

Minutes of the Meeting of Prees Parish Council held on Tuesday June 22 2021  
at 7.00 pm in the Village Hall.

Present were Cllrs R Hirons; Mrs B Finch; Mrs B Rainford; Mrs L Baer; Mrs D Foster and M Lanham together with Mrs K Sieloff clerk to the Parish Council.

082/21 Public session. There were no members of the public present.

083/21 Apologies received from Cllrs Mrs S Short; Mrs S Jones; J Whelan; J Allen; R List; D Ladd and P Wynn. Cllr Mrs Jones was actually able to join the meeting partway through.

084/21 For members to disclose pecuniary or impecuniary interests. None were declared.

085/21 The Minutes of the Annual Council Meeting held on Tuesday May 18<sup>th</sup> 2021 had been previously circulated and 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 M Lanham. All were in favour and the Chairman signed them.

086/21 Actions arising from the Minutes that are not on the Agenda. There were none.

087/21 Shropshire Council Report. Cllr P Wynn had sent his apologies and was not in attendance.

088/21 Community Policing. There was no report available.

089/21 Planning:

Current planning applications for consultation:

- 21/01821/FUL: Erection of double garage. Fox Heath, Manor House Lane, Higher Heath, Whitchurch SY13 2HJ. Applicant: Mr Barry Davies.  
This Application had been decided by the time of the meeting so there was no need to consider it.
- 21/02257/FUL: Conversion of existing garage and erection of first floor extension above, erection of new double garage with room above and alterations to dwelling. Birch Grove, Sylvan Close, Higher Heath, Whitchurch, Shropshire. Applicant: Mr and Mrs Holden.  
The Parish Council resolved to register its support for this Application. This was proposed by Cllr Mrs D Foster and seconded by Cllr Mrs L Baer. All were in favour.
- 21/02315/FUL: Erection of part two storey and single storey side extension, re-roof the existing single storey lean-to and internal alterations. Highfields, Steel Heath, Prees Heath, Whitchurch, Shropshire. Applicant: Mr and Mrs Rob and Bev Young.  
The Parish Council resolved to support this Application as long as ecological concerns could be satisfactorily addressed. This was proposed by Cllr M Lanham and seconded by Cllr Mrs B Rainford. All were in favour.
- 21/02288/FUL: Reorganisation and extension to Farmhouse, including construction of replacement domestic outbuildings and modification of extant consent for conversion of traditional barn to 3no dwellings. Brades Farm, Brades Road, Prees, Whitchurch, Shropshire SY13 2DX. Applicant: Mr and Mrs R Ford.
- 21/02289/LBC: Reorganisation and extension to Brades Farmhouse, including construction of replacement domestic outbuildings and modification of extant consent for conversion of traditional barns to 3no dwellings affecting a Grade II Listed Building. Applicant: Mr and Mrs R Ford.  
The Parish Council resolved to support both these applications with the proviso that land-works should be carried out to improve visibility on the road: it would particularly recommend the removal of the old metal pig-fencing hard against the edge of the road on the blind corner. Proposed by Cllr M Lanham and seconded by Cllr Mrs D Foster. All were in favour.
- 21/02405/FUL: Erection of replacement and expansion of existing rear extension, erection of new side extension, replacement of existing garage and alterations to existing vehicular access. Heathcote, Mill Lane, Higher Heath, Whitchurch, Shropshire. Applicant: Mr and Mrs M Hopkins.

Prees Parish Council resolved to support this Application, as long as Highways had no concerns and a satisfactory Ecology report was forthcoming. Proposed by Cllr Mrs D Foster and seconded by Cllr Mrs L Baer. All were in favour.

- **FOR INFORMATION ONLY.** 21/02871/HHE: Erection of a single storey rear extension to a detached dwelling, dimensions 5.85 metres beyond the rear wall, 4.00 metres maximum height and 2.55 metres high to eaves. Rose Villa; 9 Birchwood Grove, Higher Heath, Whitchurch Shropshire SY13 2EX. Applicant: Mr Paul Ashley.
- 21/02492/FUL: Erection of two storey extension and rear boot room extension following demolition of single storey timber structure. Fields Farm, Faults, Whitchurch, Shropshire SY13 2BA. Applicant: Mr Hargreaves.

The Parish Council wished its support for this Application to be registered. Proposed by Cllr Mrs B Rainford and seconded by Cllr R Hirons. All were in favour.  
(Cllr Mrs S Jones joined the meeting at this point.)

#### Planning Decisions received from Shropshire Council:

**21/01442/FUL:** Erection of extension and internal alterations. Thornleigh, Whitchurch Road, Prees SY13 3JZ. Decision: Grant Permission.

**21/01553/TPO:** Works to 1no Beech Tree (A) 1no Scotch Pine (B) and 1no Beech Tree (C) protected by The North Shropshire District Council (Drumcote, Heathwood Road, Prees) TPO 1981. Decision: Grant Permission.

**20/04198/FUL:** Erection of agricultural building to house milking cows and provision of concrete yard. Fields Farm, Faults, Whitchurch, Shropshire SY13 2BA. Decision: Grant Permission.

**21/00120/REM:** Approval of Reserved Matters (access, appearance, landscaping, layout and scale) pursuant to outline permission 17/03775/OUT for the erection of five residential dwellings, including access off Shrewsbury Street. Decision: Grant Permission.

**21/02119/TPO:** To fell 1no Conifer (T1) and deadwood 1no Oak tree (T2) protected by The North Shropshire District Council (Prees Higher Heath No 6) TPO 1975 (Ref: NS/00051/75.) Decision: Grant Permission.

**21/01016/FUL:** Erection of replacement dwelling and detached garage/car port/store following demolition of existing (resubmission of lapsed approval 12/03083/FUL.) Nosregor The Bungalow, Sandford, Whitchurch, Shropshire SY13 2HZ. Decision: Grant Permission.

**21/01862/FUL:** Erection of a single storey extension to rear. Fox Hollow, Armoury Lane, Prees, Shropshire SY13 2EN. Decision: Grant Permission.

#### 090/21 Parish and Parish Council Matters

##### Youth Shelter.

It was confirmed that a public consultation meeting will be held on Tuesday July 27<sup>th</sup> 2021 at 7 pm in the Village Hall, by which time it was hoped that covid restrictions would be largely eased. Cllr Hirons expressed his regret that the Youth Shelter was currently closed off by heras fencing, but it was a matter of safety. Community led Building Development Whitchurch Road.

The Project Board still awaits formal confirmation that the planning application is approved, although it has been told unofficially that approval is forthcoming.

##### Neighbourhood Fund spend.

Cllr M Lanham reported that he and Cllrs Mrs Short and D Ladd had met with Shropshire Council's Active Travel Manager Rose Dovey, whose brief is to develop the cycle and footway infrastructure in Shropshire, to explore the feasibility of a footpath or cycle-way to Prees rail-station or a cycle-way from Prees to Whitchurch via Higher Heath. Rose's prime focus is town-centred, to minimize vehicle use. The provision of a foot-path to

the station is not within her remit. With regards to a cycle-way to Whitchurch, Rose is already looking at the possibility of a cycle-way linking Whitchurch and Prees. This would probably not follow the line of the A49. As it looks as though a cycle-way between Prees and Whitchurch may be funded by SC, Cllr Lanham suggests that the PCs preferred option would be a feasibility study on the path from the village to the rail station. Cllr Lanham believes there is only one land-owner involved. Rose Dovey advised that she could organize a feasibility study and topography survey for £10,000. She could draw up the brief if the PC were prepared to spend this money.

Cllr Lanham suggested that perhaps the PC could have a look at Rose's brief and then decide if it could do the feasibility study itself. He has in mind a dual walk/cycle path like the one at Ightfield.

Cllr Hirons reminded the meeting that in addition to Neighbourhood Fund, there will also be about £80,000 coming to the PC when the proposed housing development in Whitchurch Road is completed.

Cllr Lanham believes that a consultation concerning suggested routes for paths/cycle-ways from Whitchurch will be out within a year. The PC does not want to pay for something that it may get anyway.

Cllr Lanham suggested that he invite Rose Dovey to a meeting to talk to the PC. Hopefully she may be able to bring a brief for the path to the rail-station with her, if she is invited to the August meeting. All cllrs were in favour of this plan of action.

#### **Councillors who do not feel ready to attend face-to-face meetings.**

Cllr Hirons told the meeting that Cllr Mrs Short had sent her apologies for this meeting and had asked for a leave of absence from PC meetings for 5 months from next month. Cllr Hirons proposed that her request should be granted and this was seconded by Cllr Mrs D Foster. All were in favour.

Cllr Hirons advised that an amendment would also be added to Standing Orders, as in normal circumstances an absence of 6 consecutive months triggers action. Clerk to check precise wording of Standing Orders currently. Clerk was also asked to check about the feasibility of live streaming of PC meetings.

#### **The Square.**

Clerk reported she had again alerted SC to the hazard of the rusting cover in the pavement in Church Street and also sent the photographs taken by Cllr Ladd.

#### **Vehicle speed monitor posts.**

Cllr Hirons confirmed that no grant would be forthcoming from the Police Commissioner on the grounds that SC had already agreed to fund this work.

#### **Hedges bordering HH playing-field on Furburs Lane need cutting back.**

Some cllrs were firmly of the opinion that the outside of the hedges bordering the playing-field are not the responsibility of the PC. Clerk to research.

Cllrs J Allen, P Wynn and R Hirons had spent a morning filling in this in surface holes in the playing-field, to make it safer. The rest of the PC extended its appreciation of the time and effort involved in this endeavour and expressed its gratitude.

#### **Higher Heath playing-field to be available for use by local junior football teams?**

The clerk had received further enquiries from Mr Andy Mellor concerning this matter. The PC agreed that Mr Mellor could be invited to organize an assessment of the pitch's safety by the FA. Clerk to contact him.

#### **Review of Policies/Procedures 2021**

The clerk advised that the internal auditor had suggested that the Parish Council's Asset Register and Risk Assessment should be treated as living documents that are reviewed by cllrs at least every quarter, rather than just annually. It was agreed that the clerk will keep a list to ensure all cllrs get a turn at this, and she will email the documents out at the end of each quarter and the reviewing cllr can report back at the following meeting.

The internal auditor also wants a currently-serving cllr to check the quarterly bank reconciliations. It was suggested that Cllr Mrs S Short might like to take this task on: clerk to approach her about it. Clerk also to draft a letter of appreciation and thanks to Mr Jonathan Smith, who has very kindly continued to check the bank reconciliations since stepping down from the PC a few years ago.

The Parish Council's policies are usually reviewed in May each year. The task this year has been postponed due to various complications caused by the virus pandemic, but the clerk now suggested that she would send out each of the relevant documents to a pair of cllrs, for their scrutiny, and she would be grateful if a brief report could be made on each one at the July meeting. The Asset Register is currently in hand-written form, and the clerk undertook to copy this onto the laptop and present it to the PC as soon as possible.

#### **A41 log**

The clerk had been contacted by a resident of Higher Heath with reports of an incident at the end of Mill Lane. A fence bordering the property opposite the junction had been demolished and it looked as though a vehicle had gone through.

#### **Housekeeping**

The clerk was asked to research the legislation governing the lighting of bonfires in built-up areas.

#### **Facebook**

Nothing to report currently.

#### **Accounting Matters**

091/21 Accounts for Payment June 2021.

Cllr Mrs D Foster proposed that the following accounts should be paid and this was seconded by Cllr Mrs L Baer. All were in favour.

	£
Mrs K Sieloff clerks salary June 2021	464.32
HMRC (PAYE)	3.80
Clerks expenditure 12.5.21-16.6.21 (detailed below)	40.10
Scottish Power (streetlight energy 30.4.21-31.5.21)	128.27
Groundforce Landscape Ltd (works May 2021)	313.20
Information Commissioner (annual data fee renewal)	40.00
Business Services at CAS Ltd (insurance renewal)	638.40
Salop Hire Services Ltd (Heras fencing)	174.00
Masonry Renovation	226.50
Playsafety Ltd	<u>271.80</u>
<b>Total</b>	<b>£2,300.39</b>
<i>Late-arriving invoice</i>	
Salop Fencing Ltd	<u>460.80</u>
<b>Grand Total</b>	<b>£2761.19</b>

Clerk's expenditure 12.5.21-16.6.21

*May BT line rental contribution: £12.50*

*Stamps: 4 x 2<sup>nd</sup> class stamps @ 66p + 2 x 1<sup>st</sup> class stamps @ 85p + 2 large packets @ £1.83 = £8.00*

*Mileage: delivery of documents to internal auditor 28 miles @ 45 ppm = 12.60*

Stationery: clips/paper/ popper wallets: £7.00  
Total = £40.10

Annual Governance and Accountability Return 2020-21. (All documents had been previously circulated.)  
092/21 : **Internal auditor's report.** Having been considered it was agreed that this report should be accepted. This was proposed by Cllr Mrs D Foster and seconded by Cllr Mrs B Rainford. All were in favour.  
093/21: **The Annual Governance Statement** was considered item by item as Cllr Hirons read the statements out and recorded the PC's responses. It was proposed by Cllr Mrs L Baer that the Chair should sign the document, this was seconded by Cllr Mrs B Rainford and all were in favour. Cllr Hirons duly signed.  
094/21: **The Accounting Statements were considered.** There were no queries and it was proposed by Cllr Mrs S Jones that the document should be signed and this was seconded by Cllr Mrs B Rainford. All were in favour and Cllr Hirons signed it.  
095/21: The clerk confirmed that the dates for the period of the Exercising of Public Rights to scrutinize the unaudited accounts would run from Thursday July 1<sup>st</sup> 2021 to Wednesday August 11<sup>th</sup> 2021 inclusive.  
096/21: The clerk asked for authorization to accept an offer from the internal auditor of a simple spreadsheet accounting template at a one-off cost of £100.00 to include the transfer of all the current data. The template would make the entry of data and the production of useful reports a simple matter. Cllr M Lanham proposed that the offer should be accepted and this was seconded by Cllr Mrs B Rainford. All were in favour.  
097/21 **SALC**  
Nothing to report.  
098/21 **Correspondence**  
Email received from Airband offering the PC a short presentation on the roll-out plans for fibre broadband in the Higher Heath area. The PC declined the offer at this time.  
099/21 Items for next Agenda  
- Youth Shelter  
- Documents review  
  
The meeting was closed at 8.30 pm.

Signed..... Date.....