

Upton Magna Parish Council

Minutes of the Meeting of the Parish Council held on Thursday 13th July 2023 at 7.30pm in the Memorial Hall

23/049 REGISTER OF ATTENDANCE and APOLOGIES FOR ABSENCE

Present: Cllrs Phil Roberts (Chair), Jeana Bennion, Andy Brooker, Michael Dawson, Julieanne Lloyd, Andy Pillow, Dan Sims.

Apologies: None.

Clerk: Alison Utting

Also: SC Cllr Lezley Picton (left after item 23/053). Huw Williams (Sundorne Estate Manager).

23/050 PUBLIC PARTICIPATION SESSION – None.

23/051 DECLARATIONS OF INTEREST – None.

23/052 MINUTES – It was agreed that the Chairman should sign the minutes of the annual parish council meeting held on 11th May 2023, and the minutes of the Annual Community Meeting of the same date, as true and correct records of those meetings.

23/053 REPORT FROM CLLR. LEZLEY PICTON (SHROPSHIRE COUNCIL)

Cllr Picton reported that the unitary council is expected to survive its current financial challenges. SC has submitted its response to the Boundary Review (electoral) and has agreed that Tern Division should lose Bicton parish and gain Hadnall. The Local Plan is still undergoing examination – government decision expected around October time. Progress is being made with Highways jobs, focusing on the most desperately-needed repairs. Haughton road has been re-dressed and white lines painted.

23/054 OTHER REPORTS

- a) **Footpaths** – MD and HW reported that the footpath group has been working well with the Estate. No major issues at present.
- b) **SALC** – PR had attended Chairs' Network Meeting on Zoom. He mentioned that the subject of AED inspections/maintenance had been a topic of discussion. He wondered whether the defibrillators in the village are being inspected and maintained. AED units will usually give an alert if there is any problem, but the

pads need to be checked to see if they are still in date. Councillors to speak informally to see whether this is being done by anyone.

23/055 PROGRESS REPORT

- a) **Village Hall fence** – This should be done as soon as harvest is finished (within 2 – 3 months).
- b) **Assets of Community Value** – The Memorial Hall has been registered as an ACV for 5 years.
- c) **Asset inspection** – AB has completed the inspection. Form to be sent to Clerk.
- d) **Damaged kerb by Yew Tree Cottage** – JB reported that this has now been repaired.

23/056 GENERAL PARISH & HIGHWAY MATTERS

*Please note: Most highway and general repair matters are best reported using **fixmystreet.com**. This will usually get the quickest results.*

Holly Coppice road – PR reported that the poor state of the road has been a subject of discussion on social media. Two potholes have been filled, but new ones keep appearing. The road is in a particularly bad condition under the trees close to the Haughtmond Hill car park. Clerk to report to Highways and Cllr Picton.

Church Lane – JL reported her own and other residents' concerns about speeding. As the road is unadopted, it does not come under Shropshire Council Highways. JL agreed to discuss with residents how they want to proceed and if they require any action from the parish council, it will be an agenda item at a future meeting (if such action is within the parish council's powers).

Highway signs – JB and DS will do an inspection of all the signs and report back.

Memorial Hall Wi-Fi – Cllrs agreed that providing internet connection for village hall users would be hugely beneficial. AP to pass this on to the Hall Committee (who have already been in discussion about it).

23/057 PLANNING

- a) Council noted that the following **planning application** was considered by the Planning Committee (email) and it was decided that no response be submitted:
Reference: **23/01563/FUL** Rose Cottage, Haughton SY4 4GB

Proposal: Erection of domestic microgeneration ground mount of solar.

b) No further **planning applications** were received in advance of this meeting.

c) Council noted the following **planning decision** published by Shropshire Council:

Reference: **23/01563/FUL** Rose Cottage, Haughton SY4 4GB

Proposal: Erection of domestic microgeneration ground mount of solar.

Decision: Grant permission.

d) No further **planning decisions** were published in advance of this meeting.

23/058 PLACE PLAN – Council decided that no future priorities should be recorded and submitted to Shropshire Council at present.

23/059 STAFFING

Council resolved to pay part of the Clerk's membership of Society of Local Council Clerks, with the Clerk's other employer paying the remainder. Cost to UMPC = £68.64 (calculated in line with the number of hours worked for each council).

23/060 POLICIES

Council finalised and then adopted the following policies:

- a) Standing Orders (Prop: PR, Sec: AB, unanimous)
- b) Staffing Committee Terms of Reference (Prop: JL, Sec: DS, unanimous)
- c) Risk Management policy (Prop: JB, Sec: AP, unanimous)

23/061 POLICE CHARTER

Council agreed that the Clerk should submit the following response:

1. That our policing priorities remain as previously stated:
 - Speeding – particularly on Pelham Road.
 - Dangerous parking near the school.
 - Farm thefts.
2. That councillors would really like to have an occasional presence at parish council meetings (Clerk to submit dates again).
3. That councillors are concerned that we seem to get little or no notice of police surgeries when they happen.

23/062 FINANCE

a) Payments and receipts

Council noted the following **payments** made in June 2023:

| Amount | Details | Power to spend |
|--------|---------------------------------------|---|
| 200.00 | Clerk's salary (May) | LGA 1972 s112 |
| 46.16 | Electricity for street lighting (Dec) | Parish Councils Act 1957 s.3 Highways Act 1980, s301 |
| 18.00 | Banking fee | LGA 1972 s111 |

Council agreed to make the following **payments**:

| Amount | Details | Legal Power |
|--------|---------------------------------|---|
| 322.38 | Clerk's salary and expenses | LGA 1972 s112 and LGA (financial provisions) 1963 s5. |
| 117.20 | PAYE (months 3 and 4) | LGA 1972 s112 |
| 24.72 | Microsoft365 | LGA 1972 s142 |
| 61.98 | Parts for mowers (churchyard) | Open Spaces Act 1906, ss 9 and 10 |
| 32.40 | Fuel for mowers (churchyard) | Open Spaces Act 1906, ss 9 and 10 |
| 46.20 | Electricity for street lighting | Parish Councils Act 1957 s.3 Highways Act 1980, s301 |

Council noted the following **receipts**:

| Amount | Details |
|--------|--|
| 877.09 | Reclaimed VAT (2022-23) |
| 9.40 | Microsoft365 contribution from Hadnall Parish Council (Apr, May) |

- b) Council received and approved the **accounts and bank reconciliation** to date.
- c) Council resolved that the following councillors should continue as **banking signatories**: Andy Brooker, Michael Dawson, Julieanne Lloyd, Andy Pillow, Phil Roberts.

23/063 CORRESPONDENCE

SC Highways -

Road Closure: Haughmond Abbey Junction B5062 To Laburnum Cottage Junction, Withington. 31st July - 2nd August 2023 09:30am - 15:30pm (BT engineering work)

Road Closure: Hunkington Lane, Withington 2nd October 2023 for one day. (Severn Trent Water, remedial works required to repair defective reinstatement).

Shropshire Council – Statement of Licensing Policy consultation (responses invited until 27th Aug). Healthier Weight Strategy consultation (responses until 7th Sept).

Email from resident about parking issues by the school – With the resident’s permission, JB had shared the email correspondence between him and SC Traffic Engineering. Cllrs agreed that the Clerk should respond to the resident as per their discussion.

The meeting closed at 9.05pm.

Signed: _____ Date: _____

PLEASE NOTE THAT THE EMAIL ADDRESS FOR THE CLERK HAS CHANGED

Alison Utting – Upton Magna Parish Council
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