

MINUTES OF THE IGHFIELD ANNUAL PARISH MEETING HELD AT THE CALVERHALL VILLAGE HALL ON MONDAY 18TH JULY 2022

PRESENT: Councillors: M Astley (Chairman), M Proctor, H Hitchman, E Rich, D Price.

IN ATTENDANCE: Mrs C Martin - Clerk.

37/22 Chairman's Welcome, Announcements and Public Session

The chairman welcomed the councillors and began the meeting. There were no members of the public present.

38/22 Present, apologies or absent

Apologies from Councillors W Heywood-Lonsdale, L Roberts and P Wynn.

**39/22 Declaration of Disclosable Pecuniary or any other Interests or requests for Dispensations
There were no declarations made.**

40/22 To approve the Minutes of the of the Parish Council Meeting held on 16 May 2022.

The minutes were recapped and discussed by the council. Cllr M Astley thanked Cllr H Hitchman for putting up signs for the council and for helping to organise the Pathway opening ceremony alongside Cllr D Price.

Cllr H Hitchman proposed to accept the minutes, M Proctor seconds.

41/22 Reports: Unitary Councillor, Councillors & Clerk

Shropshire Cllr P Wynn was not present. No report received

42/22 Parish Matters - An opportunity for Councillors to report items requiring attention:

a. Ightfield playground refurbishment project

Cllr M Astley updated the council, he has asked multiple organisations to fund the Ightfield playground refurbishments but was unsuccessful with Severn Trent Wellbeing, he is in discussions with the national lottery funding team who have said that they will continue with the process. They will be in contact to let the parish council know if they are able to fund the project. The council discussed that they would continue to look for adequate funding for the project.

Cllr E.Rich has suggested that they contact Elaine Griffiths of the Village Hall Committee and ask her for some input regarding playground funding.

b. Street lighting

Cllr E Rich reported that the streetlight on New Street lane is hanging, the clerk will look at asking the Eon team doing LED upgrade to repair at the same time.

c. LED upgrade

The chairman discussed the confusion between changing clerks regarding repairs that have been undertaken by Eon. The quote for Ightfield Pole repair work in addition to the LED upgrade the works has been provided in the meeting agenda and the councillors discussed the cost. Cllr M Astley proposed to accept, and Cllr E Rich seconded.

d. War memorial

The cost of the war memorial was discussed using the quotes provided in the agenda. The council discussed the urgency of having the wall repointed, the council came to a unanimous decision that it was not a priority currently and will be reviewed next year.

e. Parish Grounds Maintenance Plan

Cllr M Astley discussed that they have the beginning of a plan but needs development, he proposed that the parish grounds maintenance team should meet in September in order to organise the plan to propose at the next meeting. Cllr M Astley presented the basic plan that would be developed by the team and the council approved. Cllr M Astley said he would like to get all maintenance covered by one contractor.

F. Playground report

Cllr H Hitchman reported that there were no issues to report at Calverhall Playground. Cllr M Astley reported that the Ightfield playground is looking tired and in need of refurbishment.

g. Pathway report

Cllr H Hitchman reported the Pathway verges has been cut late as the contractor did not follow the timescale in the plan. It was also discussed that complaints have been received about debris on the pathway from the building site next to it. A letter is to be sent by the parish clerk to ask the site to be tidier and more respectful of the pathway and adjoining fields.

a. Signs for pathway

The clerk updated that a purchase order has been sent to Pinseeker so the permanent signs will be ready soon.

43/22 Highways/Environmental Health

a. Matters to report/updates on items previously reported to including drainage issue.

A pothole has been informally reported, the parish council has asked Cllr M Proctor to survey the Heath Road to find the exact location of the pothole so that it can be formally reported and resolved.

To discuss further with Cllr P Wynn regarding pothole management in the next meeting.

b. SID Device

No update has been received, Cllr M Proctor followed up in May and received no response from this email. It has been requested for the clerk to ask Cllr P Wynn for advice regarding this issue as we are unable to get in contact with the correct department at Shropshire Council.

c. Parish Maintenance

This was covered in item 42/22 e.

44/22 Planning (to include all received since the last meeting)

a. Applications – One received

b. Decisions – Grant Permission

c. To review the planning application

The planning application was discussed by the council, it has been noted that the neighbours had no knowledge of the planning application. This was discussed by the parish council. Shropshire Cllr P Wynn to review this application as it has not been properly notified to the neighbours of the house involved, so they were unable to comment on the actual planning application. There were no objections to the plan itself from the Parish Council.

45/22 Finance

a. Balance reconciliation & cash book for information

The council reviewed these and discussed, the chairman commented that this was still being reviewed by the chairman and the clerk. This will be brought to the next meeting.

b. Cash flow statement

The council discussed the cashflow statement and the amount of spending that is forecasted throughout the year. There were no objections.

c. To approve payment of invoices

The clerk noted that the unpaid invoices do not include her expenditures for petrol which she will add to the next agenda. Cllr M Proctor proposes that this should be approved, this was seconded by H Hitchman.

It was discussed that one more person should be added to the banking authorisation list, as it was not advised for more than 4 people to be on the banking authorisation. Cllr D Price proposed that the invoices should be brought into the meetings to be signed, this was seconded by Cllr M Astley.

Pinseeker, Currys and Eon was not accepted as the council would like to see the invoices.

The Chairman has asked that quotes are not put on the list to be authorised until there is an invoice.

d. To approve Grants

The grants have already been approved and distributed.

e. To resolve the increase the number of authorised signatories

Proposed by Cllr D Price and seconded by Cllr M Astley, E Rich is to be put on the online banking.

46/22 CIL Funds

The issue has been raised concerning CIL Neighbour Hood Funding. Cllr M Astley has contacted Shropshire Cllr P Wynn in order to query why the amount was less than expected.

47/22 Annual AGAR report

The Council viewed the AGAR report, the recommendations included an updated asset register. There were no concerns raised other than this. Cllr M. Astley signed the AGAR reports. The Parish Council asset register was reviewed by the meeting. Cllr M Astley proposed that the beacon should be donated to the Ightfield Parish church as it not used by the council, this was seconded by H Hitchman and agreed by the parish council. The clerk is to contact the church to inform them of the donation.

48/22 Housekeeping

a. Place plan

No issues were raised on the place plan.

b. **Banking**

This was covered in item 45/22 e.

49/22 Items for Next Agenda

Items for clerk's attention:

- Clerk to contact K & S regarding meeting with Cllr Henry Hitchman on Pathway repair
- Clerk to contact Eon who are undertaking the LED upgrade to fix the streetlight on New Street Lane at the same time.
- Clerk to speak to Paul Wynn regarding the process of the latest planning application and if there was a mistake in not informing the property neighbours.
- Clerk to input the cost of fuel expenses in the next meeting report.
- Clerk to send the invoice from Eon as well as the Currys to Cllr M Astley.
- It has been requested for the clerk to ask Cllr Paul Wynn for advice regarding this issue of the SID device as M Proctor has been unable to get a response from Shropshire Council regarding this issue.
- Clerk to bring invoices to the next parish council meeting in order to be signed and approved.
- The clerk is to contact the church to inform them of the donation of beacon.
- Clerk to ask previous clerk A Roberts if there is a part of the AGAR for public notice board.
- Clerk to ask Shropshire Council Highways Department if there can be a sign for the defibrillator put on the directions post at the Prees junction in Calverhall.

General Actions:

- The Parish Maintenance team is to meet and discuss the maintenance plan for its final presentation and approval at the next council meeting.
- Cllr M Proctor to survey Heath Road to find the exact location of the pothole so that it can be reported and resolved.
- Cllr M Astley to discuss further with Cllr P Wynn to query the CIL funding amount.

The meeting was closed at 21.03

The next Parish Council meeting will be on Sept 19th 2022