

# **CLEE ST. MARGARET PARISH COUNCIL MEETING**

## **Minutes of the Annual Parish Council Meeting on Tuesday 24<sup>th</sup> May 2022 at 7.30 p.m. in the Village Hall.**

**ATTENDANCE:** Cllrs Ian Heighway, John Heighway, Ken Jackson, Tamsin Osler, Scarlett Penn and Helen Robinson. Cllr Cecilia Motley (Shropshire Council) H Coonick (Locum Clerk/RFO)

- 1. ELECTION OF CHAIR AND VICE CHAIR:** Chairperson – Cllr Robinson, Prop Cllr I Heighway 2<sup>nd</sup> Cllr J Heighway. Unanimous. Vice Chairperson – Cllr Jackson Prop Cllr Pen, 2<sup>nd</sup> Cllr J Heighway. Unanimous. Cllr Robinson then chaired the meeting.
  - 2. APOLOGIES FOR ABSENCE:** None
  - 3. DECLARATIONS OF INTEREST:** None
  - 4. MINUTES of the ORDINARY PARISH COUNCIL MEETING held on 25<sup>th</sup> April, 2022 were approved and signed by the chair with a spelling error corrected. Prop. Cllr I Heighway 2<sup>nd</sup> Cllr K Jackson**
  - 5. PUBLIC SESSION:** A member of the public reported difficulties accessing the defibrillator circuit and information held on volunteers. The Clerk agreed to follow this up.
  - 6. FINANCE**
    - 6.1. Internal Audit Report** – was noted and Mr Jon Kail was thanked.
    - 6.2. Approve the Annual Governance and Accountability Return (AGAR) 2021-2022**
      - 6.2.1. Certificate of Exemption** – Approved and signed. The Council confirms that it is exempt from a limited assurance review.
      - 6.2.2. Annual Governance Statement** – Approved and signed.
      - 6.2.3. Accounting Statements** – Approved and signed. Income for the year totalled £12,913 and expenditure for the year totalled £13,573
      - 6.2.4. Bank Reconciliation** – Approved.
      - 6.2.5. Analysis of Variances and Reserve:** Approved.**Items 6.2.1 to 6.2.5 were unanimously approved prop Cllr J Heighway 2<sup>nd</sup> Cllr Osler.**
    - 6.2.6. The Dates of the Notice of the Period of the Exercise of Public Rights** were set as the 13<sup>th</sup> June – 22<sup>nd</sup> July 2022 when members of the public can request to see the accounts. These notices will be published on the website and notice boards on the 10<sup>th</sup> June 2022
  - 6.3. Authorise Payments:** Clerk Reimbursement for stationary, stamps, keys, inks and gift voucher. £227.85. Prop Cllr J Heighway 2<sup>nd</sup> Cllr Osler
  - 6.4. Investment Advisory Group Report:** Cllr Jackson reported that Mr Mike Hardingham and Mr David Palmer were willing to assist the Advisory Group.
- 7. REPORTS FROM REPRESENTATIVES AND ELECTION OF REPRESENTATIVES FOR FORTHCOMING YEAR:**
  - 7.1. Shropshire Council** – Cllr Cecilia Motley reported that the Council Tax rebate for properties in Band A-D is being processed to approximately 65,000 households across Shropshire. The Homes For Ukrainians has a hub in Shrewsbury and one will be set up in Ludlow. The programme has received requests from 433 Ukrainians and 155 have already been settled in the County already. Shropshire Council have only been given a 1-year roll over budget by government which is proving difficult to manage and the NI surcharge funds are mainly going to the NHS, which will not relieve the pressure on Council budgets. Since Covid the numbers of children in care has rocketed to 600 increasing the pressure on funds. The Public Transport bid has been rejected by the government. The government is encouraging Councils to work more closely together and proposes a Mayor or Governor which neither Shropshire or Telford and Wrekin are keen on. The Boundary Commission Review of Divisional Boundaries will need to be complete by October 2023. She doubts this will

affect the rural divisions. A lot of work is being undertaken on traffic calming measures along the B4368. She has met with the Police and Crime Commissioner and the new Chief Constable. Shropshire Council are now using Fix My Street for reporting of potholes etc. She thanked Cllrs Robinson and Jackson for taking on the role of Chairperson and Vice Chairperson.

- 7.2. **Village Hall** – Cllr Penn reported that lots of things are planned for the Jubilee and the Village Hall Committee thanked the Parish Council for its donation of £800 to support the Jubilee. The grounds are being managed to support more diverse plants and they will be looking at community generated electricity after an inspiring presentation about sustainable electricity sources. Cllr Penn was elected to continue as the representative on the Village Hall Committee. Prop Cllr I Heighway 2<sup>nd</sup> Cllr Jackson.
- 7.3. **Commoners Association** – Cllr I Heighway reported that the last meeting had been cancelled and is rescheduled for the 16<sup>th</sup> June. Cllr I Heighway was elected to continue as the representative on the Commoners Association. Prop Cllr Penn 2<sup>nd</sup> Cllr Osler
- 7.4. **Our Upland Commons** – Cllr I Heighway was elected to continue as the representative on Our Upland Commons. Prop Cllr Robinson 2<sup>nd</sup> Cllr Osler
- 7.5. **South Shropshire Area Committee:** There is space for two Councillors to attend these meetings. It was agreed that a decision about attendance would be made once the agenda has been published for each SSAC meeting.

## 8. GENERAL COUNCIL BUSINESS

- 8.1. **Councillor Vacancy** – Ten signatures have been received by the Electoral Team, so a by-election has been called for the 14<sup>th</sup> July 2022. Notices of Election will be placed on the website and notice boards. It was agreed to have polling cards for the parish. Prop Cllr J Heighway 2<sup>nd</sup> Cllr Jackson
- 8.2. **Community Governance Review and Parish Boundaries** It was decided to not propose any changes to the Parish Council boundaries.
- 8.3. **Risk Assessment** – The Risk Assessment was discussed and will be reviewed further at the next meeting with more detail on the risks relating to mechanical equipment and trees.
- 8.4. **Shropshire Council's Draft Housing Allocation Policy** – There was no comment.
- 8.5. **Shropshire Library Strategy Survey** – There was no comment, but a link should be placed onto the Parish Council website.

## 9. PLANNING

- 9.1. **22/02057/FUL - Construction of outdoor swimming pool and telescopic enclosure, demolition of greenhouse, Bush Farmhouse, Clee St Margaret, Craven Arms, Shropshire, SY7 9DT.** – Resolved to support this application. Prop Cllr I Heighway 2<sup>nd</sup> Cllr Jackson. Unanimous.

## 10. THE COMMON

- 10.1. **Maintenance of Bracken and Gorse Control** – Mr Cholmley is considering Robocutting in August. There is a joint meeting on the 14<sup>th</sup> July to consider Bracken and Gorse control. The outcome will be discussed at the next Parish Council meeting.
- 10.2. **The Common Cause Project** – No comment
- 10.3. **Archaeological Digs** – Fearn Archaeology requested permission to excavate on Clee Liberty from 9<sup>th</sup> to 15<sup>th</sup> June. Permission was granted.
- 10.4. **Tree Care** – A document on tree care had been circulated. The Jubilee trees are being cared for by volunteers.
- 10.5. **Brown Clee Burn 18<sup>th</sup> September 2022** – permission to use a route over Clee Liberty was granted. Organisers will be asked to ensure all plastic tape is removed after the event.

11. **POSSIBLE ITEMS FOR INCLUSION IN THE NEXT MEETING'S AGENDA:** a. Outcome of Joint Meeting on Bracken and Gorse Control b. Wind Turbines in the AONB c. Risk Assessment

12. **DATES OF FUTURE MEETINGS** – agreed and will be published on the website.

**Next meeting: 7.30pm Monday 11<sup>th</sup> July 2022 at Clee St Margaret Village Hall.**

Signed by the Chair:

Date: