

## Sutton Maddock Parish Council

Clerk:  
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Chairman:  
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To all members of the Council

4<sup>th</sup> November 2017

Dear Sir/Madam

A meeting of the Sutton Maddock Parish Council will be held on **THURSDAY 9<sup>TH</sup> NOVEMBER 2017** commencing at **7.30 P.M.** at **NORTON VILLAGE HALL.** All members are summoned to attend for the transaction of the following business.

Yours faithfully

Sara Brumwell

Clerk to the Council

### **AGENDA**

#### **1. GENERAL PUBLIC**

To take matters raised by the General Public attending the meeting.

#### **2. APOLOGIES FOR ABSENCE**

**To receive for approval and acceptance** any apologies for absence.

#### **3. DISCLOSABLE PECUNIARY INTERESTS**

**(a) Dispensations - to receive and consider** any requests to grant dispensations in respect of the restrictions which apply at a meeting which is considering a matter in which a member holds a disclosable pecuniary interest.

**(b) Declaration of any disclosable pecuniary interests** in items included in the agenda for discussion at the meeting.

#### **4. CHAIRMAN'S ANNOUNCEMENTS**

#### **5. MINUTES OF LAST MEETING**

To **confirm** the minutes of the meeting of the Council held on the 14<sup>th</sup> September 2017 – see **Appendix A**

#### **6. MATTERS ARISING FROM THE MINUTES**

**6.1 SmartWater and Electoral Roll** – the Clerk will report

**6.2 Brockton Crossroads & Road Safety Brockton** - the Clerk will report

**6.3 Land at Brick Kiln Lane** – see **Appendix B**

**6.4 Website Profiles** – see **Appendix C**

**6.5 Planning Enforcement** – to note that the planning enforcement queries identified at the last meeting have been reported to Shropshire Council.

#### **7. PLANNING APPLICATIONS**

##### **(a) Applications for consideration**

None

##### **(b) Decided applications (for information only):**

1. 17/03823/FUL – change of use of land from agricultural to equestrian use; erection of timber stable buildings and formation of horse manure and used straw holding area at Havenhills Farm, Lower Haven Hills, Shifnal, Shropshire, TF11 9NR – Granted
2. 17/03268/FUL Erection of replacement bungalow at Glenacre , Mill Lane, Kemberton, Shifnal, TF11 9LT – Granted

#### **8. VACANT SEAT**

To note that following the May uncontested election and subsequent co-option of Councillor Speke there still remains one vacate seat.

To consider further action to fill the vacancy.

#### **9. LOCAL PLAN REVIEW 'PREFERRED OPTIONS' CONSULTATION**

To **consider** the Parish Council's response to Shropshire Council's Local Plan Review 'Preferred Options' Consultation (consultation documents circulated by email). Closing date: 22 December 2017.

#### **10. PLACE PLAN REVIEW QUESTIONNAIRE**

To consider the Parish Council's response to Shropshire Council's Place Plan Review Questionnaire (documents circulated by email). Closing date: 22 December 2017.

## 11. CORRESPONDENCE

All correspondence received by email has been forwarded. There is no written correspondence to consider.

## 12. FINANCE

Receipts and payments balance at 04 November 2017 £ 4,946.66 – **see Appendix D**

To approve payments to be made at this meeting:

- a) Sara Brumwell:
- |            |         |
|------------|---------|
| (i) Salary | £184.64 |
|------------|---------|

(£1384.19 gross salary divided into 6 payments)

(ii) Expenses:

Mileage to meeting (20 miles at 0.45p per mile)	£9.00
Mileage to CiLCA course (32 miles at 0.45p per mile)	<u>£14.40</u>
	£23.40

- b) HMRC PAYE on the clerk's salary £46.06

- c) Payroll Software – Sage 1 - £6 + VAT per month

- d) Anti-virus software for SMPC laptop £50.00

- e) Training Requests:

- (i) The Clerk requests to attend:

- |   |        |
|---|--------|
| (i) SALC 'CiLCA Session 2' training<br>12 <sup>th</sup> January 2018 9.30-3.30pm<br>(Part 2 of 4 training sessions) | £65.00 |
|---|--------|

## 13. BUDGET 2018/19

To receive a report and recommendations relating to the budget for the current financial year and a draft budget for 2018/19 for comments – see **Appendix E**.

## 14. REPORT FROM SHROPSHIRE COUNTY COUNCIL

No report received

## 15. MEETINGS, CONFERENCES, EVENTS, TRAINING ETC.

### (a) Meetings

- 22 November 2017 – 10.15am - 2.45pm - Rural Service Network on Rural Places, Rural Challenges – University Centre, Shrewsbury

- 23 November 2017 – 10am to 12pm Town & Parish Councils Forum – University College Shrewsbury, Room 019, The Guildhall, Frankwell, Shrewsbury.
- 23 November 2017 – 6pm - Citizens Advice AGM - Haydn Smith Room, Theatre Severn, Shrewsbury
- 29 November 2017 – 7pm to 9m - Special LJC Planning Meeting on Place Plan Review – Bridgnorth Town Hall

**(b) Training**

- *'Insurance for Town and Parish Councils' (Vicky Jacomb, Came & Co.)* 29<sup>th</sup> November 2017, 5.30 p.m. – 7.30 p.m. at Shirehall, Shrewsbury.

Please contact the Clerk if you are interested in attending any of the above training sessions.

**16. DATES OF FUTURE MEETINGS**

**To confirm** the dates of the following meetings:

Thursday 11<sup>th</sup> January 2018

Thursday 8<sup>th</sup> March 2018