

Minutes of the Annual Meeting of Prees Parish Council held on Tuesday 21<sup>st</sup> May 2019  
at 7.00 pm in Prees Village Hall.

Present were Cllrs R Hiron; J Whelan; Mrs D Foster; Mrs S Short; Mrs L Baer; Mrs B Finch; Mrs B Rainford; M Lanham; R List; D Ladd and J Allen.

048/19 Election of Chairman. Cllr R Hiron indicated that he would be happy to stand again as Chairman if no-one else wished to. There were no other nominations so it was proposed by Cllr Mrs B Rainford that Cllr Hiron should be appointed as Chair for the coming year. This was seconded by Cllr Mrs D Foster and all were in favour. Cllr Hiron thanked the councillors for all the support and help they give him and he also expressed his appreciation for the work the clerk does. The Chairman signed the Declaration of Acceptance of Office and this was then signed by the clerk.

049/18 Election of Vice-Chairman. Cllr J Whelan had already indicated that due to increased work commitments he needed to step down as Vice-Chair. Cllr Mrs S Short had expressed a readiness to take on the role and it was proposed by Cllr Hiron that she should be elected. Cllr M Lanham seconded this and all were in favour. Cllr Mrs Short signed the Declaration of Acceptance of Office and the clerk did too.

050/18 Apologies had been received from Cllr Mrs S Jones and Cllr P Wynn.

Public Session. Mr John Patrick, a former Chairman of Prees Parish Council, attended to advise the Parish Council on the history of the Youth Shelter at the Prees Cricket and Recreation Club. The Parish Council heard that the Youth Shelter had been erected in order to give local young people a place to congregate. Fund-raising had amassed £10,000 in a year, with a contribution from the Parish Council, who had the responsibility for its maintenance. The building was custom-made with steel girders and wooden tiles: the steel superstructure is set into deep concrete. Moving it would entail virtually rebuilding it and this would be at considerable cost (John suggests this could be £5-6,000.) The young people who were to use the Shelter were allowed to decorate it themselves, some of the designs commemorating the deaths of two local young people in a horrible car accident.

Choosing another appropriate site may be tricky, but the building served its purpose and John would like to see it remain.

Cllr Hiron thanked Mr Patrick for his valuable contribution and stressed that currently the idea of moving the Shelter in order to make room for more football pitches has only been mooted by the Club, and the Parish Council will wait to see if anything further is heard.

051/19 There were no declarations of personal or prejudicial interest in items on the Agenda.

052/19 The Minutes of the previous meeting of the Parish Council held on 16<sup>th</sup> April 2019, which had been previously circulated, were agreed to be a true record. It was proposed by Cllr Mrs D Foster that they should be signed and this was seconded by Cllr Mrs B Rainford. All were in favour and Cllr Hiron duly signed the Minutes.

053/19 Actions arising from the Minutes that were not on the Agenda. The clerk had produced a brief report of actions, as follows:

- AAT Recycling advise (26.4.19) that the textile material currently being stored outside is gradually being processed. No further textile will be added to the pile so this pile will eventually disappear.
- Mirror at Cruckmoor Lane to make emerging onto the B5065 safer: David Gradwell at SC says he is waiting for confirmation of this year's budget but hopes to be able to fund this.
- Sit-up board at HH playing-field has been reinstalled by John Walker at Streetscape's expense.
- SC Tree Dept has been asked to proceed with the survey and subsequent report on the Parish Council's trees at a cost of £175.00 plus VAT.
- Environmental Maintenance at SC will advise when they have a date for contractors to do the remedial work to fix broken pipes underneath Prees playground, the cause of flooding along Station Road.
- John Walker has been asked to replace a missing post at HH playground as the gap would have enabled a vehicle to pass through.

- Tim Shrosbree from SC is hoping to bring representatives from two housing associations to talk to the PC on the evening of Tuesday June 4<sup>th</sup> at 7pm at the Village Hall. (To be confirmed.)
- Clerk has been unable so far to secure a time for seeing the new vehicle speed monitors purchased by Ruyton XI Towns.
- Environmental Maintenance at SC has advised the clerk that it is committed to providing a robust and permanent solution to the problem of the misleading road markings at the entrance to Holly Farm Nursery.
- High Street Clean-Up. Clerk, in conjunction with Judy Gosling of the Prees Litter-Pickers, has submitted an application on their behalf for £500.00 for new and additional equipment.

