



**Minutes of Full Council meeting of
Lilleshall Parish Council held on 2nd November 2020 at 7:00pm held via Zoom
video conferencing**

Members present: Cllr A Baker (Chairman)
Cllr D Cornes
Cllr P Challinor
Cllr P Millard
Cllr L Parker
Cllr D Shaw
Cllr B Taylor

In attendance: Cllr A Eade (TWC Ward Member)
Mr C Furnival (Locum Clerk)

19/180 Opening of the meeting and public session

The Chairman thanked members for their willingness to move to a video conferencing format of meeting, given the circumstances of the pandemic the Council are not currently able to meet in person.

No members of the public were in attendance.

19/181 Apologies

None received.

19/182 Declarations of Interest

None declared.

19/182 Minutes of the Full Council meeting held 24th September 2020

It was proposed by Cllr P Millard and seconded by Cllr L Parker, all were in favour thus **RESOLVED that the minutes of the meeting held on 24th September 2020 be signed as a true record.**

19/183 Matters arising, for information, from the 24th September 2020 minutes not otherwise on the agenda

No matters arising.

19/184 Appointment of Locum Clerk

The Chairman wished to note thanks Mr C Furnival for volunteering his time throughout October to finalise the Councils accounts for the previous year and deal with other urgent matters.

It was proposed by Cllr D Shaw and seconded by Cllr B Taylor, all were in favour thus **RESOLVED to appoint Mr C Furnival as Locum Clerk until 31/03/21**. The appointment will work flexibly within the hours of 15 per week, initially working from home due to the pandemic closure of parish office. Pay will be at SCP scale 13 and both parties (Parish Council and Clerk) may wish to make the appointment permanent before 31/03/20 by request in writing.

19/185**Schedule of Meetings**

Members agreed that it would be appropriate to move the meetings to ensure that the Ward Member could be present as the current schedule clashes with another Parish Council in the same ward. It was proposed by Cllr B Taylor and seconded by Cllr P Challinor thus **RESOLVED to move meeting to the first Tuesday of the month.**

19/186**Clerks Reports**

The Clerk reported that the year-end AGAR has been completed and sent to the external auditors, along with the AGAR is the supplementary documents required for audit and a letter of explanation for the lateness of the submission.

Renewal letters have gone out to all allotment holders and so far around 50% of holders have responded with 100% of those responses wishing to remain a holder for the next 12 months.

19/187**Financial Reports**

- a) The following summary of account statements from 1st September 2020 to 30th September were noted, a reconciliation of the accounts for this date period was undertaken and signed by Cllrs Parker and Baker:

Treasurers Account 1 st September 2020	28,559.77	
Bus Bank Instant 1 st September 2020	53,618.36	
Debits BT landline and wifi	59.99	
Credits Parish precept Bank Interest	32,712.50 0.44	
Balance as at 30th September 2020		£114,831.08

- b) The following payment list and accompanying invoices/receipts were reviewed and it was proposed by Cllr Parker and seconded by Cllr Baker, thus **RESOLVED to approve the following payments to be made;**

Details	Bank ref	Statutes	Account
Insurance	26071335	LGA 1972 s111	858.96
Grounds maintenance 1/08/20 TO 30/08/20	GM788040	HA 1980 s96	568.80
Grounds maintenance 1/09/20 TO 30/09/20	GM789716	HA 1980 s96	568.80
Grounds maintenance 1/10/20 TO 31/10/20	GM792217	HA 1980 s96	568.80
Maintenance of streetlights Quarter 1 April to June 2020	4475155	LGA 1972 s214	1205.14
Skip hire for allotments	67201	LGA 1972 s124	204.00
ICO Data Protection Fee	ZA382867	LGA 1972 s143	40.00
		TOTAL	4,014.50

- c) Members agreed that the bank mandate would be completed by the Clerk to allow him access to the bank. The Clerk will obtain signatures from Cllrs Baker, Shaw, Millard and Taylor at the nearest opportunity. Following this the Clerk can then review and make necessary changes to the mandate and explore the Parish Council taking on online banking.
- d) The Clerk gave a short introduction to the benefits of using an accounts software such as Scribe. Members had received a full glossary of information on the use of Scribe which was emailed to them by the Clerk on the 23rd October and agreed that this would be a beneficial move for the Parish Councils accounts and it was proposed by Cllr D Shaw and seconded by Cllr L Parker, thus **RESOLVED to adopt a subscription to the Scribe Accounting Software service and for the Clerk to make the necessary arrangements for this.**

19/188 Correspondence

Lilleshall Tennis Club will be introducing a rota where three members of their committee will use the leaf sucker three times a week to maintain the courts following the national lockdown that comes in effect on the 4th November, members are happy for this to be done.

Members of the Council are invited to a meeting with Public Health England and Telford & Wrekin Council to hear what actions are taking place in response to the Coronavirus pandemic locally. This meeting will be held on 9th November at 10am via Zoom, if any members wish to attend, they should contact the Clerk to receive an invite.

This year's AGM of SALC will be held via Zoom on 20th November at 6pm. If members wish to attend, they should contact the Clerk to receive an invite.

The Lord-Lieutenant of Shropshire has invited the Parish Council to nominate our Covid-19 heroes who will then be invited to a Garden Party to be held in June 2021 to celebrate their efforts for the community during this pandemic. The Parish Council has until 31st March 2021 to nominate any persons. It was agreed by members that this will go onto the December agenda to allow members to obtain details of any persons who may be suitable for nomination.

19/189 Planning

Members considered the planning applications before them and it was proposed by Cllr P Challinor and seconded by Cllr D Shaw thus **RESOLVED to respond to the following applications as per the below comments;**

Application reference	Location of application	Description of proposal
TWC/2020/0358	Land opposite Woodside Farm, Kynnersley Drive, Lilleshall, Newport, Shropshire	Three year siting of mobile home and demountable garage with modifications to existing access to support Livery *****amended plans and supporting information received*****
Parish Council response: Object to the proposals on the grounds that this is an intensification of use and that the highways concerns will no doubt have a negative effect on the current road infrastructure, this does not comply with the aims, objectives and policies of the Lilleshall Parish Neighbourhood Plan. The application also does not comply with the Telford & Wrekin Local Plan as the proposed development lies within the protected area of the Weald Moors Strategic Landscape.		
TWC/2020/0356	Land opposite Woodside Farm, Kynnersley Drive, Lilleshall, Newport, Shropshire	Creation of manage, parking, associated boundary treatments and the erection of stables/equestrian buildings *****amended plans and supporting information received*****
Parish Council response: Object, the comments relating to TWC/2020/0358 also apply.		

19/190

Reports from Outside Bodies

Cllr B Taylor – Allotments

Thanks to the Clerk for organising the recent skip and allotment holder renewals. There are some members on the waiting list so the allotment team are keen to find out who may not wish to renew their membership.

19/191

Reports from Parish Councillors and Ward Member present

Cllr A Eade wished to note that it is good to see the Parish Council back to meetings and further to congratulate the Clerk on his appointment.

Cllr A Eade gave a presentation to members about the traffic calming survey that was recently conducted, the percentage of responses was significant for the community and is looking likely to be over 50% of the Parish has responded. 78-88% of responses feel that measures are required to improve road safety in the area. Thanks, were noted to local resident B. Jones, Cllr D Shaw and Cllr A Baker for their work and collaboration on this project.

Three proposals have been put to Telford & Wrekin Council. One option would be a 20mph limit in the village, another would be a physical and visual traffic calming measures, another option would be speed indication devices. There would also be a community speed watch group. Cllr A Eade feels that we have had the opportunity to gauge some proposals and suggests that we now pursue the opportunity to get specifics of designs and costs for all options. There is an opportunity of working in partnership with Telford & Wrekin Council over this project.

Cllr A Eade suggested that the Parish Council may wish to support the project for speed safety measures in principle and pursue engagement with Telford & Wrekin Council to investigate costs and designs of all options that are suitable to the Parish of Lilleshall. This was proposed by Cllr B Taylor and seconded by Cllr D Shaw thus **RESOLVED to support the project in principle as detailed above.**

19/192

Lilleshall Tennis Courts Rents

Cllr L Parker was concerned that the recently letter sent to the Tennis Club to agree waiving of rent for the remainder of the year was not consulted with the Parish Council at a meeting.

Cllr D Shaw reported that the Tennis Club do contribute a significant amount to the community and maintain a building which is in the Parish Councils ownership.

Cllr A Baker suggested that we write to the Tennis Club to retract this letter and suggest that they apply to the Parish Council for a special grant for waiving of rent so that the Parish Council has the opportunity to review the proper documentation of the Tennis Club's financial position to assess if waiving of rent is suitable. This proposal was proposed by Cllr B Taylor and seconded by Cllr P Challinor, thus **RESOLVED to write to the Tennis Club.**

19/193

Lilleshall Gateway Speed Measures

This item was discussed under item 19/191.

19/194

Western Power Substation

A recent installation of a substation at the bottom of Limekiln Lane has caused complaints from members of the public and Councillors.

Cllr D Shaw explained that Western Power do not require planning consent to install this utility facility therefore there was no consultation prior to installation, however he suggested that the Parish Council make contact with Western Power to propose the idea of a planting scheme around the substation to ease the industrial view of the facility. It was agreed that the Chairman, Clerk and Ward Member would make arrangements to meet with representatives from Western Power to discuss further.

19/195

Fly tips in the Parish

Cllr A Baker noted his disappointment with Telford & Wrekin Councils recent responses to reports of fly-tips in the area. He thanked the Clerk for organising the removal of a fly-tip at Nursery Lane.

The fly-tip that was reported at Kynnersley Drive has not been removed and Telford & Wrekin Council have confirmed that this is the responsibility of the land owner. Cllr A Baker asked the Ward Member if he would kindly support the Parish Council in securing support on this issue from Telford & Wrekin Council, Cllr A Baker will forward the information he received on this fly-tip to Cllr A Eade.

Meeting closed 20:47

Draft until signed

Date: Signed: