

CLEE ST. MARGARET PARISH COUNCIL

Minutes of the Annual Parish Council Meeting on Monday 22nd May 2023

Present: Cllrs Helen Robinson (Chair), Ian Heighway, John Heighway, Ken Jackson, Richard Morgan, and Tamsin Osler. **In Attendance:** H Coonick (Clerk)

1. ELECTION OF THE CHAIRPERSON AND VICE CHAIRPERSON:

RESOLVED: Cllr Robinson was elected as Chair and Cllr Jackson was elected as Vice Chair.

2. RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE: Cllr Scarlett Penn and Cllr Cecilia Motley (Shropshire Council).

3. TO RECEIVE ANY DECLARATIONS OF INTEREST: None

4. TO APPROVE the MINUTES of the PARISH COUNCIL MEETING held on 27th March 2023 and ANNUAL PARISH MEETING held on the 17th April 2023:

RESOLVED: To approve the minutes of the parish council meeting on 27th March 2023 and the Annual Parish Meeting on the 17th April 2023.

5. PUBLIC SESSION No members of the public were in attendance.

6. ANNUAL GOVERNANCE:

6.1. Review the Internal Auditors Report: The Internal Auditor had found no issues with the Accounts or Governance of the Council. The Council thanked the Internal Auditor, Mr Jon Kail.

6.2. Agree and Sign the Annual Governance Statement

RESOLVED: Approved and signed

6.3. Agree and Sign the Annual Accounting Statement:

RESOLVED: Approved and signed.

6.4. Authorise and Sign the Exemption Certificate:

RESOLVED: The Council agreed that they were exempt from external audit and signed the certificate.

6.5. Agree the Dates of the Notice of Public Rights:

RESOLVED: The dates for the Notice of Public Rights and the Publication of Annual Governance and Accountability Return were set as Monday 3rd July – 11th August 2023.

7. REPORTS FROM REPRESENTATIVES

7.1. Shropshire Council – Cllr Cecilia Motley had sent apologies.

7.2. Village Hall – Cllr John Heighway reported that various works were being undertaken including extending the slabbed area, improving the wet area in the grounds to attract wildlife, the boiler is being moved, a new sound system is being installed and there are planned changes to the kitchen and bar area.

7.3. Commoners Association– It was agreed that this item should be deferred to item 11.

7.4. Our Upland Commons – It was agreed that this item should be deferred to item 11.

8. APPOINTMENT OF REPRESENTATIVES FOR 2023-24

8.1. Village Hall Committee:

RESOLVED: Cllr John Heighway was appointed.

8.2. Commoners Association:

RESOLVED: Cllr Ian Heighway was appointed and will continue as Hill Manager

8.3. Our Upland Common:

RESOLVED: Cllr Ian Heighway was appointed.

8.4. South Shropshire Area Committee:

RESOLVED: Clerk to circulate the agendas and interested Councillors will nominate themselves.

9. PLANNING – UPDATE ON PLANNING APPEAL HEARING FOR MILL HOUSE: A planning appeal hearing is due to be held on the 23rd May 2023. The Clerk will attend.

10. GENERAL COUNCIL BUSINESS

10.1. Review and Adopt: The Standing Orders, Financial Regulations, Code of Conduct and the Freedom of Information Publication Scheme.

RESOLVED: To adopt the Standing Orders, Code of Conduct and Freedom of Information Publication Scheme. The Financial Regulations were adopted with an alteration to item 11h where it was agreed

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that for items with a value between £1,000 and £3,000 the Clerk should strive to obtain 3 quotes. There will not be a requirement to obtain 3 quotes for items below £1,000.

10.2. Agree the Dates of the Meetings for the Forthcoming Year:

RESOLVED: The dates were agreed and will be published on the website and notice boards.

10.3. Agree a Website Domain Name

RESOLVED: To purchase a domain name: cleestmargaret.org

10.4. Arrangements to Contract an Environmental Maintenance Worker:

RESOLVED: The Clerk will advertise the contract and bring tenders to the July parish council meeting. Litter picking should be removed from the contract and advert and a deadline date be inserted. It was agreed that the Parish Council should provide warning signs for the successful contractor.

10.5. Update on Middle Marches Conference: Cllr Osler reported that there had been several speakers, but not a great deal had been relevant to Clee St Margaret Parish Council. There was an emphasis on encouraging people to raise nature recovery with national and local government including Parish Councils. Shropshire Council has a remit to increase the number of trees in the county and there is encouragement to increase woodland pasture as the pasture is healthier when in a woodland environment. There is an aim to create and restore ponds and being mindful of increasing biodiversity when making decisions.

10.6. Consider Replacement of the Bench in the Village in Recognition of the Coronation: The Parish Council would like to thank Mr David Palmer for repairing the bench in the village.

RESOLVED: Defer to the next meeting.

10.7. How to Consider Biodiversity and Climate Change When Making Resolutions.

RESOLVED: Defer to the next meeting.

11. THE COMMON

11.1. Update on the New Maintenance Plan and Funding: The Council would like to thank Mr Clive Fisher, who has resigned from the Plan working group, for all his work towards a new maintenance plan. The Commoners Association, with the help of Mrs Sue Steer, has made an application to be considered for a Countryside Stewardship Scheme (if approved a full consultation will take place before acceptance). The Commoners Association also wish to submit an application for the Sustainable Farming Incentive Moorland Scheme and are seeking the consent from the parish council as registered owners. The Council would like to thank Renee Wallace and Sue Steer for the informal joint meeting of the Commoners Association Committee and Parish Councillors to explain the different grants available. Work on a new maintenance plan is being temporarily paused until the outcome of the countryside stewardship application is known as this will affect the potential management activities on the common. However, a temporary plan for bracken and gorse management this year needs to be agreed.

The Parish Council would like to thank Mrs Margaret Peake and the Commoners Association for producing a draft temporary maintenance plan for this season. Asulox has not been licensed yet and before the Council can consider its use it needs to be licensed and for the restrictions to not limit its use on the common. The temporary maintenance plan will be considered at the next meeting once more details and costings have been submitted. All contractors carrying out work on the common will be required to provide evidence of Public Liability Insurance.

The Clerk will ask the Wildlife Contractors whether thistles are a benefit to the red and amber listed species.

Fearn Archaeology are seeking permission to access the common between 5th-11th June to excavate 3 lime kilns and a quarry. There are concerns about safety around the quarry area.

RESOLVED: To defer the decision on the temporary maintenance plan to the next meeting. To give consent to the Commoners Association to apply for funding under the SFI Moorland Scheme. To give permission for Fearn Archaeology to access the common. Cllr Ian Heighway will assess the brick area around the quarry.

11.2. Consider Repairs and Replacements to Fencing:

RESOLVED: Defer to the next meeting.

11.3. Brown Clee Burn Association – request to use the common on 3rd September 2023

RESOLVED: To give permission.

11.4. Miles Leach - Request for Permission to Access the Common for Wheatear surveys.

RESOLVED: To give permission and to be provided with a spare key to the Stone Road Gate

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12. FINANCE

12.1. Review the Councils Asset and the Insurance Quotes:

RESOLVED: To use BHIB insurers as the quote of £543.13 will include cover for the Robocutter.

12.2. Authorise payments:

RESOLVED: SALC Affiliation Fee £126.78, Craven Design and Print (emergency number sign) £24.00, Reimburse Clerk £177.58, Clerk's Pay for April-June £957.84 and £13.95 (Travel), Insurance £543.13, Shropshire Council Election Recharge £100. It was decided not to renew Open Spaces Membership.

13. ITEMS FOR POSSIBLE INCLUSION IN THE NEXT MEETING WHICH WILL BE at 7.30pm 26th June 2023: a.

Google group b. Pond on the Common c. Repairs to the Ford d. use of plastic mesh on the common e. rights and permissions to drive over the common f. Bench in the village g. biodiversity and decisions.

Signed by the Chair:

Date: