



Minutes of a meeting of Atcham Parish Council held on Wednesday 13th March 2024 at 7.30pm in Atcham Memorial Hall

24/018 REGISTER OF ATTENDANCE and APOLOGIES FOR ABSENCE

Present: Cllrs Laura Dixon (Chairman), Simon Adney, Keith Daley, Robert Trow.

Apologies: Apologies were accepted from Cllrs Stephen Cook, Martin Ruston, and Colin Wildblood.

Clerk: Alison Utting

Also: SC Cllr Claire Wild, Adrian Tacchi (Sovereign Park Residents' Association). 8 members of the public.

24/019 PUBLIC PARTICIPATION SESSION

Proposed footpath – A member of the public presented a report proposing a safe footpath between Atcham and Cross Houses. Copies of the document were given to councillors and will be shared on the Parish Council website. This will be an agenda item at the Annual Community Meeting in May.

Parking problems – Feedback was invited on the draft questionnaire (see item 24/025). All present were happy with it. Regarding the present situation, it was suggested that the local policing team be invited to the May meeting.

Extra car park for Mytton & Mermaid – The Chair shared an email from Brunning & Price. James Killick is no longer employed by them. The car park application process is now in the hands of Dee Sturman (Project Manager) and Berrys planning consultancy (acting on behalf of Longner Estate). The plans have not yet been submitted for 'pre-app' approval. This means that the previously-stated hope to have the car park up and running by late spring is completely unrealistic, even if it goes through planning without any problems.

Mytton & Mermaid extra capacity – It was reported by residents that extra outdoor seating has been set up by the riverbank, providing an additional 60 covers

(approx.) Councillors agreed that the Clerk should contact B&P to raise this, along with other issues.

Debris in river – A resident reported that they had submitted a request and photos to DEFRA and were hopeful that the debris collecting in the area of the bridges would soon be removed.

24/020 DECLARATIONS OF INTEREST – None.

24/021 MINUTES - It was resolved that the Chairman should sign the minutes of the parish council meeting held on 17th January 2024 as a true and correct record of that meeting.

24/022 PROGRESS REPORT

- a) **Lloyds online banking** – Access has been cancelled for the locum clerk but the previous permanent clerk is still registered. Clerk to action.
- b) **Planters** – Salop Leisure’s contractor hopes to complete the planting up this week.
- c) **Memorial Hall wifi installation** – This should be completed shortly, after delays caused by the supplier.
- d) **VAS signs** – To be on future agenda.

24/023 SHROPSHIRE COUNCILLOR’S REPORT

Cllr Claire Wild reported that the proposed road repair work at Berwick Wharf (15th - 25th March) will be carried out in two stages, so that egress from Attingham should be straightforward (although obviously subject to a diversion route). Local residents and businesses are invited to liaise with the workforce once they have arrived.

Cllr Wild will keep the Parish Council updated with any information regarding the work on the B4380 through the village.

Latest news on closures and diversions will be made available on the Parish Council website and Facebook page.

24/024 ANY OTHER REPORTS

Sovereign Park Residents’ Association – Adrian Tacchi reported that a long list of actions has been agreed by the management company, to bring the development up to the standard agreed when planning permission was granted. This includes replacement of dead trees, planting many metres of hedgerow, putting in planted areas, planting around balancing pools, etc. The Residents’ Association is very grateful for the Parish Council grant which enabled them to access the legal advice they needed to make this happen. The next stage will be to discover what obstacles are preventing the roads being adopted by Shropshire Council. Adrian also reported

that volunteers are planning a neighbourhood litter pick. He also expressed willingness to help with the distribution and collecting of questionnaires (item 24/025).

24/025 PARKING PROPOSALS

- a) Council resolved to go ahead with the distribution of the **questionnaire** as per draft format. Atcham area to be delivered with the Parish Pump (early April) and Sovereign Park to be delivered by the Residents' Association. Replies to be received back by end of April. Council agreed to the following spending: Colour printing (approx. £108), stamps for reply envelopes (approx. £80), purchase of envelopes. Prop: SA, Sec: RT, *nem.con*.
- b) Council agreed to defer a decision on whether to apply for **Keep Clear and H-markings** until the results of the questionnaire are known (May meeting). Prop: KD, Sec: SA, *nem.con*.

24/026 PURCHASES

- a) **Replacement bench** – Council agreed to replace the bus stop bench (in the hedge outside Attingham gates) with a recycled plastic bench (Earth Anchors Surrey seat in brown) at a cost of approx. £600 + VAT. Inc. delivery and fixings. This will be subject to approval by the National Trust. It was agreed that if they ask for a wooden seat instead, they will be asked to provide and maintain it.
- b) **Plaque for planters** – This to be put on future agenda (pending completion).
- c) **Notice board** – The proposed notice board (being donated by Brunning & Price) was approved by the Parish Council. This notice board being made of wood, the Parish Council is hopeful that Brunning & Price will include its maintenance along with their own outdoor maintenance schedule.

