

COUND PARISH COUNCIL

Chairman:	Cllr S D Scott Harnage Grange Cressage Shrewsbury SY5 6EB	Clerk:	Kathy Symonds 6, The Barns Upper Cound Farm Shrewsbury SY5 6BL
Telephone:	01952 510209	Telephone:	01743 761840

Email: clerkcoundpc@gmail.com

MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.30pm ON 20th JULY 2017 AT THE GUILDHALL, COUND

Present: Parish Councillors T Roberts (Vice Chairman), L Clutterbuck, S. James, J Nicholls, J Hall, R. Sartain, M. Smith, Shropshire County Councillor C Wild

Clerk: Kathy Symonds

26.17 Apologies for Absence

Apologies were received from Councillors S Scott (Chairman) and S.Green. The reasons given were accepted by the Council.

In the absence of Councillor Scott, Councillor Roberts (Vice Chairman) chaired the meeting.

27.17 Declarations of Interest

Councillor Roberts declared an interest in agenda item 8, S137 grant to Guildhall.

28.17 Public Session and Matters of Concern/Parish Matters

There were no members of the public present.

It had been reported to the Parish Council by several separate people that there are safety concerns regarding two large dogs belonging to a local resident. The dogs are often walked around the area off the lead and can be aggressive and intimidating towards other walkers, especially those with small dogs.

ACTION Clerk to write to the dog owner advising that it would not normally be an issue for the Parish Council to become involved in, but as these concerns have been raised with a Councillor they should be passed on to the owner so that he can take any appropriate action.

29.17 Reports from Shropshire Councillor and/or local Police Officer

Councillor Wild reported that there are several consultations imminent:

- Public libraries consultation
- Parking charges consultation
- Planning Portal consultation

Regarding the recently produced 2016/17 Parish Council accounts, Councillor Wild pointed out that funding received under the Transparency Code grant but not yet utilised should be 'ring-fenced'. The Clerk will prepare and maintain a separate schedule detailing what has been spent of the two grants received. Some of the grant income received is to cover extra working hours for the Clerk required to maintain the Parish Council website and those hours have been recorded in the accounts under salaries rather than Transparency Code cost.

There was no representative from West Mercia Police. The monthly Police Newsletter detailing reported incidents in the Parish is now published on the Cound Parish Council website as received.

30.17 Minutes of the Parish Council Meeting held on 6 June 2017

The minutes of the previous meeting were presented.

Resolved (without opposition)

That the minutes of the Parish Council Meeting held on 6 June 2017 be accepted as a true record.

The minutes were signed accordingly.

31.17 Matters arising from those minutes

Item 48.16, 64.16 and 12.17 Public Session/Bus stop at the Cound Mill Turn on the A458

The bus stop signs at the Cound Mill Turn are now in place and operational and Miss Clarke, the student who took the initiative to request the signs, had written to the Parish Life magazine expressing her thanks.

32.17 Update on defibrillator project

A flyer detailing the defibrillator project and seeking donations had gone out with the Village Life magazine. One donation of £50 had been received bringing the total of received/designated funds for the project up to £1,050.

A further £130 was received at the meeting.

'Promises' of a total of another £1,350 have been made.

Bennetts the local electricians have offered to undertake the electrical work free of charge as their contribution to the project which reduces the fund raising required by £500.

The total of firm receipts and promises stands at £2,530 against a likely cost for the two defibrillators of £3,000. £470 needs to be raised to fund the balance.

Councillor Hall said that Cound Moor Village Hall committee wants to proceed rapidly with an installation for Cound Moor and should the overall project not be in a position to raise sufficient funds for both installations then they would organise a single installation at the CM Village Hall out of their own funds. To that effect they would organise a fund raising event, such as a BBQ; these events in the past have raised between £250-£400.

Councillor Roberts said that he considered it likely that the Cound Guildhall Management Committee would agree to provide half of the shortfall (i.e. £235) and Councillor Hall said that Cound Moor Village Hall would provide the balance. Both these to be on a short-term 'stop-gap' basis. A 'joint' fund raising event would be held as soon as possible and the proceeds divided equally between the two village halls to refund the £235 to each. Any 'surplus' would also be divided equally.

After some discussion it was

Proposed by Councillor Sartain
and
Seconded by Councillor James

that subject to the 'promised' funds being received, and the two x £235 being received into Parish Council funds the two defibrillators should be ordered without further delay.

The proposal was put to the vote and **Resolved (without opposition)**

Action Councillor Roberts undertook to chase up the promises and to seek agreement for the £235 from the Guildhall and Councillor Hall undertook to secure the £235 from CMVH.

33.17 S137 grant to Guildhall for kitchen repairs

Councillor Roberts had declared an interest in this item and handed the Chair to Councillor Nicholls before temporarily leaving the meeting.

The Local Government Act 1972 section 137 makes provision for Parish Councils to provide financial support, up to a fixed amount, for the benefit of residents of the Parish.

A formal request for a S137 grant of £250 towards the cost of refurbishing the kitchen in the Guildhall had been received from the Cound Guildhall Trustees.

It was

Proposed by Councillor Nicholls

and

Seconded by Councillor Hall

that the grant of £250 to the Cound Guildhall towards the cost of kitchen refurbishment be awarded by the Parish Council.

The proposal was put to the vote and **Resolved (without opposition)**

Councillor Roberts re-joined the meeting and Councillor Nicholls handed back the Chair.

34.17 Update on the Guildhall

Councillor Roberts reported that the Trustees of the Guildhall are to seek planning permissions for extensive works to the kitchen and toilets. This will include the removal of the clubroom which is currently used as a bookshop selling books in aid of church funds. Before planning applications can be lodged the Guildhall has to be on the Land Registry and the Trustees are in the process of arranging this.

35.17 Financial Risk Assessment

The Clerk presented the updated financial risk assessment which had been circulated prior to the meeting.

It was

Proposed by Councillor Roberts

and

Seconded by Councillor Nicholls

Resolved (without opposition) that the new financial risk assessment be agreed.

36.17 Clerk's Report

The Clerk reported some of the activities she had been involved in since the last meeting and on-going work:

- Minutes and admin from last meeting

- Requested maintenance grant payment
- Written to outgoing Cllr Hillary Cuffley on retirement
- Complete audit with Internal Auditor
- Finalise 2016/17accounts, complete annual return and send to external auditor
- Prepared and submitted annual VAT claim
- Reviewed Financial Risk assessment
- Contacted SALC re possibility of a loan - and wrote up requirements for Councillors
- Regular correspondence, bank, bank recs, payments, etc.
- 2 weeks annual holiday

To do:

- Research and prep up for Parish Plan
- Lots of CilCA study

There was some discussion about the possibility of working on a new Parish Plan which would seek to establish from electors in the Parish what they wanted for the Parish and what they consider it is worthwhile spending money on. Councillor Wilde said that this process would be quite costly and the Council needs to weigh up benefits against expense, especially as this has been done before some years ago with no major changes identified as being required.

ACTION: Councillor Roberts and the Clerk will look at the last Parish plan and feed back to the September meeting before a decision is made as to whether to renew it.

37.17 Financial Statement

i) Accounts for payment June/ July 17

Authorised Payments for June/July 17 from Treasurers' Account

Date	Payee	Description	Bank Ref	Amount
20.07.17	Mrs KJ Symonds	Clerk's net pay June/July 17	000601	311.72
20.07.17	HMRC	PAYE re June/July 17 Clerk's salary	000602	78.00
20.07.17	Hutchinson Groundcare Ltd	May/June 17 Invs 1884/1935 Highway/War Memorial Maintenance	000603	371.36
20.07.17	Mrs KJ Symonds	Clerk's expenses June/July 17	000604	82.24
20.07.17	SALC	Fundamentals for Councillors Training Cllr Simon James	000605	25.00
20.07.17	Guildhall Trustees	s137 grant towards refurbishment of the Guildhall kitchen	000606	250.00
			Total	1,118.32

It was proposed by Councillor Roberts and seconded by Councillor Nicholls and

Resolved (without opposition)

that the above accounts be approved for payment.

ii) Contribution to Defibrillator fund

A £50 cheque contribution to the defibrillator fund had been received from a resident since the last meeting and is included in the £1,050 'received funds' figure noted in point 32.17 above.

iii) Bank Reconciliation

The bank was reconciled at £6,810.44. The bank reconciliation was agreed and signed by the Chairman.

The bank was reconciled to 15th June being the date of the most recent statement.

Councillor Wild queried the possibility of requesting on-line access to the bank for the Clerk and other Councillors. This would enable more up to date bank reconciliations and also the possibility of making payments on-line. Councillors were in agreement that this should be requested.

Action: Councillor Roberts will approach Lloyds bank regarding on-line access.

38.17 Planning applications

Applications:

No new applications had been received that had not also been approved since the last meeting.

Approvals:

Ref. No: 17/01340/FUL (validated: 21/03/2017) Approved 14/07/17

Address: 1 New Cottages, Cound, Shrewsbury, Shropshire, SY5 6EH

Erection of a two storey side extension, open porch to front, canopy roof to rear and detached store

Ref. No: 17/02207/FUL (validated: 18/05/2017) Approved 14/07/17

2 Wrekin View, Cound Moor, Shrewsbury, SY5 6AZ

Erection of first floor extension including mezzanine floor and link canopy.

Ref. No: 17/03171/FUL (validated: 03/07/2017) Approved 12/07/17

Proposed Conversion, Outbuilding At Cound Cottage, Cound, Shrewsbury, Shropshire

Conversion of outbuilding to single residential dwelling

Ref. No: 17/02137/FUL (validated: 16/05/2017) Approved 05/07/17

April Cottage, 9 Cound, Shrewsbury, Shropshire, SY5 6EJ

Erection of a detached single storey building to be used as ancillary accommodation to the main dwelling

Ref. No: 17/01489/FUL (validated: 05/04/2017) Approved 04/07/17

Honeysuckle Cottage, Cound Moor, Shrewsbury, Shropshire, SY5 6AY

Erection of front and side extensions following demolition of existing flat roof garage and dormer window on front elevation; replacement of rear flat roofed utility extension with pitched roof alongside the proposed balcony and associated works

Ref. No: 17/02080/FUL (validated: 11/05/2017) Approved 30/06/17
Bull Farm Cottage, Acton Burnell, Shrewsbury, Shropshire, SY5 6NL
Erection of single storey rear extension.

Ref No: 17/02502/FUL (validated: 09/06/2017) Approved 12/06/17
Cound Arbour House, Cound, Shrewsbury, Shropshire, SY5 6AF
Erection of garage/workshop with family/games room above and single storey link to existing dwelling

Ref No: 17/01329/FUL (validated: 20/03/2017) Approved 24/05/17
Grange Cottage, 6 Cound, Shrewsbury, Shropshire, SY5 6EJ
Erection of extension and conversion of existing garage outbuilding to provide ancillary self contained accommodation

Councillor Hall raised a point regarding the fact that planning permissions could be sought and approved between ordinary meetings without any discussion by the Parish Council. Several Councillors and the Clerk have set up alerts to flag up new planning applications online. If anything is regarded as contentious, or is raised as an issue by an elector, Councillors will seek opinion from at least one other Councillor as to whether an Extraordinary Meeting needs to be called to discuss. The Clerk offered to circulate all planning alerts to Councillors by email as they arose but it was considered that this was not necessary.

39.17 Correspondence

The following correspondence had been received since the last meeting:

- A letter from a resident regarding the 'early cutting' of the grass around the War Memorial which means the daffodils are cut down before they have chance to die back properly.

ACTION: Clerk to draft response acknowledging concerns, but pointing out the need to keep the War Memorial looking tidy. Parish Council to consider a daffodil replanting in the Autumn this year, moving the bulbs towards the back with a view to keeping that area uncut in future years until the daffodils have died down.

- A letter from former Cllr Cuffley acknowledging the letter of thanks from the Parish Council for her long service.

40.17 Date and times of next meeting

The next meeting will be held on Thursday 21st September at 7.30 pm at The Guildhall, Cound.

The Chairman thanked everybody for attending and the meeting closed at 9.14pm.

Signed by Chairman: _____

Date: _____