

Whixall Parish Council



Chairman: Ian Mercer

To all Members of the Council. You are hereby summoned to attend a Meeting of the Parish Council of Whixall to be held on Wednesday 12 April 2023 at Whixall Social Centre which will commence at 7.30pm in order to conduct the following business enclosed on the agenda below. Members of the public are welcome to attend.

Signed:

A. Mercer

Date: 5 April 2023

1. Chairman's welcome, announcements and public session

Should a member of the public so require they will be permitted to speak. Public speaking time will be limited to 15 minutes, 3 minutes per speaker

2. Apologies

3. Declaration of Disclosable Pecuniary or any other interests or requests for dispensations

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members interests maintained by the Monitoring Officer.

Members are reminded that they must declare non-pecuniary interests relating to agenda items

4. To approve the Minutes of the Parish Council Meeting held on 8 March 2023

5. Reports

Shropshire Councillors; Parish Councillors and Clerk

6. Parish Matters

a. The Marlot

- i. To receive an activity report from Marlot Conservation Group (Circulated)
- ii. To receive a verbal report on access to the Marlot

b. Hollinwood Green: To agree the content of correspondence

c. To consider the Annual Parish Meeting

7. Planning

a) To receive planning applications from Shropshire Council

23/01098/FUL	Demolition and rebuilding of former shippon to provide ancillary residential accommodation. The Fields Farm, Dobsons Bridge
23/01325/FUL	Erection of a local needs dwelling including access and garage. Land Adjacent to 14 Waterloo, SY13 2PX

b) To note planning decisions made by Shropshire Council

23/00407/FUL	Erection of extension and alterations to existing vehicular access & driveway. 9 Moss Villas, The Moss.	Grant Permission
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8. Finance

- a) To receive Monthly Balance Record and reconciliation (circulated)
- b) To resolve to approve outstanding invoices and payments
- c) To receive a verbal report on Neighbourhood Funding

Recipient	Reason for Payment	Amount £	Ref.	Power of Expenditure
<u>Payments to be Made</u>				
HMRC	PAYE	74.20	1.23	LGA 1972 s112(2)
Employee	Salary	297.42	2.23	LGA 1972 s112(2)
Employee	Reimbursement	9.63	3.23	LG(FP)A 1963 s5
NEST	Pension Contributions	58.27	4.23DD	LGS(DP)R 1961 s1
M Spenser	Expenses: Hollinwood Green	31.01	5.23	LGA 1972 s137

9. Items for Next Agenda

To enable Councillors to bring forward items for the 10 May 2023 meeting agenda.

Whixall Parish Council



Chairman: Ian Mercer

Minutes of the Parish Council's Monthly Meeting held on 8 March 2023 at Whixall Social Centre starting at 7:30pm

Present:

Councillors: I Mercer (Chair); D Edgerton; J Spenser; P Rodenhurst; A Rawlinson; M Evans

Shropshire Councillors: Cllr Broomhall; Cllr Towers

Clerk: A Roberts

Other Organisations 2

Members of the Public 3

19/23 Public Session

No members of the public spoke.

20/23 North Salop Wheelers

Terry Fry, NSW Chair, attended and provided an update to the council. He outlined the role of NSW and the issues currently faced, including a lack of volunteer drivers and the need to upgrade the vehicle fleet.

21/23 Apologies for Absence

Cllr Harris (holiday), Cllr Howard (illness), Cllr Weedall (illness).

22/23 Declarations of Pecuniary Interest

Cllr Spenser declared an interest in item 10d, as the Council's representative on the URC Graveyard Trust.

23/23 Minutes of Previous Meeting

Proposed Cllr Rawlinson, seconded Cllr Evans and agreed by all present.

Resolved: The minutes of the Council meeting held on 8 February 2023 are an accurate record.

The Chair signed the minutes.

24/23 Planning

a. To Consider Applications

23/00407/FUL	Erection of extension to existing access and driveway 9 Moss Villas, the Moss	Support without comment
22/05736/FUL Amended	Proposed Dog Exercise Area. Glebe Farm, Church Lane	Stance remains unchanged (object)

b. Planning decisions received.

23/00037/FUL	Erection of extension to form enlarged kitchen/diner with en-suite over. Hornspike Lane Farm, SY13 2QD	Granted
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25/23 Reports

Cllrs Broomhall and Towers (Shropshire Council) circulated reports prior to the meeting. The content was noted.

26/23 Community Policing Priorities

Following discussion, it was agreed that fear of dog theft and suspicious callers may not be the priority that it was during lockdown and that further advice should be taken.

Proposed Cllr Mercer, seconded Cllr Rawlinson

Resolved: To delegate the response to the Clerk who will consult with the Neighbourhood Watch coordinator before submitting the form to West Mercia Police on behalf of the Council.

27/23 Parish Matters

a. The Marlot

i. The content of the Marlot Activity Report was noted.

ii. Proposed Cllr Spenser, seconded Cllr Rawlinson, agreed all.

Resolved: To use surplus funds to print the Marlot leaflet. The Clerk is to seek three quotes and the number of leaflets required (maximum 200) is to be agreed in consultation with the Chairman, subject to printing costs.

The Chairman asked for those responsible for producing the leaflet to be formally thanked for their work.

iii. The Council discussed the further comments provided by MCG regarding access to the Marlot. As both Cllr Rawlinson and MCG believe there is no immediate danger, it was agreed that Cllrs Edgerton and Rawlinson would visit the site to assess options for clearing the culvert. They will report back to the next meeting.

b. Grass Cutting Contract

The current contract holder has confirmed that rates will be held for a further two years. Proposed Cllr Mercer, seconded Cllr Edgerton, agreed all.

Resolved: To extend the current grass cutting contract until 31 March 2025 on the current rates.

The Chairman asked for the contract holder to be thanked for the work that he has carried out to date.

c. Hollinwood Green

A plan provided by Shropshire Council (circulated with the meeting papers), clearly shows that Hollinwood Common spans an area wider than the old pond, which the Parish Council has been maintaining. The plan also shows that the grass strip where parking/damage is occurring is definitely part of the common.

The clerk explained that, in the case of unowned common land, the Council is able to take steps to protect it.

Proposed Cllr Evans, seconded Cllr Spenser, agreed all.

Resolved: To write to properties on, or immediately adjacent to, the common to remind them that common land should not be driven on or parked over and asking for their co-operation.

The clerk will draft a letter for the next meeting.

d. Asset Register Update

Hollinwood Common is shown on the Asset Register as a Council asset, when it is unowned common land.

Proposed Cllr Rawlinson, seconded Cllr Edgerton, agreed all.

Resolved: To remove Hollinwood Common from the Council's Asset Register.

e. Annual Parish Meeting

Following Cllr Harris's work on the connectivity survey and a recent meeting with Chris Taylor of Shropshire Council, it was agreed that Chris would be invited to speak at the APM which would focus on connectivity.

28/23 Financial Matters

a. To receive monthly bank balance record.

The Clerk advised the council of the council's bank balances.

DATE	ACCOUNT NAME	AMOUNT
28 February	Current Account (Working Budget)	£1,622.01
	Savings Account (Reserves)	£11,920.43
TOTAL		£13,542.44

The bank reconciliation and statements were checked and approved by Cllr Evans.

b. To resolve to approve outstanding accounts

Orders for the payment of outstanding invoices and all payments approved remotely (under "Power to Spend" LGA1972 s.112(2) and 124(1)). Proposed by Cllr Harris, seconded by Cllr Rawlinson and agreed by all.

Resolved: The outstanding accounts should be paid and the payment transactions authorised by two nominated councillors.

Recipient	Reason for Payment	Amount £	Ref.
ICO	Data Protection Fee	35.00	60.22DD
HMRC	PAYE	145.60	61.22
Employee	Salary for February hours	219.18	62.22
Employee	Reimbursement	58.19	63.22
NEST	Pension Contributions	57.20	64.22DD
G Turnbull	Fuel for machinery	17.37	65.22

c. To receive a report on the end of year budget and reserves

The clerk tabled a document showing the predicted financial position of the Council at the end of the financial year and provided explanations where required. The report was noted.

d. Grant Funding

Three applications had been received.

Proposed Cllr Rawlinson, seconded Cllr Edgerton, agreed all.

Resolved: to provide a grant of £50 to Whixall URC Graveyard Trust to support their ongoing work.

Proposed Cllr Rodenhurst, seconded Cllr Rawlinson, agreed all.

Resolved: to provide a grant of £300 to North Salop Wheelers to assist in the purchase of new vehicles.

Proposed Cllr Spenser, seconded Cllr Edgerton, agreed all.

Resolved: to provide a grant of £225 to Whixall CE Primary School as a contribution towards the purchase of Coronation Coin for pupils.

Scheduled date of next meeting:

12 April 2023 (7.30pm)

The meeting closed at 9.26pm.

1. Policing Priorities

Following a discussion with Graham Turnbull, it was agreed that dog thefts and suspicious callers are no longer a high priority. Consequently, the following three priorities were selected:

- a. Anti-social driver behaviour
- b. Thefts (farms)
- c. Thefts (dwellings)

2. Grass Cutting

The formal contract extension offer has been sent. No response has been received to date.

3. Marlot Leaflet

Three quotes were received. The lowest quotes was £74 (100 copies) and £95 (200 copies). With the Chairman's agreement 200 copies have been ordered and should be delivered before the meeting.

4. Asset Register

Hollinwood Common has now been removed from the Asset Register.

5. Grants

All grants have been paid. Recipients will be asked to provide some information for the Autumn Newsletter, outlining how they have spent their grants.

6. Correspondence

- a. The Communities Prepared Shropshire and Telford & Wrekin Community Emergency Planning Programme.
SALC has asked for expressions of interest by 28 April. Information is below.

7. Hollinwood Green

Martin Spenser will be away for part of the summer and his neighbour, Helen Eckhart has agreed to look after the Green in his absence.

A Roberts

6 April 2023

To Town & Parish Councils, and Parish Meetings**CC: SALC Executive**

Community Emergency Planning is becoming increasingly more important, whether for floods, pandemics, food & utility issues, or the next unexpected event. For emergency planning to be as effective as possible in keeping people, businesses, property and our environment safe it should be led at a local level, with the joined-up support of principal councils, the emergency services and other relevant agencies.

A programme is being run by Communities Prepared in collaboration with SALC, Shropshire Fire & Rescue Service, West Mercia Police and the Local Authorities to work with parish and town councils, and their communities, on developing an approach to community emergency planning which works for all concerned.

Three online workshop sessions will be held over the summer of 2023 for parish and town councillors, officers and interested members of the community who could most benefit from support in developing a plan for a parish or town. Once the plan is formed you will also get support and guidance in implementing it, so that we can all keep our communities safer from the range of emergencies we may all face.

To express interest in being involved in this programme please email: alc@shropshire.gov.uk . If you would respond by Friday 28 April, that would be much appreciated.

For more information on Communities Prepared see communitiesprepared.org.uk – this programme of workshops is being fully funded by the National Lottery Community Fund at no cost to SALC or participants.

Kind regards

Dianne



Dianne Dorrell, FinstAM Dip RSA CiLCA

County Secretary

Shropshire Association of Local Councils



Email: dianne.dorrell@shropshire.gov.uk

Phone: 01743 252744 | Mobile: 07703 848 145

Shirehall, Shrewsbury, SY2 6ND

www.alcshropshire.co.uk

Bank Reconciliation
Whixall Parish Council

Balance per Bank statements as at 31 March 2023	£	£
Current Account (Unity Trust)	784.31	
Savings Account (Unity Trust)	11,976.30	
Petty Cash	-	
		12,760.61
Less: any un-presented cheques		
		-
Add any unbanked cash		
Net Bank balances		12,760.61
CASH BOOK		
Opening Balance	11,897.66	
Add: Receipts in the year to date	12,425.05	
Less: Payments in the year to date	- 11,562.10	
31-Mar-23		12,760.61

Variance -

Customer: Whixall Parish Council
Account: 60-83-01 20423117

Statement 48 from 05 Mar 2023 to 31 Mar 2023

Date	Description	Serial No	Debits	Credits	Balance
05Mar2023	Brought forward balance			1,622.01	1,622.01
10Mar2023	B/P to: AJ Roberts		(58.19)		1,563.82
10Mar2023	B/P to: HMRC Cumbernauld		(145.60)		1,418.22
10Mar2023	B/P to: NSW Community Bus		(300.00)		1,118.22
10Mar2023	B/P to: Mr GD Turnbull		(17.37)		1,100.85
10Mar2023	B/P to: AJ Roberts		(219.18)		881.67
10Mar2023	B/P to: URC GraveyardTrust		(50.00)		831.67
15Mar2023	B/P to: Fields M A Trust		(225.00)		606.67
21Mar2023	HMRC VTR			252.84	859.51
30Mar2023	Direct Debit (NEST)		(57.20)		802.31
31Mar2023	Service Charge		(18.00)		784.31



Customer: Whixall Parish Council
Account: 60-83-01 20423120

Statement 36 from 01 Mar 2023 to 31 Mar 2023

Date	Description	Serial No	Debits	Credits	Balance
01Mar2023	Brought forward balance			11,920.43	11,920.43
31Mar2023	Credit Interest			55.87	11,976.30

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