

COUNDRY 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
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MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.30pm ON 21st NOVEMBER 2019 AT COUNDMOOR VILLAGE HALL

Present: Parish Councillors S Scott, T Roberts, L Clutterbuck, R Davies, J Hall, S James, S Green, R Sartain, Shropshire County Councillor C Wild

Clerk: Kathy Symonds

57.19 Apologies for Absence

An apology was received from Councillor M Smith. The reason given was accepted by the Council.

58.19 Disclosable Pecuniary Interests

- a) No disclosable pecuniary interests were declared
- b) There were no applications for a dispensation regarding disclosable pecuniary interests

59.19 Public Participation session/Matters of Concern/Parish Matters

No members of the public present.

60.19 Minutes of the Parish Council Meeting held on 19 September 2019

The minutes of the previous meeting had been circulated.

It was proposed by Councillor Clutterbuck and seconded by Councillor Sartain and

Resolved (without opposition)

That the minutes of the Parish Council Meeting held on 19 September 2019 be accepted as a true record.

The minutes were signed accordingly.

61.19 Matters arising from the minutes of the Parish Council Meeting of 19 Septe 2019

a) Cound Arbour Bridge - Min ref 49.19

Gurnek Singh, Engineering Services and Bridges Manager at Shropshire Council attended to talk about the recent issues with the bridge and future plans to repair the bridge after the most recent strike, and in the medium term to widen the road to reduce the likelihood of further impact damage.

- The conceptual and feasibility study on possible road widening which took place earlier in the year had had positive outcomes. Opinions from the Parish and from other stakeholders had been sought and the overall recommendation was to proceed to the next stage.

- WSP are now doing the preliminary designs and commissioning the necessary surveys and ground investigation. Detailed designs will be put forward next year.
- The road widening work will be scheduled for Summer 2021, subject to budgetary approval.
- The preliminary budgeted cost is in the region of £300,000.

Regarding recent and on-going repair work Mr Singh said:

- Repair work following the last strike had cost £104,000. This was all recovered from the insurance company.
- The repair work currently needed is scheduled for 6th-10th Jan 2020
- The timescales are shorter on the current repair compared to previously as Shropshire Council now holds full specifications for all bridges in Shropshire which cuts down the lead down for initial admin by 6-8 weeks each time

Cllr Roberts asked about the possibility of having a video/cctv system on the bridge after the work is completed. Mr Singh explained that this was unlikely to be acceptable due to data protection issues. A system installed on a bridge in another Parish had resulted in a lot of local complaints regarding privacy.

Councillor Wild asked Mr Singh to comment on local road flooding issues, in particular around Fulway where the road has been flooded and the road repaired many times.

Mr Singh said that he will speak to the new Shropshire Highways Floodwater Manager John Bellis about Fulway. Mr Bellis is picking up all drainage issues.

Mr Singh closed by saying he will keep reporting back to the Parish Council and is willing to attend future Parish Council meetings to update as required.

The Chairman thanked Mr Singh for his attendance and explanations and Mr Singh left the meeting.

b) Re the hedge on the approach to the bridge from the Cound Mill turning
The hedge has now been cut back and plans are in place to keep it maintained.

c) Smartwater Ref 29.19 and 50.19 - see 67.19 below

62.19 To receive report from Shropshire Councillor

Councillor Wild drew attention to 'MyShropshire', a newly available online account giving quick and easy access to the range of online services offered by Shropshire Council. This can be used to report such issues as potholes, drainage problems, spillages, traffic light failure, streetlight failure, flytipping, dog fouling, littering and similar. It is under on-going development and more features and services are in the pipeline.

This is available at

www.shropshire.gov.uk/welcome-to-myshropshire/

Councillor Wild encouraged Councillors to publicise the availability of 'MyShrewsbury' and encourage residents to use it. Anybody reporting an issue will be kept updated by email on how the issue is being resolved.

Jonathon Ingleby, our local technician of Shropshire Council Highways Department has offered bi-monthly 'on-site' meetings to share the local roads, gulleys, footpaths and pothole issues that require attention.

ACTION : Clerk to contact Mr Ingleby to arrange a first meetup in the new year.

63.19 To receive the defibrillator audit check for the period

Councillor Roberts presented the audit check for the period up to 20th November 2019. There were no issues to report.

64.19 To approve the purchase of replacement defibrillator pads

Councillor Roberts reported that the defibrillator pads would be out of 'use-by' date soon. The replacement cost is £150 for two pairs - one pair for each defibrillator.

It was proposed by Councillor Sartain and seconded by Councillor James and

Resolved (without opposition)

That two pairs of defibrillator pads should be ordered after the January meeting in time for them to be fitted prior to the expiry date on the current pads.

ACTION: Councillor Roberts will purchase the new pads in late January 2020 and will fit them as soon as received.

65.19 To consider participation in the celebrations of the 75th Anniversary of VE Day on 8th through to the 10th May 2020 (see item 12.19 of 16/05/19 meeting)

Councillor Roberts reported that the date of the Cound Church Fete 2020 had been moved back a week so that it did not conflict with this weekend.

ACTION: Clerk to re-circulate the link to the VE Day celebrations to Councillors and ask for feedback on whether we ought to take part and what form that might take.

66.19 Update on speeding traffic issues

Councillor James reported that Mark Booth - Community Speed Watch (CSW) Coordinator, Safer Roads Partnership, West Mercia Police had visited on 30/09/19 to assess whether CSW might be suitable in the area.

His conclusion was that he does not believe that CSW would be suitable for the following reasons:

- The traffic volume is too low - he was there for approximately 20 minutes and during this period he saw three vehicles. No justification to commit resources in such a low volume area.
- No suitable place to site a vehicle. No obvious site to take data from, should we wish to, and there were no obvious sites suitable for people to conduct CSW safely due to the lack of hard standing.
- Due to the nature and set up of the village the council may consider the possibility of some form of traffic engineering or consider raising funds from local residents to get some form of traffic calming.

Mr Booth was sorry that his department was unable to help on this occasion but he wished the Council luck in finding a suitable way to resolve the traffic issue.

67.19 Update and planning regarding rollout of Smartwater

Councillors Roberts and James and the Clerk had moved the rollout forward:

- Smartwater packs had been received
- The 'Don't Buy Crime' had been downloaded by the two Councillors and the Clerk so that packs could be registered as they were given out to residents
- The 'Noggin and Natter' night had been used to commence the rollout. A total of 14 packs had been issued to date.

- Cllr James demonstrated the app to other Councillors who will need to use it.
ACTION: Clerk to send out a link to the app to all Councillors with instructions on its download and use.
- Cllr Roberts had prepared two flyers. The first will go into Village Life magazine at the end of November alerting residents to the availability of Smartwater and inviting them to contact a Councillor of their choice to ask for a pack. The second flyer can be used to advise a resident that someone had called to give them a pack while they were not at home and giving details of who to call to confirm whether they would like a pack or not. This will be used when the 'door to door' phase of the rollout commences.
- The bookshop next to the Guildhall will be used as a 'pop-up' Smartwater centre on polling day - 12th December. The aim is to sign up as many residents as possible on that day.
- The parish has been divided up into 'clumps' of properties which has been recorded on a spreadsheet. These clumps are allocated to individual Councillors/volunteers who will be responsible for handing out and registering kits to people who did not pick one up on polling day.

68.19 Clerk's Report

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

Since last meeting:

- Minutes and admin from last meeting
- Regular correspondence, bank, bank recs, payments, etc.
- First six months financial review preparation
- Liased with West Mercia PCC office to process SmartWater application and provide information to secure the 25% funding. Met with Cllr Roberts to draw up a rollout plan. Attended Noggin and Natter evening with Cllrs Roberts and James to start the rollout

To do:

- Roll out of SmartWater
- Budget prep for 2020/21 year for Jan meeting

Authorised Payments for Oct/Nov 19 from Treasurers' Account

Date	Payee	Description	Amount
22/11/2019	Mrs KJ Symonds	Clerk's net pay Oct/Nov 18	359.00
22/11/2019	HMRC	PAYE re Oct/Nov Clerk's salary	89.80
22/11/2019	Mrs KJ Symonds	Clerk's expenses Oct/Nov 19	45.79
22/11/2019	Hutchinson Groundcare	Oct/Nov Highways Contract	373.60
22/11/2019	Tim Roberts (re British Legion poppy Wreath)	Re-imburement of cost of British Legion Poppy Wreath/donation to appeal	50.00
22/11/2019	Cound Guildhall Management Committee	Hall Hire for meetings May/July/Sept	69.00
Total			987.19

It was proposed by Councillor Hall and seconded by Councillor Clutterbuck and

Resolved (without opposition)

that the above accounts be approved for payment.

b) Bank reconciliation to 16 November 19

The bank was reconciled at £5,885.83, being the online banking balances on the date the meeting Agenda was prepared. Of this, 'ring-fenced' cash was £177.49 relating to the Transparency Code funding. The bank reconciliation was agreed and signed by the Chairman.

c) Half yearly accounts and review

The Clerk presented the receipts and payments account up to the end of September 2019 and a projection to the end of the year. The payments are higher than budget by £1,247 primarily due to Smartwater costs which had not been budgeted for this year. Receipts are higher than budget by £820, being £578 due to the Environmental Maintenance Grant being received for 2019/20 which was not expected when the budget was prepared and £237 being the VAT reclaimable on Smartwater.

70.19 To consider Sue Hackett's (internal auditor) expression of interest in performing the internal audit for 2019/20

Mrs Hackett, who has been the Parish Council's internal auditor for the last few years, had submitted an expression of interest in delivering the same service for 2019/20. The

Clerk's opinion was that Mrs Hackett is an extremely knowledgeable and thorough professional and that her quote of £125 for the internal audit for this year represented good value for money.

Councillor Sartain opined that this was a lot of money to pay for something which he believed could be carried out by a suitable volunteer free of charge. Councillor Wild pointed out that the audit is not a simple matter of checking the adding up of the figures. The Council is, and Councillors are, bound by a host of statutory requirements which must be adhered to. The Clerk added that Councillor Sartain was correct that there is no requirement for an Internal Auditor to be professionally qualified. There is however a clear requirement for that person to be 'competent' - which encompasses their understanding proper practices in relation to governance and accounting requirements within the legal framework and statutory powers of the Parish Council. In the Clerk's opinion this level of 'competence' is unlikely to be found in anybody who has not studied the up to date detailed legal framework appertaining to local authorities.

ACTION: Clerk to send Councillor Sartain the contact details for Dianne Dorrell, the County Secretary of SALC who can throw further light on the issue, and a link to the legislation guidelines '*Governance and Accountability for Smaller Authorities in England*' March 2017 which lays out the requirements for Internal Audit.

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

Resolved to appoint Sue Hackett as internal auditor for the Parish Council for 2019/20.

Councillor Sartain asked for it to be minuted that he did not agree with this decision.

71.19 Planning

1. Decisions to note:

No decisions to note

2. Planning applications for consideration:

a) Ref: 19/04434/FUL

Address 4 Cound Moor Shrewsbury Shropshire SY5 6BB

Proposal: Erection of two storey extension to include partial demolition remodelling and extension to annexe building

Status Pending Consideration

Validated date 07 Oct 2019

No objection nor comment was recorded on this planning application

b) Ref: 18/02931/FUL (As revised)

Address Highfields, Cound Shrewsbury Shropshire SY5 6EJ

Proposal: Erection of a two-storey replacement dwelling with detached double car port including plant room and workshop, provision of landscaping works to create a lower level garden area to rear and installation of a new package treatment plant to replace existing septic tank. (Amended Description)

Status Pending Consideration

Validated date 06 July 2018

Councillors considered the revised plans.

It was proposed by Councillor Scott and seconded by Councillor Green and

Resolved (without opposition)

that no objection to the revised plans would be raised by the Parish Council.

ACTION: Clerk to email this decision to the Planning Officer dealing with this application and submit a note to that effect on the Shropshire Council planning portal.

72.19 Correspondence

No correspondence to report that is not already dealt with elsewhere on the agenda.

73.19 Future Agenda Items

- Smartwater rollout update

74.19 Date and time of next meeting

The next meeting will be held on Thursday 16 January 2020 at 7.30pm at Coundmoor Village Hall.

The Chairman thanked everybody for attending and the meeting closed at 9.20 pm.

Signed by Chairman: _____

Date: _____