

# **Minutes of Woore Parish Council Meeting**

**Monday 11<sup>th</sup> April 2022, 9.40pm, Victory Hall, Woore**



## **PRESENT:**

Cllr M. Cowey (Chairman), Cllr K. Davies, Cllr M. Blake, Cllr G. Daville, Cllr R. Goodman, Cllr C. Hamilton, Cllr. M. Carter and Cllr. J. Higgin.

## **IN ATTENDANCE:**

Mrs H. Jackson, Clerk to the Council.

## **PUBLIC:**

There were no members of the public in attendance.

### **21164 Welcome / Present, Apologies and/or absent**

There were no apologies received, although it was noted that Cllr Beeston was not present due to personal commitments.

### **21165 Declarations of Disclosable Pecuniary Interests or any other interests**

No pecuniary interested were declared.

### **21166 Open Forum: to last no longer than 15 minutes.**

No matters were raised by Councillors and no members of the public were present.

**21167 Approval of the Minutes** of the Meeting held on 14<sup>th</sup> March 2022 (Local Government Act 1972, s12p41(1)).

It was **resolved** by majority to approve minutes from the meeting 14<sup>th</sup> March 2022 with no amendments.

**21168 Matters arising:** to cover any matters arising from Minutes of 14<sup>th</sup> March 2022, referred to in 21167.

The Chairman acknowledged correspondence sent by the Clerk on behalf of the Parish Council on 28th March 2022, to Shropshire Council (Tracy Darke, Ffion Horton and Cllr Aldcroft), noting discovery of an email dated 2nd May 2019 in which it is clearly stated that Shropshire Council agree to adopt streetlights on Grove Crescent. It was noted that this is a further 4no Streetlights to be adopted and is a further example of why the Parish Council is questioning the responsibility for all streetlights in the Parish. No response has been received to date and it is unclear as to why this was not actioned at the time.

### **21169 Planning:**

- a) **Applications:** to adopt comments to be submitted in response to the following applications and as circulated to Councillors prior to the meeting;
  - i. Reference: **22/00936/PAAFC** (24th March 2022)  
Address: Onneley Hall Farm, Newcastle Road, Woore, Crewe, Shropshire.  
Proposal: Application for prior approval under Class R of the General Permitted Development Order 2015 (Part 3 of Schedule 2) for the change of use of an agricultural building at the site to a flexible commercial use to allow for classes B1.

Lead Councillor referred to a report circulated prior to the meeting. It was unanimously **resolved** to approve comments of support for the application subject to consultee comments, submitted via delegated powers prior to the meeting.

- ii. Reference: **22/01416/TPO** (28<sup>th</sup> March 2022)  
Address: Bibury, Newcastle Road, Woore, Crewe, Shropshire.  
Proposal: To remove 1no. Lime tree (Tag 498) and to remove 2no. Pine trees (Tag 500) protected by the The North Shropshire District Council (Bibury, Newcastle Road, Woore) TPO 2008 (Ref. NS/00124/08)

Lead Councillor referred to a report circulated prior to the meeting. It was unanimously **resolved** to object to the application, with comments as follows;

Woore Parish Council objects to the removal of the listed trees until such times that an Approved/Accredited Tree Surgeon/Arboriculturist of Shropshire Council carries out an inspection and determines the condition of the named trees. If the trees are diseased and require to be removed, then a Condition should also be applied to ensure that a replacement of a similar number of mature established trees should be planted. These replacements should be checked and if failed to establish should also be replaced for at least 4 years after planting.

- b) **Decisions:** to acknowledge all planning decisions made between 14<sup>th</sup> March 2022 and 11<sup>th</sup> April 2022.

Reference: **22/00459/FUL** (validated: 01/02/2022)  
Address: Proposed Development Land NE Of College Fields Farm, Audlem Road, Woore, Shropshire  
Proposal: Works to existing vehicular access to include creation of 215m visibility splay and provision of three passing places; to serve conversion of barn to three residential properties (in neighbouring authority)  
Decision: Grant Permission

Reference: **22/00868/CPE** (validated: 22/02/2022)  
Address: The Cottage, Onneley Hall Farm, Newcastle Road, Woore, Crewe, Shropshire, CW3 9QJ  
Proposal: Application for Lawful Development Certificate for the existing use as a dwelling  
Decision: Certificate – Lawful

**21170 Lengthsman / Grounds Maintenance Contract Review:** to approve a proposal for continuation of services for both Lengthsman and ground maintenance contracts noting any amendments for financial year 2022/23.

The Clerk provided an update on all matters attaining to the contract renewal for Lengthsman and Grounds Maintenance (grass cutting / general maintenance) duties, including reference to a full list of duties for each, circulated prior to the meeting. It was unanimously **resolved** that a continuation of services at the existing pricing could be agreed for duties as defined by the Clerk.

**21171 IT - 0365 Email Migration:** to approve renewal / purchase of O365 licenses and migration of email for all current Councillors and Clerk in line with pre-approved budget and proposal.

It was unanimously **resolved** to approve the renewal/purchase of O365 licenses and the migration of email for all current Councillors and Clerk, in line with the pre-approved budget and proposal presented in item 21089. It was noted that the email migration support would be provided FOC by Shaping Cloud Ltd, with licenses purchased as follows, via Shaping Cloud.

Business Basic licensing (9no) and Business Standard (1no) at the cost of £456per annum plus VAT. It was noted that the subscription ends 14<sup>th</sup> March 2023.

**21172 Finance:**

a) **Invoices/payments & receipts:** to resolve to approve the below detailed expenditure:

It was unanimously **resolved** to approve payments as follows;

Date	Recipient	Reason for Payment	Cheque Number	Amount (Ex. VAT)	VAT Amount	Power of Expenditure
11.04.22	Helen Jackson	Clerk Salary (Mar): Gross Pay Holiday Pay (Mar final for year) Bank Hol Pay NI deduction Income Tax deduction Mileage Sundry *Inc stamps, Clerk phone, printer ink, jubilee paint, jubilee stakes (crowns) Expenses	1844	£675.06 £59.74 £0.00 £0.00 £0.00 £0.00 £134.59  £45.42  (£914.81) <u>£923.86</u>	9.05	LGA 1972 s.112 (2) LGA 1972 s.112 (2) LGA 1972 s.112 (2) LGA 1972 s.112 (2) LG (FP)A 1963 s.5 LG (FP)A 1973 s.5 LG A 1972 s.111  LGA 1972 s.137
09.03.22	SALC	Clr Fundamentals Training (RG)	1843	£30.00	£0.00	LGA 1972 s.111
12.03.22	John Sparkes	Jubilee event: Painting and install of jubilee crowns	1837	£106.88 (PAID)	£21.37	LGA 1972 s.137
17.03.22	Trophies Plus Medals Ltd	Jubilee event: Tea party competition prizes	1839	£23.39 (PAID)	£4.68	LGA 1972 s.137
18.03.22	WelMedical	Defibrillator replacement pads 2no	1841	£85.85 (PAID)	£17.17	LGA 1972 s.137
30.03.22	House of Flags	Jubilee event: Flagpoles and flags	1842	£318.00 (PAID)	£63.60	LGA 1972 s.137
21.03.22	Severn C Products	Jubilee event: Commemorative gift for parish children	1838	£386.76 (PAID)	£77.35	LGA 1972 s.137
16.03.22	Party Packs Ltd	Jubilee event: Tea party supplies	1840	£193.49 (PAID)	£38.70	LGA 1972 s.137
17.03.22	Natwest	Safe custody hold( storage box in branch)	DD	£65.00 (PAID)	£0.00	LG(R)A 1962 s 4

\*Note Jubilee event items budgeted in 2022/23 financial year (Section 137) but required early purchase.

It was noted that a payment of £65.00 was made in March 2022 to Natwest for the provision of the safety box, which needed including in payments above, not as noted on the agenda. Discussion took place as to the purpose of this storage box and the contents. It was agreed that the Chairman/Clerk would contact the bank to establish the need for the box moving forward.

b) **Bank reconciliation:** for the Council to receive and accept the month end bank reconciliation

Due to financial year end, this was deferred until the May meeting.

- c) **NatWest Community Bankline:** to approve a proposal for set up of online banking with the Parish Council's existing banking provider.

The Clerk referred to correspondence circulated prior to the meeting. Councillors were asked to approve moving to online banking using NatWest Bankline for Communities. Bankline allows online payments with dual authorisation and is free of charge. It was unanimously **resolved** to adopt online banking with NatWest Bankline. It was noted that the existing process for payment via cheque will continue until the appropriate time that Clerk and signatories are fully trained in online banking process.

**21173 Clerk's Report and Correspondence**

To receive a summary of Reports and Correspondence for the period from 14<sup>th</sup> March 2022 to 5<sup>th</sup> April 2022.

The Clerk confirmed that all correspondence for the period had been circulated and advised members of the following;

- Nomination sent on behalf of the Parish Council for Karla Morris and Josephine Scoble to attend the Shropshire Lieutenancy Garden Party at Orleton Hall, 8th June 2022. The event is to thank those spread throughout our community who have come to the notice of parish/town Councils for giving acts of kindness and making other people's lives better throughout this pandemic. The Parish Council is delighted to be able to make this nomination on behalf of the community.
- Notice received 16<sup>th</sup> March 2022 relating to enforcement case 22/08470/ENF (Spring Bank House), noting case closed with no further action.
- Chairman and Clerk attended a remote presentation by Eddie West, Shropshire Council, 25<sup>th</sup> March 2022 to understand CIL purpose and approach. Slides shared with all Councillors post event.
- Further request made to Tracy Darke, Shropshire Council for a copy of the Seven Trent moratorium request in reference to drainage/flooding concerns within the parish and the lack of capacity in the current infrastructure. No response to date.

It was noted that the Annual Parish Council Meeting will take place from 7.30pm Monday 9th May 2022.

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The meeting closed at 10.55pm.

**DATE OF NEXT PARISH COUNCIL MEETING**

Annual Parish Council Meeting 9<sup>th</sup> May 2022, 7.30pm Parish Council Meeting 13<sup>th</sup> June 2022, 7.30pm.

Signed.....(Chair)

Dated 9<sup>th</sup> May 2022

Agenda Item	Motion	Cllr	For	Against	Abstain
21167	<b>Approval of Minutes of meeting held 14<sup>th</sup> March 2022:</b> resolved by majority to approve minutes from the meeting 14 <sup>th</sup> March 2022.	Cowey, M	X		
		Davies, K	X		
Hamilton, C		X			
Carter, M		X			
Blake, M		X			
Daville, G		X			
Higgin, J					X
Goodman, R		X			
<b>Prop:</b> <b>Davies, K</b>  <b>Second:</b> <b>Goodman, R</b>					