24/027 PROPOSALS FOR CROSS HOUSES LANE

Cllr Wild explained that the main purpose of these proposals is to discourage heavy vehicles from using the lane. It will not affect agricultural vehicles. It will mainly be a case of installing signage to deter use of the lane by HGVs – e.g. weight limit signs, 'ignore satnav' signs. The Parish Council was supportive of the proposals.

24/028 ATCHAM AIRFIELD MEMORIAL

The unveiling will be on Thursday 11th April at 10.30am at Atcham Business Park. It will be unveiled by Kenneth Bannerman, Director of the Airfields of Britain Conservation Trust (who are donating the memorial) and Cllr Colin Wildblood, Chairman of

Atcham Parish Council. Clerk to produce a poster which will be put up on the notice board, in the Memorial Hall, church, and pub (LD).

24/029 PLANNING

a) There following planning applications were considered:

Reference: **24/00781/FUL**

Address: 11 The Glebe, Atcham SY5 6QL

Proposal: Erection of two-storey side and single-story rear extensions, and front porch

APC decision: Support

Reference: **24/00969/FUL**

Address: Home View, Thieves Lane, Atcham SY5 6HX

Proposal: Single-story extension

APC decision: Support

b) There were no **planning decisions** published in advance of this meeting.

24/030 FINANCE

a) Council noted the following **payments** made since the last meeting:

Amount	Details	Power to spend
315.80	Clerk's salary (Feb)	LGA 1972 s112
76.40	PAYE (month 11)	LGA 1972 s112
11.99	Website fee (Feb)	LGA 1972 s142

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

Amount	Details	Power to spend
315.60	Clerk's salary (Mar)	LGA 1972 s112
76.40	PAYE (month 12)	LGA 1972 s112
45.70	Clerk's expenses	LGA 1972 s112
350.00	Parish Pump newsletter contribution	LGA 1972 s142
40.00	Room hire for meetings (Dec-Mar)	LGA 1972 s134 (1-3)
11.99	Website fee (Mar)	LGA 1972 s142
59.84	SLCC Membership fee (previous clerk)	LGA 1972 s142

It was noted that £16.45 was received in bank interest for Feb.

b) Council approved the **accounts** and **bank reconciliation** to date.

- c) Council noted that APC will receive £7384.57 **Neighbourhood Fund** money in the coming financial year.

24/031 LEGAL MATTERS

- a) Council approved the **Risk Assessment**, dated March 2024. Prop: RT, Sec: KD, *nem.con*. It was noted that a Data Protection Policy will be adopted at the next meeting.
- b) Council agreed to appoint the same **Internal Auditor** as last year at a cost of £49.

24/032 PUBLIC SPACE PROTECTION ORDER (PSPO) - Council agreed their responses to Shropshire Council's proposed order regarding dogs in public spaces and instructed the Clerk to respond on their behalf to the survey.

24/033 PARISH MATTERS – Nothing was raised.

24/034 CORRESPONDENCE

- a) School of Coding – free courses available
- b) SC Highways – appointment of Juan Hernandez as Alliance Executive Lead for Street Scene.
- c) Early Help Update (SC) - lots of really helpful information for families with children
- d) Warning from SC about cold callers promising 'energy efficiency and improvements'. Please make vulnerable people aware.
- e) Hospitals Transformation Programme (Shropshire NHS) - update.
- f) The Big Lunch 1st & 2nd June 2024 – communities coming together.
- g) Marches Energy Grant – deadline extended (to give more businesses the chance to access free advice, and funding for eligible projects.)
- h) Leader Update from Lezley Picton (forwarded to Cllrs)
- i) Easter Holidays Activities & Food (HAF) programme (see Shropshire Council website)
- j) SALC - new training opportunities available.
- k) **Highways**

PLANNED ROAD CLOSURE: Friday 15th - Monday 25th March 9.30am - 4pm (not weekends). Atcham to Berwick Wharf. Patching work prior to surface dressing (Shropshire Council)

CRESSAGE BRIDGE has now reopened. It will close for one day on 5th April for a routine inspection (delayed because of repair works).

24/035 NEXT MEETING – To note that the **Annual Community Meeting** will be held on Wednesday 8th May 2024 at 7pm, followed by the Annual Meeting of the Parish Council at 7.30pm.

23/036 EXCLUSION OF PRESS AND PUBLIC - *Council resolved that members of the press and public be excluded from the meeting during consideration of the following agenda item to progress a confidential staffing matter, in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and the Data Protection Act 1998.*

23/037 STAFFING COMMITTEE – Council received a report from the Staffing Committee and agreed to its recommendations. The Clerk has completed her probation period to the satisfaction of both parties and is therefore now on a permanent contract.

The Chairman declared the meeting closed at 9.15pm.

Signed: _____ Date: _____

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