

**Attendance**

**Chairman:** Cllr Thomson

**Councillors:** Cllr Stallard, Cllr Bentley, Cllr Faulkner, Cllr Hislop, Cllr Millard, Cllr Partridge, Cllr Stanton, Cllr Taylor

**Clerk:** Mr Wayne Salisbury

**Other:** None

**Public:** None

**Apologies:** None

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**Minutes of the Monthly Meeting of Cheswardine Parish Council held at the  
Parish Hall on Tuesday 12<sup>th</sup> December 2023**

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Meeting started at 7:00 p.m.

**1. Welcome**

The chair welcomed members and thanked them for their punctual attendance at the earlier start of the meeting.

**2. To receive apologies for absence**

No apologies were received.

**3. Declarations of Interest**

Cllr Stanton declared an interest in item 8 Local Bus Service Provision.

**4. Minutes of the previous meeting**

- a) RESOLVED: that the minutes of the meeting held on 21<sup>st</sup> November 2023 be approved as a correct record and signed by the Chair.
- b) RESOLVED: that the minutes of the extraordinary meeting held on 4<sup>th</sup> December 2023 be approved as a correct record and signed by the Chair.

**5. Public Participation.**

No members of the public were in attendance.

**6. Shropshire Unitary Councillor's report**

Cllr Gittins was not in attendance and sent apologies ahead of the meeting.

Cllr Hislop raised the quiet lanes initiative and if it would be of benefit to the Parish. It was agreed that the Clerk would request info with Cllr Gittins to discuss further at the January meeting.

Cllr Stallard commented on the road sweeping schedule recently shared and how there are roads listed which do not have any cleaning taking place. It was agreed that this is something which can be raised with Cllr Gittins at a future meeting.

**7. Reports from Parish Council Representatives – To receive reports from.**

a) Cheswardine School

Cllr Bentley shared a written report with members ahead of the meeting.

b) Parish Hall

Nothing to report.

c) Bus service

Cllr Stanton reported that the service is running stronger than ever with 7 passengers booked for this week and 8 travelling last week. It was noted that regular passengers are bringing others with them to utilise the bus service.

## **8. Local Bus Service Provision**

Cllr Stanton shared info regarding a revised proposal gained from speaking to the chair of North Salop Wheelers.

RESOLVED: The Parish Council will fund the subscription fee for 6 passengers at £30 per passenger. (Total £180).

Passengers will be charged £4 per round trip and topped up to £7 as per NSW charge.

This resolution supersedes the resolution made in September 2023.

Cllr Taylor raised that if the bus service gains more passengers in the future, then the Parish Council would need to reconsider what we contribute.

Cllr Taylor also commented on the amount of work that Cllr Stanton completes voluntarily to administer the bus service.

The Chair conveyed his appreciation to Cllr Stanton for the work he undertakes to support the bus service.

## **9. Playing Field, Playground and Car Park**

Cllr Millard asked about the hedge cutting around the playing field. The Clerk advised that they have spoken to the contractor and discussed further with the chair and that the work will be completed at an appropriate time.

The Chair shared location info regarding Hell Lane and the gaps in the hedge which is enabling access into the nearby field.

Cllr Taylor advised that the Parish Council funds a contractor to cut back this area to keep the right of way clear.

It was agreed that the clerk would investigate the land registry so that ownership of this lane could be determined.

a) To consider the purchase of any additional dog waste bins

Cllr Stallard raised that if some residents were not complying and dog waste bins were not being used currently then why would additional bins make a difference.

Cllr Millard reported issues of dog waste being deposited in general waste bins.

Cllr Bentley asked how often Shropshire Council would empty additional waste bins, Cllr Millard stated it is a weekly schedule.

Cllr Stallard raised the concern of having to educate people in the use of the correct waste bin and suggested that if additional bins did not resolve the issue after a year, then any additional Parish Council-funded bins should no longer be emptied at the Parish Council's expense.

Cllr Bentley commented on the need to highlight any investment on social media.

RESOLVED: To purchase 2 x Earth Anchors HGN45 Dog Waste Bins with Concrete in posts and pedal-operated lids. Total cost including shipping £518 ex VAT.

b) To consider the additional charge from Shropshire Council for the emptying of additional dog waste bins.

RESOLVED: To request the emptying of 2 x additional bins by Shropshire Council for £145 per bin as quoted by Shropshire Council Street Scene.

c) To consider charges for bin emptying and odd jobs completed.

RESOLVED: To accept the charges totalling £417.93 for bin emptying and odd jobs as invoiced.

## **10. Highways/Environmental Health matters**

Cllr Stallard raised an issue with verges being churned up when hedge cutting is completed which can make roads dangerous.

The Chair commented that this is something which could be raised with the unitary councillor at a future meeting.

## **11. Clerks Report**

The clerk's report was received by members. It was highlighted that correspondence from a resident has been received regarding grant donations.

The Clerk shared that they have prepared contact and meeting information posters which are to be displayed on the noticeboard.

**12. Budget 2024-25**

a) To consider and determine budgeted payments (expenditure) for 2024-25.

RESOLVED: That the 2024-25 budget be set to incur payments (expenditure) of £29,676

b) To consider and determine the precept request for 2024-25.

RESOLVED: That the 2024-25 precept request be a value which results in a Band D payment of £57.41. This would return a zero change to the electorate on the previous year. The monetary precept figure is to be calculated once the tax base figure is available.

c) To consider and determine any income appropriated from reserves to cover budgeted expenditure.

RESOLVED: That the difference between expenditure and receipts to be appropriated from reserves.

**13. Planning (Town and Country Planning Act 1990. Sched 1, para 8)**

|                       |  |
|-----------------------|--|
| Reference             | 23/04844/VAR   |
| Application Validated | Tue 21 Nov 2023  |
| Address               | The Old Barn Marsh Lane Cheswardine Market Drayton Shropshire TF9 2SF                  |
| Proposal              | Variation of condition 2 (approved plans) attached to planning permission 22/04542/FUL |
| Deadline              | 12 <sup>th</sup> December  |

[23/04844/VAR | Variation of condition 2 \(approved plans\) attached to planning permission 22/04542/FUL |](#)

No representation regarding this application was proposed.

**14. Authorisation of payments**

a) RESOLVED: The schedule of payments for December 2023 correctly states the invoices presented and that £1470.79 is approved to be paid. £231.72 has been paid under 5.5B and £288 has been paid under 5.5A (as detailed on page 693)

b) A correction was noted to the Schedule of Payments presented at the November meeting which showed the same description across 2 lines relating to Groundforce. (Corrected schedule as detailed on page 694)

**15. Payment Arrangements**

RESOLVED: To approve and confirm that all payments from the Council for goods and services are made via direct payment (BACS) when possible.

**16. Items for January Agenda**

- Quiet Lanes / Street Cleansing (Shropshire Council Unitary Councillor item)
- It was requested that at a future meeting, members can discuss engaging with residents on the work of the Council.

Meeting concluded at 9:29 pm.

Chairman..... Date.....

### Cheswardine Parish Council Schedule of Payments 12th December 2023

|              | Date of Debit or Cheque Raised | Recipient   | Purpose   | £              | £      | Cheque No     | Power of expenditure                               | Scribe |
|--------------|--------------------------------|---|---|----------------|--------|---------------|--|--------|
| 1            | 13/12/2023                     | HMRC  | Tax & Contributions on Clerks salary - December                                 | 68.60          |        | Bank Transfer | LGA 1972 S 112                                     | Yes    |
| 2            | 13/12/2023                     | W Salisbury   | Clerk Salary - December   | 417.34         |        |               | LGA 1972 S 112                                     | Yes    |
| 3            | 13/12/2023                     | W Salisbury   | Giff Gaff Phone Monthly Payment   | 6.00           | 440.44 | Bank Transfer | LGA 1972 S 111                                     | Yes    |
| 4            | 13/12/2023                     | W Salisbury   | Mileage (21st Nov 38 miles x 0.45)  | 17.10          |        |               | LGA 1972 S 112                                     | Yes    |
| 5            | 14/12/2023                     | Shropshire Council                                      | Joint Energy Costs - Street Lighting - 3rd Quarter                              | 243.82         |        | Bank Transfer | Highways Act 1980 s301                             | Yes    |
| 6            | 12/12/2023                     | Shropshire County Council Other Direct Receipts A/C 'V' | Cheswardine Primary and Nursery School - Grant for enrichment activity trip     | 300.00         |        | 101481        | LGA 1972 S 137                                     | Yes    |
| 7            | 12/12/2023                     | BA Glover   | Cambers County Stores - Timber for playground repairs                           | 52.93          | 417.93 | 101482        | Open Spaces Act 1906 ss9 & 10 / Litter Act 1983 S5 | Yes    |
|              |                                |   | Odd Jobs - Bin emptying / Playground Repairs / Bench Repairs / Tree Maintenance | 365.00         |        |               |  | Yes    |
| <b>Total</b> |                                |   |   | <b>1470.79</b> |        |               |  |        |

| Payments made as resolved under the approved payments list 5.5b |                                |             |                     |               |   |                            |                               |        |
|---|--------------------------------|-------------|---------------------|---------------|---|----------------------------|-------------------------------|--------|
|   | Date of Debit or Cheque Raised | Recipient   | Purpose             | £             | £ | Cheque No / Payment Method | Power of expenditure          | Scribe |
| 8   | 27/11/2023                     | BT          | Broadband           | 28.74         |   | Bank Transfer              | LGA 1972 S 133                | Yes    |
| 9   | 01/12/2023                     | PG SKIPS    | Rubbish Removal     | 28.15         |   | Bank Transfer              | Litter Act 1983 ss.5          | Yes    |
| 10  | 30/11/2023                     | Groundforce | Grounds Maintenance | 174.83        |   | Bank Transfer              | Open Spaces Act 1906 ss9 & 10 | Yes    |
| <b>Total</b>  |                                |             |                     | <b>231.72</b> |   |                            |                               |        |

| Payments made under Financial Regulations 5.5a to avoid late payment |                                |           |  |               |   |                            |                      |        |
|--|--------------------------------|-----------|--|---------------|---|----------------------------|----------------------|--------|
|  | Date of Debit or Cheque Raised | Recipient | Purpose  | £             | £ | Cheque No / Payment Method | Power of expenditure | Scribe |
| 11   | 23/11/2023                     | Netwise   | Annual fee for 10 x council domain email addresses | 288.00        |   | Bank Transfer              | LGA 1972 S 142       | Yes    |
| <b>Total</b>   |                                |           |  | <b>288.00</b> |   |                            |                      |        |

Invoices checked and verified at the meeting held on 12th December 2023

## Cheswardine Parish Council Schedule of Payments 21st November 2023

|              | Date of Debit or Cheque Raised | Recipient        | Purpose  | £             | £      | Cheque No     | Power of expenditure      | Scribe |
|--------------|--------------------------------|------------------|--|---------------|--------|---------------|---------------------------|--------|
| 1            | 28/11/2023                     | N Salop Wheelers | Bus service payment  | 33.00         |        | Bank Transfer | LG Rating Act 1997 s26-29 | Yes    |
| 2            | 23/11/2023                     | HMRC             | Tax & Contributions on Clerks salary - Nov                   | 112.20        |        | Bank Transfer | LGA 1972 S 112            | Yes    |
| 3            | 22/11/2023                     | W Salisbury      | Clerk Salary - November and adjustment for April to October  | 590.69        | 667.76 | Bank Transfer | LGA 1972 S 112            | Yes    |
| 4            | 22/11/2023                     | W Salisbury      | Giff Gaff Phone Monthly Payment                              | 6.00          |        |               | LGA 1972 S 111            | Yes    |
| 5            | 22/11/2023                     | W Salisbury      | Mileage (19th Sep 38 miles x 0.45)                           | 17.10         |        |               | LGA 1972 S 112            | Yes    |
| 6            | 22/11/2023                     | W Salisbury      | Remembrance Wreath - RBL Poppy Shop                          | 23.98         |        |               | LGA 1972 S 137            | Yes    |
| 7            | 22/11/2023                     | W Salisbury      | HP Ink - Printing Subscription                               | 9.99          |        |               | LGA 1972 S 111            | Yes    |
| 8            | 22/11/2023                     | W Salisbury      | Middles Marches Trust - Donation for Training for D Faulkner | 20.00         |        |               | LGA 1972 S 111            | Yes    |
| <b>Total</b> |                                |                  |  | <b>812.96</b> |        |               |                           |        |

| Payments made as resolved under the approved payments list 5.5b |                                |             |  |               |   |                            |                               |        |
|---|--------------------------------|-------------|--|---------------|---|----------------------------|-------------------------------|--------|
|   | Date of Debit or Cheque Raised | Recipient   | Purpose                                      | £             | £ | Cheque No / Payment Method | Power of expenditure          | Scribe |
| 9   | 27/10/2023                     | BT          | Broadband                                    | 28.74         |   | Bank Transfer              | LGA 1972 S 133                | Yes    |
| 10  | 03/11/2023                     | PG SKIPS    | Rubbish Removal                              | 28.15         |   | Bank Transfer              | Litter Act 1983 ss.5          | Yes    |
| 11  | 23/10/2023                     | Groundforce | Grounds Maintenance - Car Park Spraying      | 180.00        |   | Bank Transfer              | Open Spaces Act 1906 ss9 & 10 | Yes    |
| 12  | 20/10/2023                     | W Salisbury | Clerk Salary - 30.5 Excess Hours Payment     | 366.51        |   | Bank Transfer              | LGA 1972 S 112                | Yes    |
| 13  | 20/10/2023                     | HMRC        | Tax & Contributions on Clerks excess payment | 91.60         |   | Bank Transfer              | LGA 1972 S 112                | Yes    |
| <b>Total</b>  |                                |             |  | <b>695.00</b> |   |                            |                               |        |

| Payments made under Financial Regulations 5.5a to avoid late payment |                                |             |                                     |               |   |                            |                               |        |
|--|--------------------------------|-------------|-------------------------------------|---------------|---|----------------------------|-------------------------------|--------|
|  | Date of Debit or Cheque Raised | Recipient   | Purpose                             | £             | £ | Cheque No / Payment Method | Power of expenditure          | Scribe |
| 14   | 03/11/2023                     | Groundforce | Grounds Maintenance Contracted Work | 228.83        |   | Bank Transfer              | Open Spaces Act 1906 ss9 & 10 | Yes    |
| <b>Total</b>   |                                |             |                                     | <b>228.83</b> |   |                            |                               |        |

Invoices checked and verified at the meeting held on 21st November 2023