

# COUND PARISH COUNCIL

|            |  |            |   |
|------------|--|------------|---|
| Chairman:  | Cllr S D Scott<br>Harnage Grange<br>Cressage<br>Shrewsbury SY5 6EB | Clerk:     | Kathy Symonds<br>6, The Barns<br>Upper Cound Farm<br>Shrewsbury SY5 6BL |
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## MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.30pm ON 18<sup>th</sup> MAY 2017 AT THE GUILDHALL, COUND

**Present:** Parish Councillors S Scott (Chairman), T Roberts (Vice Chairman), L Clutterbuck, S Green, S. James, J Nicholls, J Hall, R Sartain, Shropshire County Councillor C Wild

**Clerk:** Kathy Symonds

### 01.17 Election of Chairman

The Clerk asked for nominations for Chairman. It was proposed by Councillor Hall and seconded by Councillor Green

**that Councillor S. Scott be elected as Chairman for the ensuing municipal year.**

### 02.17 Chairman to sign Declaration of Acceptance of Office

Councillor Scott signed the Declaration of Acceptance of Office, and this was acknowledged by the Parish Clerk.

### 03.17 Election of Vice Chairman

It was proposed by Councillor Scott and seconded by Councillor Clutterbuck

**that Councillor T Roberts be elected as Vice- Chairman for the ensuing municipal year.**

### 04.17 Declaration of Acceptance of Office for all Councillors

All Councillors signed the declaration of acceptance of office which was also signed by the Clerk to the Parish Council.

### 05.17 Apologies for Absence

An apology was received from Councillor M Smith. The reason given was accepted by the Council.

The Chairman welcomed the newly appointed Councillor, Simon James, to the Parish Council.

**It was agreed** that the Parish Clerk would draft a note of thanks from the Parish Council to the out-going Councillor Hillary Cuffley for her long standing service to the Council and to the Parish following her decision not to stand again in the recent elections.

### 06.17 Declarations of Interest

Councillor J Hall and County Councillor C Wild both declared prejudicial interest in Agenda item 16, Planning Applications, minute ref 15.17.

### 07.17 Appointment of member representatives for outside bodies

**It was resolved that** Councillor Roberts be appointed as LJC Representative and

Councillor Green be appointed as SALC Area Committee Representative

**08.17 Public Session and Matters of Concern/Parish Matters**

There were no members of the public present.

**09.17 Reports from Shropshire Councillor and/or local Police Officer**

Councillor Wild had presented her report at the Annual Parish Meeting held immediately prior to the Parish Council Meeting and it is available in the minutes for that meeting.

There was no representative from West Mercia Police. The monthly Police Newsletter detailing reported incidents in the Parish is now published on the Cound Parish Council website as received.

**10.17 Minutes of the Parish Council Meeting held on 16 March 2017**

The minutes of the previous meeting were presented.

**Resolved (without opposition)**

That the minutes of the Parish Council Meeting held on 16 March 2017 be accepted as a true record.

The minutes were signed accordingly.

**12.17 Matters arising from those minutes**

**Item 64.16 and 48.16 Update on defibrillator project**

Councillor Roberts had undertaken extensive research on the potential defibrillator project and presented a full written report to the Parish Council. This report is available on the Parish Council website.

Councillor Roberts explained the main findings from his research and a full discussion took place. The cost of two installations would cost in the region of £3,500. The Parish Council precept for 2017/18 includes £500 towards the costs of these and a further £500 has already been raised, being £250 each from Cound Cricket Club and Cound Tennis Club. A further £2,500 needs to be raised if the project were to go ahead.

**It was proposed** by Councillor Hall, seconded by Councillor Sartain and **resolved (without opposition)** that the Parish Council should purchase two defibrillators and two cabinets, one installation to be sited at the Guildhall Cound and one at Cound Moor Village Hall. It was further agreed that the defibrillators will remain the property of the Parish Council while the cabinets are each gifted to the respective Village Halls and that the on-going costs and upkeep of the defibrillators should be the responsibility of the Parish Council. This proposal is to go ahead subject to raising sufficient additional funds from local businesses and public donations to provision both installations. As the funding will largely be by way of donations there is no requirement to obtain three competitive quotes.

