

# Upton Magna Parish Council

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## Minutes of the Meeting of the Parish Council held on

**Thursday 14<sup>th</sup> September 2023 at 7.30pm in the Memorial Hall**

### **23/064 REGISTER OF ATTENDANCE and APOLOGIES FOR ABSENCE**

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

**Apologies:** Cllrs Julieanne Lloyd, Andy Pillow.

**Clerk:** Karen Smith-Wells

**Also:** SC Cllr Lezley Picton (left after item 23/069), PCSO Stuart Roberts (left after item 23/065), 2 members of the public.

### **23/065 REPORT FROM PCSO ROBERTS**

PCSO Roberts reported that there had been 9 incidents since the last report. 2 were burglaries at commercial organisations and the remaining 7 were road traffic incidents.

**23/066 PUBLIC PARTICIPATION SESSION** – Two parishioners described the difficulties they are having with access to their property during school drop-off and collection times. After one particular incident, the residents requested a meeting with the Headteacher and, as a result, they met to observe the issue. The residents also contacted Shropshire Council who advised that the solution would be to put in parking restrictions but this is unlikely to happen in the near future as there is no funding to do so. However, they agreed to liaise with the Parish Council concerning this. The residents were advised that this is a problem that has existed for many years and the Parish Council's plan to fund a car park next to the school (some years ago) did not receive approval from the school governors. It was agreed that it would help if parents used the village hall car park and escorted their children to the school but it was thought that this is unlikely to happen. Any other suggestions from residents would be welcomed by the Parish Council. Councillor Bennion suggested that the Parish Council requests that the school asks visitors where they have parked at the time of signing in, and this was agreed. **ACTION:** Parish Clerk to write to the school.

**23/067 DECLARATIONS OF INTEREST** – None.

**23/068 MINUTES** – It was noted that the meeting date on the draft minutes of the 13<sup>th</sup> of July 2023 was incorrect. Once amended, it was agreed that the Chairman should sign the minutes as true and correct record of that meeting.

### **23/069 REPORT FROM CLLR. LEZLEY PICTON (SHROPSHIRE COUNCIL)**

Cllr Picton reported that Shropshire Council: has secured funding for electric vehicle charging points and all villages should soon have a point; has submitted a number of planning applications to demolish the Riverside Shopping Centre in Shrewsbury; has been investigating the bulk buying of

collective solar power (as part of the Marches Forward partnership); plans to complete the digital switchover by December 2025 at the latest (SC will put together a comprehensive web information package for people); are considering creating the first council-owned pyrolysis plant in the UK; are financially stable at the present time.

### **23/070 CLERK VACANCY**

Mrs. Karen Smith-Wells commenced on the 13<sup>th</sup> of September and was welcomed to the Parish Council.

### **23/071 OTHER REPORTS**

- a) **Footpaths** – MD and HW are to plan their next meeting.
- b) **SALC** – reconvening in October.

### **23/072 PROGRESS REPORT**

- a) **Village Hall fence** – To be fitted at the end of September.
- b) **Holly Coppice road surface** – Reported that SC has made it safe and have added it to their repairs programme.
- c) **Defibrillator maintenance** – ongoing. The merits of providing instructions for use by parishioners were discussed.

### **23/073 PARISH COUNCIL WEBSITE**

Following notification that free website provision by Hugofox ends on the 4<sup>th</sup> of October 2023, it was resolved that the Parish Council would retain them as the providers, at a cost of £9.00 per month and that this arrangement will be reviewed in 12 months. (Prop: PR, Sec: DS, unanimous). **Action:** Clerk to set up direct debit.

### **23/074 PARKING NEAR SCHOOL**

See minute 23/066 above.

### **23/075 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.*

- a) **Grass by the post box** – JB reported that the grass requires cutting more frequently. **ACTION:** Clerk to contact Shrewsbury Town Council.
- b) **Grass triangle with village sign** – It was noted that this is being well-maintained and it was requested that the Parish Council's thanks are passed on to the parishioner responsible.
- c) **Highway signs** – JB and DS carried out an inspection of all the signs and had compiled a report of remedial action required. It was agreed that the actions should be reported to SC via fixmystreet. **ACTION:** JB to report.
- d) **Memorial Hall Wi-Fi** – Deferred to next meeting.

## 23/076 PLANNING

- a) No **planning applications** were received in advance of this meeting.
- b) No **planning decisions** were published in advance of this meeting.

## 23/077 FINANCE

- a) **Payments and receipts** - Due to the change of Clerk since the last meeting, the payments and receipts for the period 13<sup>th</sup> July 2023 to date, were not available for approval. Therefore, they will be presented at the next meeting.
- b) **Accounts and Bank Reconciliation** – These documents were also not available although MD confirmed he had viewed and could confirm the accuracy of the bank reconciliation.
- c) **Unity Bank – ACTION:** Clerk to contact the previous Clerk to start the process of changing the Administrator.
- d) **Internal Financial Review** – MD advised the Parish Council that he had carried out the Annual Review of Internal Controls and that all was in order. The next review will be carried out in twelve months' time.

## 23/078 CORRESPONDENCE

- a) **Village Hall** – The Village Hall AGM is to be held on the 27<sup>th</sup> of September 2023.

The meeting closed at 9.08pm.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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