

CLEE ST. MARGAR ET PARISH COUNCIL MEETING

Draft Minutes of the Ordinary Meeting on Monday 14th March 2022 at 7.30 p.m. in the Village Hall

Attendance: Chair Cllr M Hardingham, Cllrs T Osler, I Heighway, J Heighway, K Jackson, S Penn and H Robinson. Cllr C Motley (Shropshire Council) H Coonick (Locum Clerk/RFO).

Cllr Hardingham reported on the sad death of Lewis Morgan who served the Parish in many ways over many years.

- 1. RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE: Cllr Robinson**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST: Cllr Hardingham (Item 8.2)**
- 3. MINUTES: The minutes of the Ordinary Parish Council meeting held on 24th January 2022 were approved and signed. Prop Cllr Jackson 2nd Cllr Osler**
- 4. PUBLIC SESSION: Sue Kail thanked Cllr Jackson for the excellent notice board in the centre of the village. She reported that the DBS checks for the defibrillator responders were up to date but there are now only 4 responders so more are needed. The Clerk agreed to check the expiry dates of the defibrillator pads and batteries.**
- 5. GENERAL COUNCIL BUSINESS**
 - 5.1. By-election Results and New Councillor:** Cllr Hardingham welcomed Cllr Ian Heighway after a 'no contest' election. Cllr I Heighway signed the Acceptance of Office and Declaration of Interest form.
 - 5.2. Annual Parish Meeting Agenda:** The agenda was agreed with the addition of a request for volunteers to be defibrillator responders.
 - 5.3. The Code of Conduct and Complaints Policy:** Both were adopted with the agreement to change the wording from Chairman to Chair in the Complaints Policy.
 - 5.4. Recruitment of Permanent Clerk and Extension of Locum Contract:** It was agreed to continue the temporary contract for the Locum Clerk (H Coonick) for a further 3 months. Prop Cllr Hardingham 2nd Cllr J Heighway.
 - 5.5. Opt-In Email Distribution List for Council Communications to the Parish:** It was agreed to gauge the interest at the Parish Meeting and then make a decision at the next meeting. If there is sufficient interest, paper communications to those who register for the email communications will be phased out.
 - 5.6. Policing Charter:** The Clerk was asked to invite the police to attend a meeting to discuss thefts and that the two community issues for the Parish Contract should remain as thefts and speeding.

Cllr Motley joined the meeting.

6. CORRESPONDENCE

- 6.1. Government Consultation on the Glover Landscapes Review –** It was agreed to respond to the consultation that the Parish Council does not support off-roading in the AONB. Prop Cllr Osler 2nd Cllr Penn.

7. REPORTS FROM REPRESENTATIVES

- 7.1. Shropshire Council:** Cllr Cecilia Motley reported that she is now a member of Shropshire Council's cabinet. Michael Gove has proposed that Shropshire Council and Telford and Wrekin

should team up to have a joint Mayor and make joint funding applications. Shropshire Council is not keen on this proposal. Shropshire Public Health funding is 3rd lowest in the country. An application for funding for a demand responsive public transport system has been made to government. She stressed the importance of Parishes considering the Community Governance Review which may look at parish boundaries and combining smaller parishes.

- 7.2. Village Hall** – Cllr Scarlet Penn reported that there had been several meetings and there is an appetite for organising more events. An ash tree in the grounds has been felled. They are looking are making a bar. The bookings secretary is now Lucy Wells.
- 7.3. Commoners Association** – Cllr Mike Hardingham reported that he had attended a meeting. A letter from the Secretary will be discussed later in relation to the budget.
- 7.4. Our Upland Commons** – Cllr Mike Hardingham attended the last meeting. The archaeologists are meeting on the 29th March to discuss their findings. The Uplands Common did a LIDAR (light detecting and ranging) survey which has produced a 3D map of the Common.

Cllr Motley left the meeting.

8. FINANCE

- 8.1. The Accounts and Bank Reconciliation:** As of the 28th February 2022 The Current Account holds £2,611.58 and the Savings Account £25,337.03 both reconciled with the bank statements. Petty Cash of £31.75 will be transferred to the Current Account. After discussion of the proposal from the Commoners Association a budget of £15,525 was adopted. Prop Cllr Jackson 2nd Cllr Heighway. Unanimous

Cllr Hardingham left the meeting.

- 8.2. Authorise Payments:** Prop Cllr Jackson 2nd Cllr J Heighway. Unanimous.

Commoners Compensation	£267.62	Open Spaces (renew in May 2022)	£45.00
Mulch Mats and pegs (trees)	Up to £200	M Heighway Churchyard Mowing	£757.50
Cllr S Penn (Travel exp)	£11.70	Farlow Farm Nursery (trees)	£436.80
H Coonick Clerk Salary Nov 21- March 22	£1175.20	Inland Revenue (PAYE Clerk)	£293.80
H Coonick (Clerk Travel Exp)	££43.20	H Coonick (Clerk Reimburse for admin material	£15.28

Cllr Hardingham returned to the meeting.

- 8.3. Investment Committee:** Cllr Jackson reported that at present the committee is himself and Cllr Osler. The investment income remains relatively stable producing dividends of approximately £5,000 per annum. The investments are low risk with an estimated yield of 4% per annum.
- 8.4. Insurance:** A new quote from Zurich for the Quad Bike, Flail Topper, Weed Wiper, Robocut and trailer was £1,536.55. The Clerk was asked, with the help of Cllr J Heighway, to seek a quote for the quad bike separately but agreed a total of £1,536.55 as the upper limit for the insurance.
- 8.5. Internal Auditor for 2022-2023:** Mr J Kail has agreed to provide this service and it was agreed to use Mr Kail as the Internal Auditor.
- 8.6. Contested Election Charge for May 2021 Election:** Advance notification with payment required in May 2022 of £409.00. The charge for the March 2022 uncontested election, also payable in May 2022, will be £100.

9. THE COMMON

- 9.1. Annual Maintenance of Bracken and Gorse Control and Topper and Weed Wiper Agreement:** There will be no spraying but weed wiping. The Commoners Committee have been involved in some bracken crushing. It was agreed to present proposals at the Parish Meeting. The agreements

between Clee St Margaret Parish Council and National Trust for Places of Historic Interest and Natural Beauty for the equipment were signed by Cllr Hardingham.

9.2. Procurement and Planting Arrangements for 70 Platinum Jubilee trees and Replacements: The siting of the trees would be confirmed after the Annual Parish Meeting.

9.3. Ground Disturbances: Deferred to the next meeting.

9.4. Discuss Purchase of Wildlife Crime Posters and Setting up a Register of Incidents: Deferred to the next meeting.

9.5. The Common Cause Project – It was agreed that Cllr I Heighway would be the Council representative on the Common Cause Project Committee.

9.6. Retired Councillor Palmer: The Clerk was asked to write to Mr Palmer to thank him for his work as Hill Maintenance Manager over many years. It was agreed that Cllr I Heighway would take on this role and become the Council's representative on Our Uplands Common Committees.

9.7. Access to the Common for the Butterfly Transect: It was agreed to grant Mike Williams of West Midlands Butterfly Conservation access to the Common with a key. The Clerk will get another key cut.

9.8. Car Parks at the Heathamgate and the Yeld Car Park: It was agreed to defer the issue of parking at Heathamgate until the next meeting. It was decided to take no action regarding the reported damage to the surface of the Yeld car park.

10. THE VILLAGE

10.1. A Tree in Memory of Cllr Shalynn Pearson: Cllr Penn was thanked for collecting the tree which will be planted in the grounds of the Village Hall with a plaque 'In Memory of Shalynn Pearson'.

10.2. Platinum Jubilee Celebrations: The Commoners Association are planning to have a beacon on the Common and there will be a Party on the Saturday and Picnic on the Sunday at the Village Hall. Requests for funding for celebrations can be made to the Parish Council for consideration at the next meeting.

10.3. Land Registry Transfer of Part of Registered Title Form Regarding Patch Cottage: It was agreed and signed by Cllr Hardingham. Prop Cllr J Heighway, 2nd Cllr I Heighway.

11. POSSIBLE ITEMS FOR INCLUSION IN THE NEXT MEETING'S AGENDA:

11.1. A Mirror at the junction with Marshgate.

11.2. It was proposed to thank to Mr Rob Woods and Mr Clive Fisher for their assistance in clearing the gorse from Nordy Bank.

12. DATE OF NEXT MEETING: 7.30pm Monday 25th April 2022

Signed by Chair:

Date: