

# **CLEE ST. MARGARET PARISH COUNCIL**

## **Draft Minutes of the Ordinary Council Meeting on Monday 17th July 2023.**

**Members:** Cllrs Helen Robinson (Chair), Ian Heighway, Richard Morgan, Tamsin Osler and Scarlett Penn. In attendance: H Coonick (Clerk)

1. **RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:** Cllrs Ken Jackson and John Heighway. Cllr Cecilia Motley (Shropshire Council).
2. **TO RECEIVE ANY DECLARATIONS OF INTEREST:** None
3. **TO APPROVE the MINUTES of the PARISH COUNCIL MEETING held on 26<sup>th</sup> June 2023:**  
**RESOLVED:** to approve the minutes and they were signed by the chair with alteration to item 2 which should read 'Cllr John Heighway re: item 6.1'
4. **PUBLIC SESSION:** One member of the public was in attendance.
5. **REPORTS FROM REPRESENTATIVES**
  - 5.1. **Shropshire Council** – Cllr Cecilia Motley had sent a report. Shropshire Council members had come to a cross-party agreement in their response to the Local Government Boundary Commissions' proposed changes to the divisional boundaries. They do not expect a response from the Boundary Commission until September.
  - 5.2. **Village Hall** – Cllr John Heighway had sent apologies
  - 5.3. **Commoners Association** – Cllr Ian Heighway reported that there had not been a meeting.
  - 5.4. **Our Upland Commons** – Cllr Ian Heighway had nothing to report.
6. **THE COMMON**
  - 6.1. **Update on the Countryside Stewardship Scheme and the Sustainable Farming Incentive Moorland Scheme Applications:** There was no update available.
  - 6.2. **Consider Clearing of Rights of Ways and Footpaths:**  
**RESOLVED:** Cllr Ian Heighway will survey the footpaths and bridleways and decide whether they need clearing.
  - 6.3. **Decide Upon a Review of Ponds on the Common:** Maintenance of ponds may be part of the Countryside Stewardship Scheme.  
**RESOLVED** Cllr Ian Heighway will review the ponds and check the information signs at entrances to the common.
  - 6.4. **Risk Assessment including Wildfire Risk:** The Parish Council is having assistance to add the wildfire risk to the risk assessment.  
**RESOLVED:** Defer to the next meeting.
  - 6.5. **Consider Repairs to the Tank in the Quarry:** Cllrs John and Ian Heighway will review and make proposals for possible repairs.  
**RESOLVED:** Defer to the next meeting.
7. **GENERAL COUNCIL BUSINESS**
  - 7.1. **Consider Duties to Conserve and Enhance Biodiversity (Environment Act 2021):** The regulations on fencing on commons will be circulated before the next meeting.  
**RESOLVED:** Defer to the next meeting.
  - 7.2. **Environmental Maintenance Contractor Update:** There had been one applicant and a reference was being sought. Several areas of work were identified.  
**RESOLVED:** to contract the applicant if the reference was satisfactory.
  - 7.3. **Update on Repairs to the Ford:** The Clerk had contacted Shropshire Council Highways to request an update. There had been no response.  
**RESOLVED:** the Clerk will continue to contact Shropshire Council to request the repairs.
  - 7.4. **Update on Chairs and Clerks Meeting including Place Plan and Parish Plan:** Cllr Robinson reported that the main areas of discussion were on divisional and parish boundaries. All of those attending reported that their Parish Plans needed updating. Cllr Motley agreed to seek a template which could be used for renewing the plans.
  - 7.5. **Consider items for Inclusion in the Place Plan:**  
**RESOLVED:** To request the following for inclusion in the Place Plan a. repairs to the ford b. resurface the Cockshutford Road c. repairs to the road edges throughout the parish.

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## **8. CORRESPONDENCE**

### **8.1. Bruno Peak, Pageant Master re D-Day 80 Celebrations:**

**RESOLVED:** the Parish Council will not have a beacon but will support Abdon/the Burwarton Estate if they do. The Clerk will pass the information from the pageant master to the Village Hall Committee.

## **9. PLANNING**

**9.1. Update on The Mill Planning Appeal:** No update available.

## **10. FINANCE**

**10.1. Review the Finance Report Including Expenditure Against Budget:** The Clerk reported that expenditure in the first quarter was £2,273.65 and Income was £2,293.27. The expenditure was within budget. As of the 30<sup>th</sup> June 2023 the Lloyds current account held £211.72, and the savings account held £26,197.37. The Hargreaves Lansdown Investment Account held £115,476.56 and the cash account held £507.67. The income from the investments had been higher than forecast for the first quarter.

**RESOLVED:** To accept the report and expenditure against budget and the bank reconciliation was signed as correct.

**10.2. Update on Changes to Signatories on Investment Platform:** The Clerk reported that the forms had been completed by the outgoing signatories. There were two further outgoing signatories who needed to be removed from the platform. The new signatories will need to complete the forms.

### **10.3. Authorise Payments – Information Commissioners Office £35**

**RESOLVED:** To make the above payment.

## **11. ITEMS FOR POSSIBLE INCLUSION IN THE NEXT MEETING AT 7.30PM 11<sup>TH</sup> SEPTEMBER 2023:**

- a. Risk Assessment
- b. Repairs to the tank in the quarry
- c. Conserve and Enhance Biodiversity

**Signed by the Chair:**

**Date:**