

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

## **Minutes of the Ordinary Parish Council Meeting on Monday 11th July 2022.**

**Attendance:** Cllrs Helen Robinson (Chair) Ian Heighway, Richard Morgan, Tamsin Osler and Scarlett Penn.  
In Attendance: Heather Coonick (Clerk/RFO)

- 1. RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:** Cllrs Ken Jackson, John Heighway and Cllr Cecilia Motely (Shropshire Council)
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST: None**
- 3. MINUTES of the PARISH COUNCIL MEETING held on 24<sup>th</sup> May 2022:** Approved. Prop Cllr Ian Heighway  
2<sup>nd</sup> Cllr Tamsin Osler. Unanimous.
- 4. PUBLIC SESSION:** a) Request to cut the thistles on the common before they seed. The Council will discuss this at point 9.1. b) Request that if the SmartWater scheme is implemented that care is taken over the positioning and size of signs. The Council confirmed that this had been raised at the public SmartWater meeting and the Council will take these comments into consideration when deciding on the SmartWater signs. c) Request that SmartWater signs are at least placed on the entrances to the village as this is the deterrent. d) Request for the Council to object to the Planning Application in item 7.1. due to the scale of the development and its impact upon The Mill, the village, and the Conservation Area. f) Request of the Council to raise the issue of the Mill Pond in item 7.1, taking water from the water course and the affects on Clee Brook. g) Request that the Council raise the risk to the amenity of properties along Clee Brook and the affects on wildlife of item 7.1. h) Request that the Council support the application in item 7.1 as the extension to the house, although large, is to the rear and set into the hillside so should not be intrusive. The restoration of The Mill will enhance the ambiance of the village. Comments d) to h) to be considered by the Council at point 7.1 on the agenda.
- 5. GENERAL COUNCIL BUSINESS**
  - 5.1. Councillor Vacancy:** Cllr Robinson welcomed Councillor Richard Morgan as the newly elected Councillor. Cllr Morgan signed the Acceptance of Office and Declaration of Interest forms.
  - 5.2. Permanent Clerk Recruitment:** H Coonick has indicated that she is willing to accept an offer of a permanent position as Parish Clerk and Responsible Finance Officer. The Council discussed the matter and offered her the post with the same conditions as the temporary position. A contract will be signed by the Clerk and Cllr Robinson representing the Council.
  - 5.3. Review and Adopt the Risk Assessment:** This is almost complete with some further work on risk assessing machinery and chemicals used for management of the common. A completed assessment will be placed before the next meeting.
  - 5.4. General Data Protection Register and Information Commissioners Office Registration:** The Clerk has registered the Parish Council with the Information Commissioners Office and a fee of £35 per annum is required. Prop Cllr Osler 2<sup>nd</sup> Cllr Penn. The Clerk will carry out a data audit.
  - 5.5. Defibrillator Maintenance and Volunteers:** Cllr Robinson thanked Mrs Sue Kail who has offered to check and maintain the defibrillators and will work with the Clerk on updating The Circuit and Ring Round System. New batteries will be installed by the Clerk and Mrs Kail, the defibrillators will then be fully operational.
  - 5.6. Consider the purchase of Smart Water Kits:** The proposal was discussed including the number of kits to purchase for the parish. Cllr Heighway proposed that the Council should purchase 58 kits which would provide a free kit for 80% of the households in the parish at a cost of £387.15. 2<sup>nd</sup> Cllr

Morgan. Unanimous. If further kits are required, they can be purchased. The position and size of signs will be decided at the next meeting.

## 6. REPORTS FROM REPRESENTATIVES

- 6.1. **Shropshire Council** – Cllr Cecilia Motley has sent her apologies.
- 6.2. **Village Hall** – Cllr Scarlet Penn reported that there had been mainly support for the bio-diversity plan for the village hall grounds. The games night was very successful.
- 6.3. **Commoners Association** – Cllr Ian Heighway reported that the person responsible for maintaining the Thornwell track is keen to carry out the work but is waiting for planning consent. The Commoners Association would like the Parish Council to write to them stating the importance of completing the work before the Winter.
- 6.4. **Our Upland Commons** – Cllr Ian Heighway reported that the next meeting is on the 1<sup>st</sup> August and bracken and gorse control will be on the agenda. The archaeologists have been working on the bell pits. Mr Chomley and Mr Wood have already been trained in using the Robocutter. The Clerk will contact the insurers to include the Robocutter on the insurance.
- 6.5. **South Shropshire Area Committee – 18<sup>th</sup> July 2022** - The Clerk will send the agenda to Councillors.

## 7. PLANNING

- 7.1. [22/02338/FUL](#) **Mill House, Clee St Margaret**. Councillors discussed the new plans and considered the comments made by members of the public during item 4. Although there was full support for the restoration of The Mill there was considerable concern about the affects of such a large development upon a listed building in the Conservation Area. There was also concern about the increase in traffic and highway safety on single track lanes. There is insufficient information in the application regarding the commercial plans for the development. Cllr Penn proposed to oppose the application 2<sup>nd</sup> Cllr Ian Heighway. Vote: 4 in support of the proposal, 1 abstention.

## 8. FINANCE

- 8.1. **To Approval the Accounts, Expenditure Against Budget and Bank Reconciliation**. As of the 5<sup>th</sup> July 2022 the Current Account holds £2,220.91 and the Savings Account holds £23,629.04. There has been a higher than budgeted expenditure on Defibrillators, but they are now operational. Cllr Osler Prop to accept the accounts 2<sup>nd</sup> Cllr Ian Heighway.
- 8.2. **Investment Advisory Group Report** Cllr Jackson has sent apologies.
- 8.3. **Authorise Payments** – P Massey for the gate repair on Burnt House Bank £120. Information Commissioners Office Direct Debit signed £35 per annum. Village Hall Jubilee £870.36 donation for picnic tables for the Village Hall £145.06 (VAT will be recoverable by the Parish Council). H Coonick Clerk's Salary £704.04 and HMRC £175.80 and travel expenses £15.75 for April - June 2022. Election Recharge for elections in May 2021 and March 2022 £509.

## 9. THE COMMON

- 9.1. **Review the Current Maintenance Plan**: Concerns over the removal of bracken have been received from a parishioner. Council resolved that it would go ahead with plans for this year. Cllr Heighway is meeting with Natural England, Common Cause and others to inform the future strategy for management of Clee Liberty Common. This will be discussed at future meetings with an aim to have a new plan ready for the Spring. Biodiversity will be considered when designing the new plan. Cllr Heighway will try to arrange for a contractor to cut the thistles at Heathamgate and the Yeld. A limit of £300 has been set to complete this work.
- 9.2. **Authorisation to Use Equipment and Insurance**: Equipment to manage the common must only be used by Councillors or members of the Commoners Committee or named individuals.
- 9.3. **Living England Permission for Surveys 2022-2025**: There was no objection to the surveys.

**10. POSSIBLE ITEMS FOR INCLUSION IN THE NEXT MEETING'S AGENDA:** a) speed of tractors through the village. b) donations c) Clee Liberty Maintenance Plan d) SmartWater signs

**11. DATE OF NEXT MEETING: 7.30pm 5<sup>th</sup> September 2022 at Clee St Margaret Village Hall**

**Signed by the Chair:**

**Date:**