

## KEMBERTON PARISH COUNCIL

### Minutes of the Annual Meeting of Kemberton Parish Council Wednesday 8<sup>th</sup> July 7.30pm Kemberton Village Hall

---

**In attendance:** Cllrs Martyn Bidgood, Angela Blount, Giles Greenwood, Philip Jones, Mark Lea, Mary Wright, the Parish Clerk and one member of the public

#### 20.1 Election of the Chairman

It was proposed, seconded and **resolved**, that Martyn Bidgood continue as Chairman for the ensuing year.

#### 20.2 Declaration of acceptance of office

Martyn Bidgood signed the Declaration of Acceptance of Office.

#### 20.3 Election of the Vice-Chairman

It was proposed, seconded and **resolved**, that James Rennison continue as Vice-Chairman for the ensuing year.

#### 20.4 Chairman welcome and announcements

The Chairman welcomed everyone to the meeting, and thanked them for helping put social distancing and health measures in place.

#### 20.5 Apologies

James Rennison sent in an apology because of a family commitment.

It was proposed, accepted and **resolved**, to accept this apology

#### 20.6 Disclosable Pecuniary Interests

None were received

#### 20.7 Dispensation

None were received

## 20.8 Report from Shropshire Councillor

None at this time

## 20.9 Public Participation Session

The member of the public present had raised Highways issues in the Annual Parish Meeting preceding the Annual Parish Council Meeting. The Chairman advised that he would deal with these issues under Highways

## 20.10 Minutes

It was proposed, seconded and **resolved**, to approve and sign the minutes of 11<sup>th</sup> March 2020

## 20.11 Matters Arising

None at this time

## 20.12 Highways

### 20.12.1 Travelling Community

There was some discussion on the impact on the parish of a recent visit by travellers.

It was reported that a lock was put on the fire hydrant in the village as it is illegal to take water from it.

Cllr Mark Lea reported that a fence had been broken and ponies put to graze on his field. Police did not seem to want to get involved, and advised him that it was a civil and not criminal offence. Shropshire Council would not take action either, and advised Cllr Lea to employ a private bailiff. He did so, a notice was served, and this course of action proved effective.

It was **agreed** that the Parish Clerk should draft a response to Shropshire Council expressing concerns at the impact on the parish and disappointment at the time it took to move trespassers on and the apathetic reaction of the police and Shropshire Council.

### 20.12.2 Condition of the Roads

Mill Lane and Park Lane have been marked out for potholes. Concerns were about the quality of work:

- Some pothole filling has not been completed
- Some of the work is not of high quality
- Parts of Field Lane has been ignored (all of the Lane past Field House)
- Grindle Road has not had any work
- Evelith Lane remains in poor condition

Cllr Angela Blount commented that 'Grindle Road is a track, not a road'.

Cllr Marytn Bidgood commented that it had taken Shropshire Council 'a while to get to us and it's a job half done'

#### 20.12.3. Kemberton Junction

Kemberton Junction has been surveyed, and is on Shropshire Council's schedule as an improvement. The Chairman reported that the Police and Crime Commissioners Office had advised him that money from the Safer Roads Scheme would be allocated towards this project.

#### 20.12.4 Other Highway Matters

Cllr Mark Lea raised the five day road closure planned for August in the middle of the harvest. Parish Clerk confirmed that she had filed a comment on this and would follow the matter up.

#### 20.13 Correspondence

Correspondence had been received from Shropshire Council regarding Renew

"Council is contacting the Parish regarding matters relating to Grindle House Farm and the unauthorised business operating from the site. The Parish will be aware planning permission has been granted at an alternative location to enable the Renew/Imperial Bricks business to relocate away from Grindle House Farm. The Council has recently inspected Grindle House Farm to evaluate the quantity and volume of stock remaining at the site and inspected the new site to assess the level of available storage space at the new location. Alterations have been carried out at the new location which are largely complete to enable the remaining stock at Grindle House Farm to be relocated and the unauthorised use to cease.

With regard to timescales for cessation of the unauthorised use, there is a balance between removing the volume of stock away from the site as quickly as possible whilst not overburdening the local road network and minimising the impact of increased vehicle movements in the short term. The Council has requested the site to be cleared and the unauthorised use to cease no later than the end of September 2020 to which Apley Estates has agreed. The Council will inspect the site following this date to check compliance and will update the Parish following this."

The Parish Council were unanimously of the strongly held view that it had been let down by Shropshire Council - what had been decided by the Inspectorate has not been enforced. Cllr Philip Jones questioned the purpose of been a Parish Council if it was constantly being ignored and overlooked.

It was **agreed** that the Chairman, Martyn Bidgood, would liaise with the Chairs of Sutton Maddock, and Ryton and Grindle, to discuss a joint response about the lack of enforcement.

#### 20.14 Planning Applications Received

There were none at this time

## 20.15 Planning Decisions

The following were noted:

### 20/01653/TCA Kemberton CP

Address Westthorpe Mill Lane Kemberton Shifnal TF11 9LH

Description To Fell 1no Larch tree (T1) and replant with a Robinia tree in the same position within Kemberton Conservation Area.

Status No Objection

Decision No Objection

Updated Date 04 Jun 2020, Validated Date 28 Apr 2020, Order By Date 04 Jun 2020

### 20/00534/CPE Kemberton CP

Address The Timbers Grooms Lane Kemberton Shifnal Shropshire TF11 9LS

Description Application for Lawful Development Certificate for the existing timber conservatory at rear of dwelling

Status Lawful

Decision Certificate - Lawful

Updated Date 28 Apr 2020, Validated Date 13 Feb 2020, Order By Date 28 Apr 2020

### 20/00547/FUL Kemberton CP

Address The Grove Field Lane Kemberton Shifnal Shropshire TF11 9LR

Description Conversion of garage/office/storage building to form residential annex (amended description)

Status Granted

Decision Grant Permission, Updated Date 23 Apr 2020, Validated Date 12 Feb 2020

Order By Date 23 Apr 2020

### 20/00569/TCA Kemberton CP

Address Heathmount Mill Lane Kemberton Shifnal TF11 9LU

Description Reduce height by 5 to 6 metres and shape lower branches of 1no Poplar within Kemberton Conservation Area

Status Consent By Right - Trees

Decision Consent by Right - Trees

Updated Date 30 Mar 2020 Validated Date 12 Feb 2020 Order By Date 30 Mar 2020

### 20/00689/DIS Kemberton CP

Address Hillfields 11 Mill Lane Kemberton Shifnal TF11 9LU

Description Discharge of conditions 3 (materials) and 4 (tree protection) on planning permission 19/05134/FUL for erection of detached summer house/office building

Status Discharge Conditions Part Approved

Decision Discharge Conditions Part Approved

Updated Date 12 Mar 2020

Validated Date 18 Feb 202, Order By Date 12 Mar 2020

## 20.16 FINANCE

20.16.1 It was proposed, accepted and **resolved**, to approve and sign the following payments:

Cheque Number	Payee	Description	Amount
503	BHB Insurance	Insurance for 2020-21	£220.69
507	Clerk	Salary Q1	£259.51
505	HMRC	Tax Q1	£62.60
Direct debit	ICO	Fees – reduction for DD	£35
506	SALC	Fees	£156.45

20.16.2 It was proposed, seconded and **resolved** to accept the following:

- i) Reconciliation and Bank Statements for the month of March 2020
- ii) Receipts and Payments including income and expenditure spreadsheets for year end March 2020
- iii) Signing of the Certificate of Exemption
- iv) Signing of the Annual Governance Form
- v) Signing of the Annual Return for 2019-20
- vi) Confirm exercise of public rights for 16<sup>th</sup> July to 26<sup>th</sup> August

a) Internal Audit

20.16.3 It was proposed, seconded and **resolved** to accept the Internal Audit

It was noted that the Internal Auditor made the following comments:-

- There is an error on the date of the minutes of 10<sup>th</sup> July
- The attendance sheet for September is dated 13<sup>th</sup> but the meeting was on 11<sup>th</sup>
- He requests that the Parish Clerk submits vouchers for mileage in the upcoming financial year

20.16.4 Pension Regulation

It was noted that the Parish Clerk has filed a declaration to the Pensions Regulator

20.16.5 Online Banking

The Parish Clerk said that if there were further lockdown restrictions, being able to use online banking would be helpful. There was some discussion on the implications of security and the process for approving payments. The Parish Clerk said that approving payments would be the same as now but the payment would be by BACS not by cheque. SALC (Shropshire Association of Local Councils) advice is that the safest way for a Parish Council to do internet banking is to have an administrator set up the transaction and two signatories authorise it. Most banks offer this facility but it would need to be checked with the Council's bank.

It was proposed, seconded and **resolved** to move to online banking, subject to satisfactory security arrangements.

It was proposed, seconded and **resolved**, to add the Clerk as an administrator on the Parish Council's bank accounts.

## 20.17 Environment

### 20.17.1 Dog fouling

The Chairman has received several complaints about the amount of dog fouling in the village. It was commented that Field Lane had been particularly bad. The recent lockdown restrictions had meant that more people had time to walk about the village. There was some discussion on the potential for anti-fouling signs and their possible usefulness.

It was agreed that a reminder to villagers about dog fouling and consideration to others was put in in the newsletter report.

### 20.17.2 Other Environmental matters

None at this time

## 20.18 Any Other Parish Matters

### Footpaths

Cllr Mark Lea has had several complaints from the public about the footpath by Hall Meadows. It has difficult to get past, overgrown, and has been moved to the field boundary rather than the diagonal path across the field. There is an electric fence up. There was some discussion on the width of the path and whether it still follows the public footpath route.

Cllr Mark Lea also reported that he had had members of the public comment on the obstructions on the footpath by Kemberton Mill. It looks like it has been re-routed without permission.

There was also some discussion about the path by the Linway over the old airfield. The Parish Clerk said she would follow up these queries with Shirehall.

### Hedegrows

Cllr Martyn Bidgood said that several members of the public had asked him about removing hedgerows to widen an entrance and if planning permission would be required. The Parish Clerk said she would make enquiries with the Planning Department at Shirehall.

### Village Hall Committee

The Chairman, Martyn Bidgood, had received a request from the Village Hall Committee for a Parish Council Representative. Cllr Giles Greenwood expressed his interest, as he volunteer handyman for the Village Hall.

It was proposed, seconded, and resolved that Cllr Giles Greenwood be the Parish Council Representative for the Village Hall Committee.

#### 20.19 NEXT MEETING

Wednesday September 9th, 2020, at 7.30pm Kemberton Village Hall

#### 20.20 PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the above Act and due to the confidential nature of the following business to be transacted it was be Proposed, Seconded and Resolved that the public and press not be present

#### 20.21 Staffing Matters

It was proposed, seconded, and **resolved** that the Parish Clerk's salary be raised to £313.92 per quarter.