

UPTON MAGNA PARISH COUNCIL

Minutes of the meeting held virtually via Zoom on 12th November 2020.

- 20/072 Public Question Time.**
No members of the public present.
- 20/073 Present.**
Parish Councillors: Mr. Roberts, Mr. Walters, Mr. Brooker, Mr. Dawson, Mr. Pillow. Mrs. Smith-Wells (Parish Clerk). Shropshire Councillor Lezley Picton.
- 20/074 Apologies.**
None.
- 20/075 Declarations of Interest.**
None.
- 20/076 Minutes of the virtual meeting held on 8th October 2020.**
Resolved as a correct record and agreed that the Chairman would sign the minutes in person, at a later date.
- 20/077 Monthly Report from Councillor Picton.**
Councillors accepted Councillor Picton's general written report circulated prior to the meeting (included on the Parish Council website). She also advised that, due to popular demand, there is a second batch of trees available under the Community Tree Scheme. It was agreed that Councillor Picton would reserve some for the Parish Council and that the Parish Clerk would ascertain if the Sundorne Castle Estate would like to plant and maintain them on the communal space at de Quincey Fields. **ACTION:** Parish Clerk to contact the Sundorne Castle Estate.
- 20/078 Casual Vacancy.**
The Parish Clerk confirmed that as Shropshire Council had confirmed that no election had been called to fill the current vacancy, the Parish Council can fill the position by co-option as soon as possible. The Parish Clerk had advertised the vacancy in the Parish and, by the start of the meeting, had received three expressions of interest.

In the meantime, Councillor Mrs. Yvonne Morecroft had resigned from the Parish Council. Councillor Mrs. Morecroft was thanked for her contribution during her time on the Council. The Parish Clerk confirmed that she had sent the Notice of Vacancy to Shropshire Council and it was included on the website and on the parish noticeboard. Due to the "six month rule" coming into force, as the vacancy has occurred within six months of the position becoming vacant next May, no election will be held and the Parish Council can also co-opt a suitable person onto the Parish Council. This co-option can take place after 30th November.

It was proposed, seconded and resolved unanimously that Councillors would vote for a person to fill the first vacancy and join the Parish Council with immediate effect, and that the second vacancy would be filled by co-option after 30th November.

Voting then took place and it was proposed, seconded and resolved (with one abstention) that the voting result be accepted, and Mrs. Mel Board be invited to join the Parish Council.

ACTION: Parish Clerk to carry out the necessary administration.

20/079 Accounts.

- It was proposed, seconded and resolved that the following amounts be approved for payment in November:

£229.85	Parish Clerk's salary, Working from Home Allowance and mileage for October
£9.99	Lawnmower oil
£25.47	Lawnmower petrol
£27.31	Streetlight electricity

- It was noted here that a cheque for £26.43 for streetlight electricity had previously been agreed by Councillors via email and signed on 12th September.
- It was agreed that the Chairman and one other signatory would sign the authorisation sheet and cheques in person, at a later date.
- The approval of the bank reconciliation and accounting spreadsheets were not approved due to an anomaly. **ACTION:** Parish Clerk to amend and present to the next Parish Council meeting.

20/080 Current Projects.

- Smartwater: Due to the Covid-19 pandemic preventing a distribution event in the village hall and door to door visits, West Mercia Police has offered to post out kits to parishioners on behalf of the Parish Council. Councillors discussed the proposed process, but it was proposed, seconded and unanimously resolved that the offer should be refused, and the kits stored until such time as they can safely be physically distributed to parishioners. **ACTION:** Parish Clerk to advise West Mercia Police.

20/081 Planning.

The Parish Clerk provided Shropshire Council's status updates on planning applications to date:

- 20/03075/FUL single storey extension at The Haughmond village store: pending.
- 20/03208/FUL conversion and extension of stable to form holiday let at Downton Hall: application withdrawn by applicant.
- 16/04965/EIA construction of poultry units at The Rea: pending.

20/082 General Parish and Highway Matters.

- National Consultation on Pavement Parking: The Covid-19 pandemic is causing difficulty in completing this survey. It was agreed that the Parish Clerk should attempt to simplify the process so that a response can be agreed by the deadline of 22nd November 2020. **ACTION:** Parish Clerk to co-ordinate.
- Shropshire Climate Action Partnership (SCAP): It was proposed, seconded and unanimously resolved that Councillor Walters should sign up to be the Parish Council's representative in this group. It was noted that the Parish Clerk would also sign up as an individual so that information can be easily distributed to other Councillors and included on the Parish website.
- Houghton Crossroads: It was noted that Shropshire Council does not intend to carry out any improvement works in their next round of Highways Projects. It was agreed that the Parish Clerk should write to Steve Smith (Shropshire Council's Assistant Director responsible for Highways etc.,) to: ask that the problem is addressed in the next round

of projects: advise that there has recently been another accident at the crossroads; and to advise that the issue will remain on the Parish Council's Place Plan. **ACTION:** Parish Clerk to write to Steve Smith and copy Councillor Picton in.

- Servicing of Lawnmowers: It was agreed that Mr. Woods should arrange for the servicing of the lawnmowers used to mow the churchyard. **ACTION:** Parish Clerk to advise Mr. Woods.
- Footpath 19 and Bridleway 20: Shropshire Council's Rights of Way section have advised that they have received an application to divert these two Right of Way. Councillors considered the proposed diversions, and it was proposed, seconded and unanimously resolved that the Parish Council does not object to the proposals. **ACTION:** Parish Clerk to inform the Rights of Way section. It was also noted here that Shropshire Council has advised that Footpath 22 and Bridleway 10 are in the process of being physically diverted, following no objections to the proposals.

20/083 Correspondence.

- Councillors discussed a letter from Hope House in which it requests a donation of £250 in the form of a grant. It was agreed that Councillors unfortunately could not consider this an appropriate use of public funds but that individuals could donate if they so wished. **ACTION:** Parish Clerk to advise Hope House.

20/084 Items for Future Agenda.

No new ones.

There being no other business, the meeting closed at 20.50pm.

..... (Chairman) (Date)

Date of next meeting: 10th December 2020.

MRS. K.M. SMITH-WELLS, CLERK TO UPTON MAGNA PARISH COUNCIL