

CLEE ST. MARGARET PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting on Monday 10th October 2022

ATTENDANCE: Cllrs Helen Robinson (chair), John Heighway, Ken Jackson, Richard Morgan, Tamsin Osler and Scarlett Penn. Cllr Cecilia Motley (Shropshire Unitary Authority), Heather Coonick (Clerk/RFO) and two members of the public.

1. **APOLOGIES FOR ABSENCE:** Cllr Ian Heighway
2. **TO RECEIVE ANY DECLARATIONS OF INTEREST:** None
3. **MINUTES of the PARISH COUNCIL MEETING held on 5th September 2022:** Approved with an alteration to item 6.2 which should read 'They have decided to clear the car park of vegetation with further discussion regarding the method.'
4. **PUBLIC SESSION:** No Comments.
5. **GENERAL COUNCIL BUSINESS**
 - 5.1. **SmartWater Roll Out and Signage:** The Clerk reported that 11 kits had already been registered and signs will be erected by West Mercia Police once 50 kits have been registered.
 - 5.2. **Local Policing Community Charter:** It was agreed to request that two community issues be forwarded to West Mercia Police for the Community Charter for Clee St Margaret: Thefts and Traffic Offences with particular reference to delivery vans.
 - 5.3. **Defibrillator Software Update:** The defibrillator at Cockshutford will be returned to the manufacturer for an update from the 16/10/22. The Clerk will ensure that The Circuit is updated. The defibrillator should be returned by the 23/10/22
 - 5.4. **Re-enrolment in Numbers Plus Call Round System for the Defibrillator:** It was agreed that as there were four people who had been trained to use the defibrillators that Numbers Plus should be continued.
 - 5.5. **Grievance and Disciplinary, Health & Safety and Equal Opportunities Policies:** were adopted with some minor alterations.
 - 5.6. **Updating the Parish Plan:** Deferred to the next meeting.
 - 5.7. **The Carbon Literacy Project:** The Clerk has been in contact and will ask them to attend the next meeting.
 - 5.8. **Decide upon Charitable Donations:** It was decided to donate £150 each to Midlands Air Ambulance, South Shropshire Youth Forum and Oak Farm at Ditton Priors.
6. **REPORTS FROM REPRESENTATIVES**
 - 6.1. **Shropshire Council – Cllr Cecilia Motley** reported that Shropshire Council are supporting organisations to provide 'Warm Welcomes' - free, warm and welcoming places for the public over this Winter. There has been a reshuffle in the cabinet, and she is now responsible for Communities and Health. The Rural Prosperity Fund has been launched but it is not clear what it can be spent on yet. There will be a change in how waste collections are organised, households will be notified of the changes.
 - 6.2. **Village Hall – Cllr Scarlett Penn** reported that she is no longer able to continue as the Parish Council representative on the Village Hall Committee. Deciding on a replacement was deferred to the next meeting.
 - 6.3. **Commoners Association – Cllr John Heighway** reported that the Association has met and considered the 'Our Upland Commons Proposals for the Habitat Management of Clee Liberty Common' and the Sustainable Farming Incentive.
 - 6.4. **Our Upland Commons – Cllr John Heighway** presented the Habitat Management Report to the Parish Council. There was still some information to be added before it would be made more widely available including being published on the Parish website.
7. **THE COMMON**
 - 7.1. **The New Maintenance Plan:** It was decided that once the Habitat Management Report had been completed a public meeting (hopefully before the end of the year) would be held to consult with

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members of the public in the development of the Maintenance Plan. The Council supported the Commoners Association expressing an interest in the Sustainable Farming Incentive which would fund detailed surveys of the Common.

- 7.2. **Stone Road Gate Padlock:** A new padlock will be purchased which has controlled key cutting. The gate has to be padlocked to safeguard the mast. Individuals who need access or have permissive rights to access the Common will have one key provided by the Parish Council, further keys will need to be purchased via the Parish Council.
- 7.3. **Contact Telephone Numbers Notices:** New signs with updated telephone numbers will be purchased at a cost of £10 per sign.
- 7.4. **Trees on the Boundaries of The Common:** The landowner will be asked to cut back the trees that are growing over the Stone Road Track.
- 7.5. **Vehicles Accessing Pole Gutter Cottage:** A letter has been sent to an individual to inform them that there is no vehicular access to Pole Gutter Cottage.

8. FINANCE

- 8.1. **Accounts, Expenditure Against Budget and Bank Reconciliation:** These were approved, and the bank statements were signed by Cllr Robinson. Future reports will include a statement of received and expected income.
- 8.2. **Reserves, Investment Policy and Financial Advice:** It was agreed that the cost of financial advice was unacceptable. Cllr Jackson will present an Investment Strategy for consideration at the next meeting as required by the Local Government Act 2003. The Investment Strategy and details of investments will be made available on the website after the next meeting.
- 8.3. **Investment Advisory Group Report:** Cllr Jackson presented the Investment Advisory Group Report. Previous Councillors Hardingham and Palmer had managed the Investments producing on average annual return of 4%. At present government bonds would produce a similar return and follow the guidance of the Local Government Act 2003 regarding Security and Liquidity. It was agreed that Councillor Jackson and the Clerk will organise for the Cash held in the Hargreave Lansdowne Account to be invested in Government Bonds.
- 8.4. **Payments – Agrii** for Asulox (£876.77), Izzy Bell (Weed wiping) £190 and D Heighway £249.68 (Diesel for topping and harrowing) were authorised for payment.

9. **ITEMS FOR POSSIBLE INCLUSION IN THE NEXT MEETING at 7.30pm 21st November 2022:** a. Parish Plan b. Draft Budget c. Carbon Literacy Project d. Village Hall Representative e. Clee Liberty Common Maintenance Plan f. Investment Strategy

Signed by the Chair:

Date: