

CLEE ST. MARGARET PARISH COUNCIL

Minutes of the Ordinary Meeting on Monday 15th January 2024.

Attendance: Cllrs Helen Robinson (Chair), Ian Heighway, John Heighway, Ken Jackson, Tamsin Osler and Scarlett Penn. H Coonick (Clerk/RFO).

- 1. RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:** Cllr Richard Morgan
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST:** Cllr J Heighway (Item 7.1) and Cllr I Heighway (Item 8.1).
- 3. TO APPROVE the MINUTES of the PARISH COUNCIL MEETING held on 27th November 2023**
RESOLVED: to accept as a correct record. Signed by the Chair.
- 4. PUBLIC SESSION:** No comments.
- 5. PLANNING:** There had been no planning applications.
- 6. REPORTS FROM REPRESENTATIVES**
 - 6.1. Shropshire Council – Cllr Cecilia Motley** had not sent a report.
 - 6.2. Village Hall – Cllr John Heighway** had nothing to report.
 - 6.3. Commoners Association – Cllr Ian Heighway** stated that the meeting on the 9th January had been postponed.
 - 6.4. South Shropshire Area Committee** – a meeting is planned for January. The Clerk will circulate the agenda and will also be attending herself.
- 7. THE COMMON**
 - 7.1. Update on the Countryside Stewardship Scheme (CSS):** A brief report had been received from Mrs Peake and Sue Steer. The Rural Payments Agency is still considering the recommendations of Natural England and no offer has yet been made. The Commoner's Committee has applied for a 10-year scheme which includes reducing the grazing level and having no sheep grazing for a period during the Winter and no supplementary feeding. Some bracken and rush control and further work on 'Slow the Flow' and fencing on the boundary of the common and some replacement gates. The Commoners Committee have asked the Parish Council to provide capital for the fencing which will be reimbursed at a certain level by the scheme. This will help the Parish Council towards its responsibility to properly fence the common. If the application is successful there will need to be an internal agreement between the Commoners Committee and the Parish Council as freeholders of the common, this would be discussed at an Extraordinary Parish Council Meeting.
 - 7.2. Update on Repairs to the Tank on the Quarry:** Mr Cholmeley reported that the tank had now been stabilised.
 - 7.3. Update on Pole Gutter Cottage:** The Clerk reported that both Shropshire Council and the owner are aware of the condition of the cottage.
 - 7.4. Fencing Between Neighbouring Land and The Common:** See item 7.1 above.
 - 7.5. Charles Nelson – Orienteering Event 18th and 19th April 2026:** Agreed with a total of one vehicle to access the common during the event.
 - 7.6. Mark Williams, Six Summits Challenge 6th May 2024 Including Vehicle Access:** Agreed with a total of one vehicle to access the common.
 - 7.7. Decide on Action Regarding Fly Tipping at Marshgate:** this matter is being dealt with.

Matters to Note: Fearn Archaeology will have their last presentation on 22nd February. The pipe on the pond on the Yeld has been lowered so should prevent overspill. The gate below Yew Tree Cottage needs repair or replacement.

8. Correspondence

- 8.1. From Ms P Bolton and Mr D Massey re Permissions:** The Clerk reported that she had received letters from both Ms Bolton and Mr Massey regarding access to their properties. She is waiting for further communication from other owners. The matter of permissions will be discussed at the next Ordinary Parish Council meeting. The Commoners Committee wish to know the details of permissions being granted and will be invited to attend the next Parish Council meeting to make comment during the public session. The Clerk was asked to write to those who have rights of way asking them not to lay gravel or park on the common itself and to try not to drive over the common during wet periods.

CLERK/RFO: Heather Coonick, Hopton Gate Cottage, Haytons Bent, Ludlow Shropshire SY8 2BE

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9. GENERAL COUNCIL BUSINESS

9.1. Consider Duties to Conserve and Enhance Biodiversity (Environment Act 2021): The Biodiversity Plan should be included in the Annual Parish Meeting.

RESOLVED: To adopt the policy and plan which can be updated at any point. They will be published on the Parish Council website.

9.2. Update on the Access to Work Application: The Clerk reported that several pieces of equipment had been provided to her by the government scheme and she had received training in their use. They were proving to be very effective at enabling her to hear participants of meetings.

9.3. Damage to the Pavement on the Ford – For Information Only: A resident has reported this issue to Shropshire Council after a delivery lorry damaged the pavement.

RESOLVED: to request a size and weight limit on the ford to prevent future damage.

9.4. Agree to use Hugo Fox as Hosts for the Parish Council Website:

RESOLVED: to use Hugo Fox and set up a direct debit for annual payment.

9.5. Motorbikes on Byways: the council has received reports of two incidents which involved motorbikes travelling along restricted lanes within the parish. Issues should be reported to the police.

RESOLVED: to ensure that Ordnance Survey have the correct information regarding restricted routes.

9.6. Ash Die Back Scheme: A scheme for landowners to apply for grants to deal with Ash Die Back was discussed. No action to be taken at this point.

9.7. Consider Live Streaming of Parish Council Meetings: A property owner who resides abroad wished to join the next meeting via Live Streaming.

RESOLVED: not to Live Stream Parish Council meetings but would like to ensure everyone can raise issues via the Clerk or proxies during the public section of meetings.

10. FINANCE

10.1. Investment Advisory Group Report and Review of Investments: Cllr Jackson reported that there has been a steady income in the region of £500 per month from the investments during the year. The investment stands at £122,408 at present. He presented a list of investments which councillors will review and make comment upon at the next meeting.

10.2. Adopt the Investment Strategy: Cllr Jackson will add 'with due reference to the Parish Council's Biodiversity Policy and the Environment Act' as a fourth consideration when making investment decisions.

RESOLVED: to adopt the strategy with the above alterations.

10.3. Update on Investment Signatory Changes: The Clerk reported that the signatory changes had been completed.

10.4. Authorise Payments – Natasha Leigh-Willets (War Memorial Information) £20, H Coonick (reimbursement for defibrillator pad, stationery, postage) £124.74, Hugo Fox (website) £11.99 and set up direct debit, Mr G Chomeley (Materials for Repairs to Tank on Common) £113.92, Mr C Rowe (Environmental Maintenance) £54.

10.5. Consider the Draft Budget and Set a Precept if necessary for 2024-25: Two drafts were presented, one assuming that the CSS is successful, the other assuming it is not. The final budget will be agreed once the outcome of the application for the CSS is known. There is sufficient funding in the accounts to not require a parish precept

RESOLVED: inform Shropshire Council that a precept is not required for the coming financial year.

10.6. Agree the Auditor for 2024-2025: Mr Jon Kail is willing to continue as internal auditor.

RESOLVED: to appoint Mr Kail as the internal auditor for 2024-2025.

11. ITEMS FOR POSSIBLE INCLUSION IN THE NEXT MEETING at 7.30pm 26th February 2024: a. Countryside Stewardship Scheme b. Permissions c. Ordnance Survey re Restricted Routes. d. Investments e. Draft Budget

Signed by the Chair:

Date: