

COUND PARISH COUNCIL

Chairman:	Cllr S D Scott Harnage Grange Cressage Shrewsbury SY5 6EB	Clerk:	Kathy Symonds 6, The Barns Upper Cound Farm Shrewsbury SY5 6BL
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MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.30pm ON 15th MARCH 2018 AT THE COUND MOOR VILLAGE HALL

Present: Parish Councillors S. Scott (Chairman) T Roberts (Vice Chairman), L Clutterbuck, S Green, S. James, J Hall, J Nichols, R. Sartain, M. Smith

Clerk: Kathy Symonds

83.17 Apologies for Absence
All Councillors were present

84.17 Declarations of Interest
There were no declarations of interest.

85.17 Public Session and Matters of Concern/Parish Matters
There were no members of the public present.

86.17 Reports from Shropshire Councillor and/or local Police Officer
Shropshire Councillor Wild had met with the Shropshire Council bridge engineer at Cound Arbour bridge to discuss the work needed. Regarding the planned straightening of the approach, there is no spare capital budget for this until 2021 at the earliest. The engineer will submit his report in due course.

There was no representative from the local Police in attendance.

87.17 Minutes of the Parish Council Meeting held on 18 January 2018
The minutes of the previous meeting were presented.
It was proposed by Councillor Smith and seconded by Councillor Roberts and

Resolved (without opposition)

That the minutes of the Parish Council Meeting held on 18 January 2018 be accepted as a true record.

The minutes were signed accordingly.

88.17 Matters arising from those minutes

Re min. ref 79.17 General Data Protection Regulations (GDPR) effective May 2018, appointment of Data Protection Officer (DPO) Councillor Sartain wished it to be known that he objected to the expenditure on the appointment of the DPO. The Clerk re-iterated that the Council was obliged to appoint a DPO and that approval had been correctly given and minuted at the January meeting.

Re min ref 77.17 regarding the bridleway at Edenwood Farm being blocked. It had been confirmed by the Shropshire Council Rights of Way Mapping & Enforcement Manager that this will be rectified as soon as possible.

89.17 Defibrillators audit check for the period

Councillor Roberts presented the defibrillator audit check for the period up to 15th March 2018. There were no issues to report.

90.17 Update on Cound Arbour bridge

This had been largely covered by Councillor Wild in her report. After some early teething problems the traffic lights on the bridge were now working normally. The work to replace the parapet will take place as soon as possible.

91.17 Footpaths and bridleways

The annual snowdrop walks had taken place recently and Councillor Roberts had received various related emails, including one from an elderly lady suggesting that two of the stiles be replaced with kissing gates for safety and accessibility.

Action: Cllr Scott (as Parish Council Footpaths Officer) will email David Hardwick at Shropshire Council asking some general questions regarding the possibility of changing to kissing gates

92.17 War Memorial - to consider cleaning in advance of the Centenary events

In response to an enquiry from a non-resident regarding cleaning of the War Memorial the Council discussed what would be appropriate and cost effective.

Councillors were in agreement on a light clean using recommended materials and tools.

Councillor James downloaded information on cleaning produced by the War Memorials Trust.

Action: The Clerk will i) locate the invoice for the last cleaning and call the supplier for advice and ii) follow up on the information from the War Memorials Trust
iii) email recommendations to Councillors

93.17 Clerk's Report

The Clerk reported some of the activities she had been involved in since the last meeting and on-going work:

- Minutes and admin from last meeting
- Regular correspondence, bank, bank recs, payments, etc.
- Submitted precept application
- 3 weeks leave
- Dealt with various correspondence on, and met with concerned resident, regarding Cound Arbour bridge
- Contacted DM Payroll Services for a quote for doing GDPR/Data Protection Officer work for PC. Negotiated a price discount
- Audit for GDPR 12th March 18. The annual risk assessment by the appointed DPO had taken place at this meeting. The Clerk reported that there a few actions to be done to become compliant under the new legislation and that she would be working on these before the legislation becomes binding in May.

To do:

- Year end, Internal audit, Annual return
- Insurance quotes for next year
- CilCA
- Consider Parish Plan - deferred until Spring 2018 due to other demands on time

Following the issuing of the Agenda Cllr Roberts had advised the Clerk that there was a capital grant available for improvements to the Guildhall and he notified the Council that the Guildhall Trustees were applying for planning permission for these improvements. The application deadline is 30th June 2018. Cllr Roberts also advised that there should be three Trustees representing the Parish Council on the Guildhall Management Committee but there were currently just two. Cllr Roberts requesting an Agenda item at the May meeting of the Council to appoint/re-appoint the 3 Trustees.

94.17 Financial Statement

i) Accounts for payment February/March 2018

Authorised Payments for Feb/Mar 18 from Treasurers' Account

Date	Payee	Description	Amount
15.03.18	Mrs KJ Symonds	Clerk's net pay Feb/Mar 18	311.72
15.03.18	HMRC	PAYE re Dec/Jan Clerk's salary	78.00
15.03.18	Mrs KJ Symonds	Clerk's expenses Feb/Mar 18	20.30
15.03.18	Cound Moor village hall	Hire of Cound Moor village hall for PC meetings	63.00
Total			473.02

It was proposed by Councillor Roberts and seconded by Councillor Nicholls and

Resolved (without opposition)

that the above accounts be approved for payment.

ii) **Payments pending April 18**

The accounts listed below fall to be paid early in the next financial year:

Advance Authorised Payments for April 18 from Treasurers' Account

Date	Payee	Description	Amount
01.04.18	SALC	SALC/NALC affiliation 2018/19	196.42
01.04.18	DM payroll Services	GDPR audit/ and DPO services	225.00
Total			421.42

It was proposed by Councillor Roberts and seconded by Councillor Clutterbuck and

Resolved (without opposition)

that the above accounts be approved for payment.

iii) **Bank Reconciliation**

The bank was reconciled at £2,472.48 on 15/03/18, being the online banking balances on the date the meeting Agenda was prepared. Of this, 'ring-fenced' cash was £761.89 relating to the Transparency Code funding. The bank reconciliation was agreed and signed by the Chairman.

iv) **Projected year end accounts 2017/18**

The Clerk told the meeting that the projected yearend figures had not moved significantly from those she presented at the last meeting. The balance at the bank at 31/03/18 is projected at £2,628.74.

95.17 Planning applications

Applications:

Reference: 18/00874/FUL (validated: 20/02/2018)

Cound Arbour House Cound Shrewsbury Shropshire SY5 6AF

Description: Creation of an equestrian manege for domestic use

No objections received from Councillors.

Reference: 18/00580/LBC (validated 02/02/2018)

Hooked Hill Barn Golding Acton Pigott Shrewsbury Shropshire SY5 7HJ

Description: Addition of a double glazed hardwood door (to match existing) affecting a grade II listed building

No objections received from Councillors.

Approvals:

Reference: 18/00253/DIS Approved : 14/02/2018 (validated: 15/01/2018)

April Cottage 9 Cound Shrewsbury Shropshire SY5 6EJ

Description: Discharge of condition 2 (Details of Balustrades) 3 (Details of Screening Plants) attached to planning permission 17/05027/FUL Application under Section 73A of the Town and Country Planning Act 1990 for the erection of timber decking area to front and side of annexe. Councillors noted the decision.

Reference: 17/05747/FUL Approved : 22/01/2018 (validated: 29/11/2017)
Mccorquodale House Cound Park Gardens Cound Shrewsbury SY5 6BP
Description: Erection of single storey rear extension
Councillors noted the decision.

96.17 Correspondence

- Various 'Snow drop walk' emails as covered above
- Letter from a resident regarding the lights on Cound Arbour bridge
- NALC: Parliamentary briefing re. concerns about financial burden on PCs of having to appoint an external DPO no matter how small
- Letter from a non-resident regarding 2018 remembrance event/re-engraving on War Memorial, covered above. Clerk replied.
- Various correspondence from residents regarding Cound Arbour Bridge

97.17 Date and time of next meeting

The next meeting will be held on Thursday 17th May 2018 at 7.30 pm at The Guildhall, Cound (APM and AGM).

The Chairman thanked everybody for attending and the meeting closed at 8.30pm.

Signed by Chairman: _____

Date: _____