPORT**

- a) **SmartWater** – The 'We Don't Buy Crime' (West Mercia Police) team visited and helped to distribute more kits and register all those that have gone out. We are now approx. 15 households short of the key figure which qualifies us for signage. Kits have also been given to the Estate Office, who have distributed some. **ACTION:** Once the WDBC team gives us the up-to-date list of addresses registered, AB will coordinate some door-to-door evening distribution.
- b) **Broken streetlight** – Light fittings to be installed this weekend. Western Power Distribution will be connecting the lamp to the power supply on Wed 16th March.
- c) **UMPC laptop** – MD has returned the laptop to the clerk. **ACTION:** Clerk to report at next meeting on whether it is working properly.
- d) **Blocked footpaths (Hunkington)** – Still not cleared. Cllr Picton offered to chase this up with SC.
- e) **Jubilee events** – A small independent event committee has been set up. Current plans are thought to be for a community picnic on Sunday 5th June, followed by a ceilidh or similar in the Village Hall.

## **22/024 GENERAL PARISH & HIGHWAY MATTERS**

**fixmystreet.com** is recommended for reporting maintenance issues. The exact location of a problem can be marked on a map, photos can be uploaded and comments can be added to items previously reported. There seems to be a fairly swift registration of issues and prompt response from relevant department.

The Clerk was asked to report the rotten tree on the verge outside Porch House to Shropshire Council.

## **22/025 NEIGHBOURHOOD FUND**

Unfortunately, the proposed Jubilee Wood is not able to go ahead as Sundorne Estate Trustees do not agree to public access. Council agreed to allocate the £2500 to Jubilee events and commemorative projects. This to be recorded in the Place Plan and signed off by LP.

## 22/026 ELECTRICITY FOR STREET LIGHTING

Council considered the latest communication from nPower and agreed to change to a different supplier. SW reported his research into alternative options. He explained that due to the rapidly changing supply costs, quotes are being offered for a 24-hour period only. Given SW's expertise, Council agreed that he, in communication with the Clerk, could go ahead and accept a reasonable quote and arrange for the new supplier to take over our account.

## 22/027 PLANNING

- a) *22/00786/TCA Village Hall, Upton Magna SY4 4TZ*  
Proposal: To fell 1No. Oak tree within Upton Magna Conservation Area (damaging drains and roof of Village Hall). Council agreed to support this application.  
*22/00751/FUL Forge Farm, Upton Magna SY4 4UD*  
Proposal: Erection of agricultural building for grain storage.  
Council agreed to make no comment on this application.
- b) There were no other planning applications received in advance of this meeting.
- c) To note the following planning decisions published by Shropshire Council:  
*21/04424/FUL The Old Parsonage, Upton Magna SY4 4TZ* – grant permission.
- d) There were no other planning decisions published in advance of this meeting.

## 21/028 FINANCE

### a) **Payments and receipts**

Council noted the following **payments** made in February 2022:

Amount	Details	Power to spend
207.90	Clerk's salary (January)	LGA 1972 s112

Council agreed to make the following **payments**:

Amount	Details	Legal Power
207.90	Clerk's salary (February)	LGA 1972 s112
45.00	Clerk's backdated pay award	LGA 1972 s112
44.00	Clerk's refundable expenses	LGA (financial provisions) 1963 s5.

115.40	PAYE (months 11 and 12)	LGA 1972 s112
22.56	Microsoft365	LGA 1972 s142
45.00	Memorial Hall room hire Oct 21 – Mar 22	Local Government Act 1972, schedule 12 p8 (1)
18.00	Banking charges	LGA 1972 s111
65.00	UMPC advert in Church Times	LGA 1972 s142

N.B. No invoice has been received from nPower for January or February.

Council noted the following **receipts**:

Amount	Details	Date received
9.40	Microsoft365 contribution from Hadnall Parish Council	25/01/2022

- b) Council received and approved the **accounts** and **bank reconciliation**.  
c) Council noted the changes to the Clerk's **salary** as detailed in item 22/022a.

## 22/029 ADMINISTRATIVE MATTERS

- a) The **asset register** was reviewed, no amendments necessary.  
b) Council agreed to appoint Lorna Pardoe to complete the **Internal Audit** at a cost of £60.

## 22/030 CORRESPONDENCE

**SALC** – New model Code of Conduct for councillors has been published. This will be proposed for adoption by UMPC at the annual meeting in May.

**Shropshire Council** – Notification of fee (£100) to be charged for 2021 UMPC uncontested election. This will be invoiced in financial year 2022-23.

**Keep Britain Tidy** – Great British Spring Clean 2022. Information forwarded to JB.

## Highways

### Planned road closures

- Hunkington Lane, Withington  
11th April – 12th April 2022 (all the time)  
Purpose: Severn Trent Water.

- Uffington (B5062 junction towards Benjay Crossroads)  
23rd – 24th April 2022 09:30 - 16:00  
Purpose: Carriageway repairs.

**22/031 NEXT AGENDA** – No items were raised.

The meeting closed at 9.05pm.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**The next meeting will be the Annual Parish Council Meeting on Thursday 5<sup>th</sup>  
May 2022 at 7.30pm in the Memorial Hall.**

**It will be preceded by the Annual Community Meeting at 7pm.**

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