**Actions:**

- i) It was agreed that Councillor Roberts would draft a public flyer advising the local community of the decision and asking for financial contributions. The Clerk will arrange for these to be printed ready for circulation to local businesses and to households and displayed on public noticeboards.
- ii) Councillor Roberts will prepare a proposal for the management of the defibrillators and present it for discussion at the next Parish Council meeting.

#### **Item 48.16 and 64.16 Public Session/Bus stop at the Cound Mill Turn on the A458**

Councillor Wild reported that the work on the bus stops is likely to start soon.

#### **13.17 Speed of traffic from the Cound Mill turn over the bridge, and to the tennis club**

Councillor Wild had received a verbal complaint from an elector and local resident about the speed of traffic on this stretch of road which is outside the 30mph restriction. This had been raised as an issue previously at which time the Parish Council had applied to extend the speed restrictions. That request was not upheld on the basis that the population in that area did not warrant it. Councillor Wild added that there had not been any reported accidents on that stretch of road and with serious lack of funding in Shropshire Council it was extremely unlikely that a further request would yield a different decision and no further action will be taken.

#### **14.17 Clerk's Report**

The Clerk reported some of the activities she had been involved in since the last meeting and on-going work:

- Minutes and admin from last meeting
- Complete Local Plan survey with Cllrs Scott and Roberts
- Elections admin, delivery of nominations, posting of notices etc
- Close down payroll for year end and set up new year
- Close down 2016/17 accounts, final bank recs and prepare file for audit
- Write to Cricket Club, acknowledge and thanks for donation for defibrillator
- Investigate fly tipping in Cound Stank and report
- CilCA training session 3 31/03/17
- Regular correspondence, bank, bank recs, payments, etc.

To do:

- Prepare VAT reclaim
- Internal audit (deliver papers 19/05/17)
- Meeting to approve accounts etc and then External audit pack
- Return bank details for maintenance grant
- Prep, circulate and display draft minutes for Annual Parish Meeting and Parish Meeting
- Research and prep up for Parish Plan
- Lots of CilCA work
- CilCA training 09/06/17

#### **15.17 Continued subscription to SALC/NALC 2017/18**

It was proposed by Councillor Roberts, seconded by Councillor Green and resolved (without opposition) that the Parish Council should continue the subscription to SALC/NALC for 2017/18 at a cost of £203.37.

#### **16.17 Financial Statement**

##### **i) 2016/17 Draft accounts**

The Clerk presented the draft 2016/17 accounts. The accounts will now go to Mrs Sue Hackett, the Internal Auditor, to complete her section of the Annual Return prior to formal presentation and signoff at the next Parish Council meeting.

##### **ii) Bank Reconciliation**

The bank was reconciled at £7,899.61. The bank reconciliation was agreed and signed by the Chairman.

iii) Accounts for payment Apr/ May 17

**Authorised Payments for Apr/May 17 from Treasurers' Account**

| Date     | Payee                     | Description                               | Bank Ref     | Amount          |
|----------|---------------------------|---|--------------|-----------------|
| 18.05.17 | SALC                      | SALC affiliation fee 2017/18              | 000533       | 203.37          |
| 18.05.17 | SALC                      | CilCA Session 3 Kathy Symonds             | 000534       | 60.00           |
| 18.05.17 | Hutchinson Groundcare Ltd | April 17 Highway/war Memorial Maintenance | 000535       | 185.38          |
| 18.05.17 | Came and Co               | Insurance 01/06/2017-31/05/2018           | 000536       | 168.00          |
| 18.05.17 | Mrs KJ Symonds            | Clerk's net pay Apr/May 17                | 000537       | 311.92          |
| 18.05.17 | HMRC                      | PAYE re Apr/May 17 Clerk's salary         | 000538       | 77.80           |
| 18.05.17 | Mrs KJ Symonds            | Clerk's expenses Apr/May 17               | 000539       | 32.86           |
|          |                           |   | <b>Total</b> | <b>1,039.33</b> |

It was proposed by Councillor Hall and seconded by Councillor Nicholls and

**Resolved (without opposition)**

**that the above accounts be approved for payment.**

## 17.17 Planning applications

Councillors Hall and County Councillor Wild had declared prejudicial interest in individual planning applications and left the meeting at the point when the relevant planning application was discussed.

*Applications:*

Ref. No: 17/01329/FUL | Validated: Mon 20 Mar 2017 | Status: Awaiting decision  
Erection of extension and conversion of existing garage outbuilding to provide ancillary self contained accommodation  
Grange Cottage 6 Cound Shrewsbury Shropshire SY5 6EJ

Ref. No: 17/01340/FUL | Validated: Tue 21 Mar 2017 | Status: Awaiting decision  
Erection of a two storey side extension, open porch to front, canopy roof to rear and detached store  
1 New Cottages Cound Shrewsbury Shropshire SY5 6EH

Ref. No: 17/01489/FUL | Validated: Wed 05 Apr 2017 | Status: Awaiting decision  
Erection of front and side extensions following demolition of existing flat roof garage and dormer window on front elevation; replacement of rear flat roofed utility extension with pitched roof alongside the proposed balcony and associated works  
Honeysuckle Cottage Cound Moor Shrewsbury Shropshire SY5 6AY

Ref. No: 17/02080/FUL | Validated: Thu 11 May 2017 | Status: Awaiting decision  
Erection of single storey rear extension.  
Bull Farm Cottage Acton Burnell Shrewsbury Shropshire SY5 6NL

*Approvals:*

Ref. No: 17/01180/AGR | Validated: Fri 10 Mar 2017 | Status: Prior Approval Not Required  
Steel portal framed agricultural storage building  
Highlands Farm Kenley Shrewsbury Shropshire SY5 6NJ

Ref. No: 17/01349/TPO | Validated: Wed 22 Mar 2017 | Status: Granted  
To fell 12 No. Larch trees and ongoing maintenance programme (as per schedule) protected by Shrewsbury and Atcham Borough Council (Land at and Adjacent to the Riverside Inn, Cound) Tree Preservation Order 2002  
Lisbree House Cound Shrewsbury Shropshire SY5 6AF

*Refused:*

Ref 17/00842/AMP Received 16 Feb 2017 Refused 09/03/17  
Non material amendment to previously approved planning permission 14/01314/FUL. Erection of a new porch and first floor extension over existing single storey element; internal alterations  
Grange Cottage, Harnage SY5 6EJ

**No objections nor comments were recorded on any of the above planning applications.**

## **18.17 Correspondence**

The following correspondence had been received since the last meeting:

- Precept payment 2017/18 approved at £3,200
- Fly tipping of tyres in Cound Stank had been reported by a resident. The Clerk contacted Shropshire Council and the tyres were removed
- BT payphone consultation, final outcome - the payphone in Cound will stay for the time being
- Defibrillator contribution £250 received from Cound Tennis Club
- Village of the Year - a TV 'flyer' had been received asking if Cound wanted to be considered to take part in a TV programme. The Council recorded no interest in this.
- Shropshire Rural Communities Charity (RCC) re updating the Parish Plan  
The possibility of revisiting the Parish Plan will be included as an item on the meeting agenda for the July 17 meeting
- Transparency Code funding 2017/18 - further funding is available for this year. It was agreed that the Clerk should prepare an application for the current year to be presented for approval at the July Parish Council meeting
- Environmental Maintenance 2017/18 grant to be received is only 55% of the amount applied for, £517, leaving a shortfall of £423.  
In future years the Council will need to make up the shortfall on the grant. An item will be included in the Sept 17 agenda to discuss this.

#### 19.17 Date and times of 2017/18 meetings

The next meeting will be held on Monday 5<sup>th</sup> June at 7.30pm at The Guildhall, Cound. This is an extraordinary meeting specifically to discuss and approve the 2016/17 accounts and the annual return.

Future meeting dates for 2017/18 are:

Thursday 20 July 2017 at 7.30 pm at The Guildhall, Cound

Thursday 21 September 2017 at 7.30 pm at The Guildhall, Cound

Thursday 16 November 2017 at 7.30 pm at Coundmoor Village Hall

Thursday 18 January 2018 at 7.30 pm at Coundmoor Village Hall

Thursday 15 March 2018 at 7.30 pm at Coundmoor Village Hall

Thursday 17 May 2018 at 7.30 pm at The Guildhall, Cound (APM and AGM)

Thursday 19 July 2018 at 7.30 pm at The Guildhall, Cound

The Chairman thanked everybody for attending and the meeting closed at 9.00pm.

Signed by Chairman: \_\_\_\_\_

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