

# **CLEE ST. MARGARET PARISH COUNCIL**

## **Minutes of the Ordinary Parish Council Meeting on Monday 5<sup>th</sup> September 2022**

**Attendance:** Cllrs Helen Robinson (Chair), Ian Heighway, John Heighway, Richard Morgan, Tamsin Osler and Scarlett Penn.

- 1. APOLOGIES FOR ABSENCE:** Cllr Ken Jackson
- 2. DECLARATIONS OF INTEREST:** None
- 3. MINUTES of the PARISH COUNCIL MEETING held on 11<sup>th</sup> July 2022:** Approved. Prop Cllr Ian Heighway 2<sup>nd</sup> Cllr Osler.
- 4. PUBLIC SESSION** One member of the public in attendance.
- 5. GENERAL COUNCIL BUSINESS**
  - 5.1. Charity Donations as Percentage of Income:** It was decided that the Jubilee benches would not be taken into account when deciding upon the amount of money to donate to charity. Councillors will let the Clerk know of potential charities for consideration at the next meeting.
  - 5.2. Email and Domain:** The Parish Council email address is now [clee.org.uk@gmail.com](mailto:clee.org.uk@gmail.com). The Clerk will adjust the settings on the domain and review in December.
  - 5.3. SmartWater Roll Out and Signage:** The kits are due to be distributed over the next month and it was decided that A4 signs will be placed on entry points to the Parish.
  - 5.4. Risk Assessment:** Adopted with minor adjustment and to be uploaded to the Parish Council website and shared with the Commoners Association.
  - 5.5. Decide on Communication Methods with the Parish:** Minutes and agendas will be placed on all 6 Parish notice boards, the Parish website and the Google Group. The website does allow users to receive an email when updates occur.
  - 5.6. Decide on Action Regarding Carbon Literacy Project:** The Clerk will contact Allan Wilson regarding what the Carbon Literacy Project has to offer and invite him to speak at a future Council meeting.
  - 5.7. Defibrillator Software Update Requirement:** The Clerk will arrange for the defibrillator at Cockshutford to be returned to the manufacturer for a software update. The Circuit will be notified of when the unit is not operational.
- 6. REPORTS FROM REPRESENTATIVES**
  - 6.1. Shropshire Council – Cllr Cecilia Motley** reported that the Planning Committee had done a site visit to The Mill before their meeting at which they voted to refuse permission. Veolia is changing its bin collection days, probably in October. Veolia is offering environmental grants to local groups. She advises the Parish to update its Parish Plan. An integrated Care system is being introduced in Shropshire involving health care, public health and the local authority. The main A&E will be in Shrewsbury.
  - 6.2. Village Hall – Cllr Scarlet Penn** reported that the Village Hall Committee thanked the Parish Council for the new Jubilee benches. They have decided to clear vegetation from the Car Park. Comments had been received that it was pleasing to see the Village Hall being used more frequently.
  - 6.3. Commoners Association – Cllr Ian Heighway** reported that there had not been a meeting since the last Parish Council meeting.
  - 6.4. Our Upland Commons – Cllr Ian Heighway** reported that there were plans for a Habitat Management Meeting for The Common which would feed into the new Management Plan. There were ongoing discussions about insurance for the use of the Robocutter next year.
- 7. PLANNING**
  - 7.1. [22/03553/FUL](#), The Yeld, Clee St Margaret SY7 9DT Erection of a two storey and remodelling of the existing property:** Cllr I Heighway proposed to support the application. 2<sup>nd</sup> Cllr John Heighway. Council resolved to support the application after a vote with 5 in support and 1 abstention.
  - 7.2. [22/02338/FUL](#) Update on The Mill:** This application was refused at the Shropshire Council Planning Committee Meeting. The applicant has the opportunity to appeal the decision.

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## 8. THE COMMON

- 8.1. **Preparations for a New Maintenance Plan:** Recent surveys, the Habitat Management Meeting outcomes and the comments from the last Parish Meeting will be used to inform the new plan.
- 8.2. **Stone Road Gate Padlock and Keys, Update on Works and Contact Telephone Numbers:** Cllr John Heighway will look into a padlock with controlled keys. The telephone numbers on the signs will be updated.
- 8.3. **Thornwell Track Reinforcement:** A membrane was not used for the majority of the work. It was decided not to take any action at this point.
- 8.4. **Unauthorised Tree Works:** The Council has written to the party involved and asked for the work to cease and to notify the Parish Council of any issues of concern.
- 8.5. **Repairs to Fencing at Marsh Gate:** The fence will be replaced with an authorised expenditure up to £600. Proposed by Cllr John Heighway 2<sup>nd</sup> Cllr Morgan.

## 9. THE VILLAGE

- 9.1. **Reduce the Speed of Tractors Travelling Through the Village:** It is very unlikely that tractors are exceeding the speed limit through the village, but the Parish Council would ask that they are driven with care especially when towing wide equipment.

## 10. FINANCE

- 10.1. **The Accounts, Expenditure Against Budget and Bank Reconciliation:** The Current Account holds £2,519.46 as of the 12/8/22 and the Savings Accounts holds £22,630 as of the 9/8/22. The Hargreave Lansdown Investment account holds £125,457.60 of which £17,143.65 is cash. The Accounts reconcile with the bank statement which was signed by Cllr Robinson. Prop by Cllr J Heighway, 2<sup>nd</sup> Cllr I Heighway.
- 10.2. **Investment Advisory Group Report and Decide on Investment Policy and Delegated Powers:** The decision on investing the cash held in the Hargreave Lansdown account was deferred until the next meeting when more information will be made available regarding the costs of a financial adviser, the Council's arrangements with Hargreave Lansdown and advise on investments from NALC.
- 10.3. **Remove Signatories and Sign Bank Mandate:** The mandate removing Mr Mike Hardingham and Mr David Palmer as signatories from the Lloyds Bank Accounts was signed.
- 10.4. **Authorise Payments –** H Coonick £879.84 (Salary July-Sept), £15.20 (Reimbursement for Stationary), CILCA training for Clerk, £165. P Massey £2,400 (Bracken Crushing) and £50 (Bracken Crusher Repairs). Tim Bennett £480(Thistle Topping). Fence Repairs up to £600. Donations deferred to the next meeting. Commoners Compensation will be paid as per previous years. Electricity Supply to Defibrillators £15 per annum for all three providers.
- 10.5. **External Auditor:** It was decided not to opt out of the External Auditor Scheme.

11. **ITEMS FOR POSSIBLE INCLUSION IN THE NEXT MEETING at 7.30pm 10<sup>th</sup> October 2022:** a. Parish Plan b. Donations c. Investment Policy d. Carbon Literacy Project e. New Maintenance Plan

Signed by the Chair:

Date: