

Draft Minutes of the Meeting of Sutton Maddock Parish Council

Held on Thursday 9 November 2017 at 7.30 pm

1. Present

Mr. M. Taylor	Chair	SMPC
Mrs E. Attwood		SMPC
Mrs. D. Ford		SMPC
Mrs A. Hill		SMPC
Mr. M. Speke		SMPC
Mrs S Brumwell		Clerk

2. General Public

Mr Hill attended the meeting and explained to the Councillors his concerns regarding the dilapidated garages and overgrown paddock at Brick Kiln Lane. The Parish Council had previously investigated and identified that the land and garages concerned are owned by Shropshire Council. Councillor Taylor agreed to contact Shropshire Councillor Michael Wood to see who would be the appropriate contact at Shropshire Council to see what can be done about the garages and land.

3. Apologies for Absence

Mr R Hotchkiss	SMPC
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4. Disclosable Pecuniary Interests

None declared

5. Chairman's Announcements

None

6. Minutes of the Previous Meeting

RESOLVED that the minutes of the meeting held on 14th September 2017 are confirmed and signed by the Chairman.

7. Matters arising from the previous Minutes

- a. SmartWater and Electoral Roll

Councillor Attwood confirmed she has the spare SmartWater kits.

The Parish Council noted that the SmartWater warning signs have been installed by the Police. The Parish Council identified that further signs are needed in Brocton. Councillor Attwood will suggest suitable locations for the additional signage in Brocton.

Councillor Hill is to check on the signage on the road from Broseley and Coalport into Sutton Maddock and Councillor Speke will check the signage on 'the Rabbit Run' and report at the next meeting.

The Clerk reported that the electronic list of addresses in Sutton Maddock has been received. The Council requested that the Clerk compare the list of addresses that have received SmartWater with the list of addresses in the Parish to identify the domestic properties which have not received SmartWater.

b. Brockton Crossroads

The Clerk reported that an email has been received from Shropshire Council to advise that Brockton crossroads has been identified as an 'accident cluster site'. As a result Shropshire Council are commissioning a report from a Consultant on appropriate modifications that may be made to the road layout to reduce the number of accidents.

c. Land at Brick Kiln Lane

No further discussion took place following the public session.

d. Website Profiles

Draft profiles were approved by the Councillors, save for a couple of typographical errors which the Clerk will correct. The Clerk invited the Councillors to provide a photograph to accompany their profile of the Parish Council website.

e. Planning Enforcement

The Clerk reported that the matters raised at the previous meeting had been lodged with Shropshire Council.

8. Planning

No planning applications for consideration.

9. Vacant Seat

Councillor Taylor will approach some parishioners and will report back at the next meeting.

10. Local Plan Consultation

No comments.

11. Place Plan Review Questionnaire

No comments.

12. Place Plan Review Questionnaire

No Comments.

13. Finance

The Council noted the current consultation.

a. Receipts and payments balance as at 04 November 2017 £4946.66

b. Payments for Approval:

Clerk's Salary	£184.64
Clerk's Expenses	£23.40
HMRC PAYE	£46.04

RESOLVED that the payments above be approved and the cheques were drawn and signed by Councillors Taylor and Attwood.

The following expenses were approved for the Clerk to incur:

Payroll Software	£6 + VAT per month
Anti-virus software	£50.00

RESOLVED that the Clerk be authorised to incur the expenses above.

Training Requests:

SALC course 'CILCA Session 2	£65.00
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RESOLVED that the training request above be approved.

14. BUDGET 2018/19

The Councillors considered the draft Budget and made various amendments for the Clerk to incorporate into a final draft Budget for the next meeting.

The Councillors resolved that the Clerk shall check that the Parish Council has been reimbursed the £850 paid in respect of the legal costs for the sale of the Village Hall.

15. Any other business

a. Policy Documents

Councillor Hill reported that she had attended the SALC course 'How to be a Good Employer' and noted that further policies are required for Equality and Diversity, Health & Safety, Expenses, and Data Protection. The Clerk will investigate availability of NALC precedent documents and circulate these prior to the next meeting.

Date of the next meeting

Schedule for Thursday 11 January 2018

Chairman, 11 January 2018