

**Minutes of the Annual Meeting of Barrow Parish Council
to be held at Willey Village Hall, Willey, on Tuesday 18th
May 2021, at 6.30 p.m.**

1. PUBLIC PARTICIPATION:

Members of the public will have the opportunity to raise Parish matters between 6.30 p.m. and 6.40 p.m. There were no members of the public were present.

2. APPOINTMENT OF CHAIRMAN:

To appoint a Chairman for the ensuing year.
It was RESOLVED to elect Councillor Downes to the position of Chair.

3. APPOINTMENT OF VICE CHAIRMAN:

To appoint a Vice Chairman for the ensuing year.
It was RESOLVED to elect Councillor Knott to the position of Vice Chair.

4. APPOINTMENT OF REPRESENTATIVES TO REPRESENT THE PARISH COUNCIL ON:

It was RESOLVED to ELECT Councillors to the following roles.

- a. SALC Bridgnorth Area Committee. Councillor Knott.
- b. Severn Gorge Countryside Trust. Councillor Downes.
- c. Slaney Alms-houses Charity. Councillor Downes.
- d. Willey Village Hall. Councillor Skinner.

5. APPOINTMENT OF PARISH COUNCILLORS TO VARIOUS RESPONSIBILITIES:

It was RESOLVED to appoint the following Councillors:

- a. **Allotment working party.** Councillors Skinner, Churchill, and clerk.
- b. **Planning Committee.** Any three at least of Parish Councillors.

6. ACCEPTANCE OF APOLOGIES:

No apologies were received.

7. TO RECORD THOSE MEMBERS PRESENT:

Councillors Downes, Knott, Churchill, Skinner and Hancox (arrived at item 8) were present. They also signed the register. Also, present Shropshire Councillor Dan Thomas.

8. DECLARATIONS OF INTEREST AND DISPENSATIONS:

None.

9. MINUTES:

To confirm the Minutes of the meeting held on 16th March 2021. It was RESOLVED to sign and approve the minutes of the meeting held on Tuesday 16th March 2021.

10. CERTIFICATE OF EXEMPTION:

To complete and sign the Certificate of Exemption for smaller authorities. It was RESOLVED to complete the Certificate of Exemption.

11. ANNUAL GOVERNANCE STATEMENT 2020/2021:

To complete the Annual Governance Statement for 2020/2021. It was RESOLVED to complete the Annual Governance Statement.

12. ACCOUNTING STATEMENTS 2017/2018:

To approve and sign the Accounting Statements 2020/2021.
It was RESOLVED to approve the account statements.

13. STANDING ORDERS, FINANCIAL REGULATIONS AND RISK ASSESSMENT:

It was RESOLVED to approve the following documents for the next 12 months.

- a.1. Standing Orders
- a.2. Financial Regulations
- a.3. Financial Risk Assessment
- a.4. Code of Conduct
- a.5. Reserves Policy
- a.6. Complaints Procedure
- a.7. Grievance Procedure
- a.8. Managing pre application approaches.
- a.9. Councillor-clerk protocol

14. APPROVE SCHEDULE OF MEETING DATES FOR 2021-2022.

It was RESOLVED to accept the dates provided. Bimonthly meetings on the third Tuesday. Clerk to forward dates to police.

15. REPORT BY SHROPSHIRE COUNCIL MEMBER:

New Shropshire Councillor Dan Thomas introduced himself. Explaining he received nearly 2/3rds of the vote. He met a lot of residents during his campaigning and is now coming to terms with the issues raised. He reported the new leader of The Council will be Shropshire Councillor Lezley Picton. She will be elected to post on Thursday 20th May 2021. She will announce her cabinet at that meeting. He was aware of the condition of the pavement on Cobwell Road the works will be carried out shortly.

16. PLANNING

b. New applications to be considered.

- **21/01837/FUL** Former Cow Shed Leo Farm Benthall Lane Benthall.
Conversion of redundant cow shed to create a café/function room. It was RESOLVED to raise no objection to the application in principle but to ask for a condition for sufficient parking to be provided on site.

c. Applications since last meeting.

d. Decisions: All noted

- **20/03598/FUL** Conversion of garage to ancillary accommodation to including installation of external staircase to upper floor. Pipe House 43a Bridge Road Benthall.
Grant Full Planning Permission.

- **20/04506/FUL** Proposed Telecommunications Installation North of Bank Farm Houghton. **Grant Full planning Permission.**
- **21/00315/FUL** Erection of a single storey rear extension and porch to front elevation following removal of existing conservatory. **Bagley Cottage 70 Shirlett. Grant Full Planning Permission.**
- **21/00762/TCA** Tree works at 50 The Mines. **Raise no objection.** (Shropshire Council)
- **21/00914/FUL** The Bayliffs House 60 Spout Lane Erection of a single storey rear extension following removal of existing. **Grant Full Planning Permission.**

e. Any other planning matters.

The possible planning breach reported at previous meeting has been acknowledged. **Clerk** to report a possible planning enforcement matter regarding change of use of agricultural land on Spout Lane.

17. FINANCE:

- a. **Invoices to pay.** It was RESOLVED to pay the following invoices:
 - a.1. Shropshire Council £15.00 chq 974
 - a.2. Mrs J Madeley Apr £240.24 chq 975
 - a.3. HMRC £62.40 chq 977
 - a.4. Mrs J Madeley May salary and expenses no more than £240.24 plus £82.55 chq 976
 - a.5. HMRC £62.40 chq 978
 - a.6. Mr Hancox (noticeboard painting) £100.00 chq979
 - a.7. Nest Pension £21.84 x2 dd
 - a.8. Mrs R Turner Audit no more than £100.00 Chq 980
- b. Bank reconciliation. Not presented.
- c. Consider grant to SGCT for Pathways to WHS project. It was RESOLVED not to support this application.
- d. Consider purchase of a defibrillator. Clerk to continue research into either a free one or funding.
- f. Consider grant to Hope House. It was RESOLVED not to donate.
- g. Consider online banking setting up a standing order for salary. Clerk to add to July agenda.
- h. Changing bank signatories. It was RESOLVED to add Councillor Hancox to the signatories.

18. POLICE MATTERS:

To receive any reports from the beat manager. Request for three top issues. It was RESOLVED to report the top three issues to be Pavement Parking, Rural Crime and out of control youths in and around Broseley. **Clerk** to forward.

19. PARISH ALLOTMENTS.

- a. Report from Cllr Skinner & Cllr Churchill. Councillor Skinner reported that the plots are being worked except G2. It was agreed to serve immediate notice to quit on the tenant who has not paid for the plot. Plot F2 has been relet. Councillor Skinner visits every two weeks to keep an eye on the plots. Councillor Churchill reported the boundary hedge and fence against Hilltop Cottage needs work. Names

of local contractors were suggested. Councillors promised to ask for quotes. Clerk to arrange for a man with a van to visit to collect rubbish. Clerk to arrange. It was RESOLVED to tell plot H tenants that a pond is not allowed. It was RESOLVED to tell plot G2 that dogs are allowed under control.

20. BARROW CHURCHYARD

a. Barrow Churchyard management. Next steps. Councillor Churchill presented a report on the site and the neighbouring graveyard (managed by Shropshire Council). Clerk confirmed the Parish Council are only responsible for the churchyard around the church. Councillor Churchill will ensure the report is finalised and present to the July meeting for approval. Contractor will continue to mow for £50 a month.

21. HIGHWAYS

a. Issues to be reported to Shropshire Council. The following issues were reported pavements require sweeping to ensure full width are useable. The drains need attention in the area between Morris Corfield and Posenhall. Councillor Churchill agreed to send a photo to Shropshire Councillor Thomas.

22. STREET LIGHTING

a. Consider options offered by E. on for replacing street lighting and maintenance. It was RESOLVED to go ahead with the suggestion of E. on, street lighting contractor, to replace a few lights at a time over a period. The proposal includes continuing maintaining the existing lights and replacing five a year for four years. It was RESOLVED to go ahead with the proposal. Clerk to discuss streetlight marked 11 on the plans with a view of removing it.

23. REPORTS FROM COUNCILLORS WHO HAVE ATTENDED OTHER RELEVANT MEETINGS.

a. Any other meetings.
a.1. Councillor Skinner reported that the village hall roof has been replaced and electrical repairs and improvements carried out. The outside is also being painted. Smoke alarms will be fitted. Bookings are starting to be received. The first village hall social gathering will be 17th or 18th July subject to covid 19 rules. Clerk to find out again about a directional sign. The committee are looking for a cleaner.

24. CORRESPONDENCE:

None.

25. Date of next scheduled meeting 20th July 2021.

The meeting was declared closed at 9pm.