054/19 The following appointments were agreed:

Prees Village Hall (mgt committee)	Cllr Mrs B Finch
Higher Heath Village Hall	Cllr R Hirons
Prees Cricket & Rec. Club	Cllr J Whelan
Prees Parochial Charities	Cllr J Allen
Elizabeth Barbour Charity	Cllr J Allen
North Shropshire Area Committee/SALC	Cllr Mrs B Rainford
RAF Shawbury Liaison Group	Cllr Mrs S Short
Prees Primary School Lay Governor	Cllr Mrs B Finch
Parish Paths representative	Cllr M Lanham

(Cllr Mrs S Short reported that she had resigned from the trustee's committee for Prees Village Hall earlier in the year. It was agreed not to re-appoint to this role.)

#### **055/19 Review of Policies and Procedures.**

The following Parish Council documents had been reviewed by pairs of councillors: Standing Orders; Finance Regulations; Risk Assessment; Freedom of Information Publication Scheme; Complaints Procedure; Code of Conduct. Recent updates to Standing Orders and the Finance Regulations were approved and adopted and the new Social Media Policy was approved and adopted. All of the aforementioned documents were approved for another year. This was proposed by Cllr Hirons and seconded by Cllr J Whelan and all were in favour. It was decided that the Freedom of Information Publication Scheme needed further consideration and this matter was carried forward. The clerk had checked the Land and Assets documentation to ensure this was up-to-date and had reported that it was.

Bank Signatories: the existing arrangements were agreed to be sufficient.

It was agreed by the current members of the Play Area Committee (Cllr R Hirons and Cllr Mrs B Finch) that they were happy to continue in the role.

Cllrs J Allen and M Lanham agreed to continue on the clerk's Appraisal and Review panel.

**056/19** The clerk suggested the following schedule of meetings for the coming twelve months: 2019 - June 25, July 16, August 20, Sept 17, October 15, November 19, December 17. 2020 – January 14, February 18, March 17, April 21 and May 19 (Annual Parish Council Meeting and Annual Parish Meeting.) This list was acceptable to the Parish Councillors and the clerk was asked to circulate it.

**057/19** Shropshire Council report. This was carried forward to be delivered at the Annual Parish Meeting following directly after the Annual Parish Council Meeting.

**058/19** Community Policing . There was no policing report available. Clerk to write expressing disappointment of Parish Council.

Annual Community Policing Survey received. To be carried forward to next meeting for a collective response from the Parish Council.

#### **059/19 Planning.**

Current Planning Applications

**19/01841/REM:** Reserved matters pursuant to outline permission ref: 15/05517/OUT for two dwellings with detached garages to include appearance, landscaping, layout and scale.

Silver Birch, Mill Lane, Higher Heath, Whitchurch SY13 2HR. Applicant: PB Investments Ltd. (See letter from local residents.)

It was resolved to support this application with the caveat that the amenity of the lane is maintained for all other residents while construction goes ahead and that ALL the trees with TPOs are robustly and properly protected from any damage by the construction traffic or activity. This was proposed by Cllr J Whelan and seconded by Cllr Mrs S Short. All were in favour.

**19/01927/VAR:** Variation of condition number 4 attached to planning permission reference NS/95/00558/FUL or NS/95/657/PR/950 dated 05/09/1995 to allow the removal of the occupancy restriction. Cruckmoor Cottage, Cruckmoor Farm, Cruckmoor Lane, Prees Green, Whitchurch. Applicant: Mrs Eunice Scott.

It was resolved to support this Application. This was proposed by Cllr Hirons and seconded by Cllr Mrs L Baer. An additional six councillors voted for the proposal with three against.

**19/02098/FUL:** Erection of a single storey side extension with installation of one Velux window and two bay windows. Bradeway, Heathwood Road, Higher Heath, Whitchurch SY13 2HF.

Applicant: Mr Ryan Lewis.

The Parish Council was concerned that this Application seems to be more for a separate residential unit, rather than an extension, as there appears to be no internal access. The back door also seems to be unacceptably close to the boundary (apparently less than a metre away.) It was resolved to object to the Application. This was proposed by Cllr Whelan and seconded by Cllr Mrs D Foster. All were in favour.

**19/02065/FUL:** Erection of two dwellings following demolition of existing dwelling. Fairholme, Heathwood Road, Higher Heath, Whitchurch, Shropshire. Applicant Miss W Williams.

It was resolved to support this Application. This was proposed by Cllr R List and seconded by Cllr Mrs Short. All were in favour.

**19/02158/LBC:** Removal and replacement of some stud partition walls, removal of modern flooring blocking access to cellar and modern brickwork in inglenook fireplace, replacement of modern windows with traditional casements and modern roof-light with traditional conservation roof-light affecting a Grade II listed building. 2 Shrewsbury Street, Prees, Shropshire SY13 2DH. Applicant: Mr Nick Williams.

*Planning decisions received from Shropshire Council.*

**19/00708/FUL:** Modification to previously approved application 16/01047/REM to allow for addition of single storey flat roofed rear extension – Plot 1 only. Hendon House, Longwood Park, Higher Heath, Whitchurch SY13 2JL. Decision: Withdrawn.

**19/00870/FUL:** Erection of replacement general purpose agricultural building. Park Coppice, Lower Heath, Prees, Whitchurch SY13 2BQ. Decision: Grant permission.

**19/01510/TPO:** To crown lift and thin no more than 10% of one Oak tree protected by the North Shropshire District Council (Prees Higher Heath No 6 ) TPO 1975. Woodlands, 11 Sylvan Close, Higher Heath, Whitchurch SY13 2TB. Decision: Grant permission.

**19/01360/FUL:** Erection of replacement dwelling and detached garage following demolition of existing dwelling and small lean-to structure. Rose Cottage, Whitchurch Road, Prees, Shropshire SY13 3JZ. Decision: Grant permission.

*Other Planning matter*

Notification has been received from Shropshire Council that the procedure for dealing with the two planning appeals detailed below will be by a hearing held on 23 May 2019 at 10.00 am at Council Chamber, Castle View, Oswestry, Shropshire SY11 1JR.

Notification of Appeal against Shropshire Council's decision to refuse to grant planning permission (1)

Barns Adjacent Northwood House Farm, Fauls, Whitchurch, Shropshire.

Description of development: Application for prior approval under Part 3, Class Q of the Town & Country Planning (General Permitted Development) (England) Order 2015 for the change of use from agricultural to residential use

Application reference: 18/00258/PMBPA. Appellant's name: Mr Jason Scott

Planning Inspector ref: APP/L3245/W/18/321889. Appeal reference: 19/02694/REF

Appeal start date: 17 January 2019

Notification of Appeal against Shropshire Council's decision to refuse to grant planning permission (2)

Barns Adjacent Northwood House Farm, Faults, Whitchurch, Shropshire.

Description of development: Application for prior approval under Part 3, Class Q of the Town & Country Planning (General Permitted Development) (England) Order 2015 for the change of use from agricultural to residential use

Application reference: 18/00259/PMBPA. Appellant's name: Mr Jason Scott

Planning Inspector ref: APP/L3245/W/18/321885. Appeal reference: 19/02693/REF

Appeal start date: 17 January 2019

## **060/19 Parish and Parish Council Matters**

**Youth Shelter at Prees Cricket and Recreation Club.** Cllr Hirons reiterated that so far only a informal enquiry has been made to the PC about the possibility of moving the Shelter. If there is a concrete proposal, that will be the time to consider the matter further. Cllr Hirons expressed his gratitude to Mr Patrick for his contribution and resolved to honour the involvement of local young people in the establishment of the building. The Parish Council was unanimous in its support.

**Consideration of annual discretionary grants.** Awards of £300.00 to Prees Parochial Church Council for the upkeep of the churchyard/burial ground and £100.00 to Faults Parochial Church Council for the upkeep of theirs, and £200.00 to the North Salop Wheelers towards running costs, were resolved upon. This was proposed by Cllr J Whelan and seconded by Cllr Hirons. All were in favour. Clerk to raise the cheques for the June meeting.

**Place Plan Meeting 8.5.19.** Cllr Hirons reported from this meeting which he and the clerk attended. He reminded the Parish Councillors that the Place Plan addresses the infrastructure requirements of its area. Prees is part of the Whitchurch Place Plan. He reported that we await a re-drafted Place Plan for consultation. Outdated ideas have been reviewed/removed. Cllr Hirons expressed the view that plans for schemes such as enforceable zig-zags outside the schools, and a footpath along Station Road, can be achievable if the Parish Council responds to the Place Plan, gets involved and pushes its plans forward.

**Report from visits to see Community-led building developments** at Callaughtons Ash and Kinlet. Cllr Hirons reported that he and the clerk had been impressed by both these developments; thoughtful, spacious design and comfortable cheap-to-run homes with longevity of occupation built in. The clerk confirmed that Tim Shrosbree from SC is hoping to bring representatives from at least two Housing Associations to speak to the Parish Council on June 4<sup>th</sup> 2019. It is then that questions raised can be addressed definitively.

**VE Day 7<sup>th</sup> May 2020.** Carried forward to next meeting.

**Dangerous parking at Prees and Lower Heath Schools.** The clerk reported that David Gradwell has confirmed that both schools are on the list of sites to be considered for the imposition of a Traffic Regulation Order to make the 'no parking' request enforceable. He also advised that there is unfortunately currently no chance of getting 20mph limits imposed, due to budgetary restrictions and the necessity of prioritizing statutory obligations.

**Smartwater :** All agreed that hand-out of Smartwater to remaining parishioners so far without it could be continued in the half-hour prior to each Parish Council meeting. Clerk to enquire whether provision could be extended to new residents in Higher Heath who missed the roll-out there.

**Jones Lighting streetlight maintenance contract.** The clerk reported that she had spoken with Jones Lighting and it sounded as though their monthly maintenance charge had been dropped because the companies in competition with Jones do not charge it. The new system entails paying for work on an itemized basis. It was resolved to leave the streetlight maintenance contract with Jones for the year to April 2020, but to consider alternatives for the following year. This was proposed by Cllr Hirons and seconded by Cllr Mrs L Baer. All were in favour.

**Grounds maintenance contract.** Cllr Hirons advised that in order to ensure the PC is spending public money wisely, it will be considering alternative contractors for the year beginning April 2020. It was agreed that a Contracts working party would be set up to consider these matters with the clerk. The group is to be comprised of Cllrs Hirons, Mrs S Short, Mrs B Finch and J Allen.

**The Square.** The clerk reported that she has not had a response to her request to the handling solicitors that a more stable and safe boundary fence be erected along Church Street. She will chase this up.

**Community Clean-Up Litter-Picking week June 24-28 2019.** The local contribution to this will be organised by our local litter-pickers. There will be posters going up to explain how to get involved.

**Heathgates Crossroads.** There were reports of another nasty accident here. The clerk was asked to write to David Gradwell at SC again, asking when the other road-safety measures promised will be implemented, as vehicles currently just do not stop at the junction.

**Debris left behind following vehicle collisions.** To be carried forward to next meeting.

**061/19 SALC:** Cllr Mrs S Short and the clerk sought authorisation to attend CIL/Planning Training 7<sup>th</sup> June 2019 at Shirehall, and the clerk in addition sought authorisation to attend GDPR training on 24<sup>th</sup> May 2019 at Shirehall. Cllr Mrs D Foster proposed that their attendance at the Parish Council's expense should be authorised and this was seconded by Cllr Mrs B Finch. All were in favour.

**062/19 Accounting Matters.**

Bank reconciliations: The clerk reported that Jonathan Smith had approved the bank reconciliations passed to him and was now in receipt of the last one to be checked.

Precept of £24,373.00 for 2019-20 had been received on 25.4.19. CIL Neighbourhood Fund for 2018 of £4482.74 was received at the same time.

Accounts for payment May 2019

	£
Mrs K Sieloff clerks salary May 2019	459.50
HMRC (PAYE )	8.62
Clerks expenses (detailed below)	72.34
Scottish Power streetlight energy	124.11
Zurich Insurance annual renewal (due 1.6.19)	<u>1350.82</u>
<b>Total</b>	<b>2015.39</b>

*Clerks expenditure 11.4.19-15.5.19*

Delivery of April Agenda etc: 13 miles @ 45ppm = £5.85

May 2019 BT line rental contribution = £12.50

Stamps: 3 x 2<sup>nd</sup> class stamps = £1.74

Printer cartridges x5 = £49.00

1x printer paper= £3.25

Total = £72.34

It was proposed by Cllr Mrs D Foster that these accounts should be paid and this was seconded by Cllr Mrs B Finch. All were in favour.

**063/19 Correspondence.**

- Request to complete Survey from SC concerning local burial capacity. Clerk to respond.
- Letter from the Rt Hon Owen Paterson MP concerning his commitment to improving local broadband provision in North Shropshire. He advises that anyone whose broadband is slower than 2Mbps can apply for government support to get a faster connection. Read about the scheme using this link: <https://basicbroadbandchecker.culture.gov.uk/> He also mentions a wireless internet provider called Airband. You can check if you can benefit from this service by entering your postcode at <https://www.airband.co.uk>

**064/19 Future Agenda items**

- Clean-up: Parish Council to pay for street-cleaning? Cllr Mrs B Finch to lead.

Meeting was closed at 9.00 pm.

Next meeting 25.6.19

Signed.....

Date.....