

Bedstone and Bucknell Parish Council

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Minutes of the Parish Council Meeting held on Tuesday 4th October 2016 in Bucknell Memorial Hall at 7.30pm.

PRESENT

Cllr J Kemp (Chairman), Cllr W Davies, Cllr D Cullimore, Cllr B Sharpe. Cllr F Hughes, Cllr C Savery, Cllr I Owen (Vice Chairman)(late arrival).

Shropshire Councillor N Hartin.

1 member of the public.

Mrs N Adams (Parish Clerk)

1 OPEN DISCUSSION

Mrs Cullimore asked about the problems with the street lights. Clerk explained that the street light contractor seemed to have a policy of non-communication and was not answering emails/phone messages. Councillor Hartin confirmed this. Chairman to write to the Chief Executive of Shropshire Council, who also used Ringway for their street light repairs highlighting the poor performance.

The Chairman then closed the Open Meeting.

2 APOLOGIES FOR ABSENCE

None.

3 DECLARATIONS OF INTEREST

As and when required.

4 TO ACCEPT THE MINUTES OF THE PARISH COUNCIL MEETING HELD 6.9.16

Agreed unanimously and signed by the Chairman as a true and accurate record.

5 TO RECEIVE REPORTS FROM:

(a) Shropshire Councillor N Hartin. The proposal to cap Town and Parish Councils' Precept increases at 2% had now been limited to very large town councils, only one of which was in Shropshire. Smaller Parish Councils might therefore exceed 2% if they accepted responsibility for providing additional services. A meeting was scheduled for Thursday to discuss provision of broadband, there were "not spots" in more rural areas which would never get decent broadband provision. A commercial provider may be able to supply broadband as a private arrangement.

(b) South West Shropshire LJC 'Summit' meeting on 21.9.16. The Chairman reported that this meeting was mainly to discuss the provision of services, with particular reference to SpArC in Bishops Castle, which had limited impact on this parish. Also discussed was what other services Shropshire Council might want Parish Councils to take on. Mr Savery said there could also be implications re: insurance. Mr Hartin said that more information would be forthcoming in due course; officers were being pressured by the Council Leader to report figures soon. Mr Hartin would consider calling a meeting with the Clun Forest Parish Councils to consider these

issues.

(c) Parish Plan Review Group. Cllr Cullimore had circulated copies of the draft to all Parish Councillors. This was discussed at length. It was proposed to hold a public meeting in November to discuss and finalise the review. Cllr Hartin offered to deliver notifications of the meeting door-to-door. Chairman to put a notice in the newsletter, website and notice boards.

(d) Daffodil Lane Development Steering Group. Not report available.

6 ROADS/STREETSCENE:

(a) (i) "Road Narrows" in Weston Road. Clerk had emailed Glyn Shaw. **(ii)** Cllr Owen had notified the Clerk that the old section included when the Lingen bridge was renewed a few years ago was overgrown. Clerk had reported this to Highways. **(iii)** Cllr Davies said there was a large pothole 40yds down Oil Mill Lane. Clerk to report this. **(iv)** Cllr Hartin to chase up the repair of the pot holes north of the level crossing.

(b) Street lamp failures. Confirming previous discussion, there were now 5 light out in the village: Old Post Office, Dog Kennel Lane eastern end, Upper House Farm, Causeway (all Parish owned); and Chestnut Meadow (Shropshire owned).

(c) Pathways issues. Grasscutting plan has been received from Highways. There was no plan for Bedstone; no grasscutting was done but Shropshire Council did own some of the grass areas, for instance where the notice board was sited.

(d) Open spaces. (i) Dog waste bags. Chairman had a bill for 1,000 bags, which were now at the garage. The Chairman had put a notice in the newsletter. Cllr Hartin would provide more notices. **(ii) Railway hedge.** Clerk to pursue this with Network Rail. **(iii) RoSPA report on school garden play area.** Bird fouling - Ray Davies to be asked to clean this off, also to take a look at the slide tower where there was a panel missing which needed to be replaced.

7 ST MARY'S CLOSED CHURCHYARD

(a) Meeting with Hereford Diocesan Advisory Committee. Chairman was liaising with Ian Hay-Campbell to arrange the meeting. Cllr Faulkner to be informed.

(b) Further quotation for work on churchyard steps. Cllr Savery had contacted two contractors, neither of whom was interested in the work. Cllr Faulkner was also to obtain a quotation.

8 PLANNING

There were no applications for discussion, nor any decisions to be reported by planning authority.

9 PARISH COUNCIL MANAGEMENT

(a) Implementing the *Transparency Code for Smaller Authorities*. **Assets Register** now on the website; a number of small issues remained to be tidied up by the Clerk, eg ownership/registration of common land. Chairman tabled copies of the **Code of Conduct** which was discussed, after which the Chairman proposed that this be accepted, seconded by Cllr Davies and agreed unanimously on a show of hands. The Chairman also handed out copies of

the **Risk Assessment and Management Plan** which would be discussed at the next meeting.

- (b) **Financial Regulations.** To be reissued soon by the Clerk.
- (c) **Internal Financial Audit.** Clerk and Cllr Savery to meet out of committee.
- (d) **Management of Bank accounts.** Clerk reported that these were now satisfactory. *Item now closed.*
- (e) **Clerk's Terms & Conditions of Employment including salary rate and payment progress.** Nearing completion. Chairman to finalise issues with the Clerk asap.
- (f) **New Councillor.** Clerk to provide Cllr Cullimore with required and Declaration of Interests documentation.

10 COUNCIL FINANCE:

(a) Account balances were reported as:

Community (current) account		£12,049.01
Business Premium account		£10,959.01
of which:		
Parish Plan account	£1,006.34	
Parish Council account	£9,952.67.	

(b) It was agreed to pay the following:

npower (pec account to date)		£242.74
		(includes £12.14 VAT)
Mazars (audit fee)		£120.00
		(includes £20.00 VAT)
Mrs N Adams (salary September))	£251.54
HMRC (PAYE September))	£62.80
Shropshire RCC (Parish Plan expenses)		£938.52
		(includes £156.42 VAT)
Ray Davies (grasscutting etc)		£360.00
J Kemp (refund for dog waste bags)		18.90.

(c) Incoming:

Open Reach Wayleave	£149.83
Parish Newsletter (refund of startup loan)	£200.00.

(d) Forward budget plan.

Cllr Savery and the Clerk to meet to discuss this out of committee.

(e) External Auditor's report.

Mazars commented as follows: "Except for the matters reported below, on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

"The Accounts and Audit (England) Regulations 2015 require the Council to prepare and approve an Annual Governance Statement. For 2015/16 the statutory deadline was 30 June. The Council

has not met this requirement, approving the statement on 5 July. In future the Council needs to put arrangements in place to ensure that it can discharge its responsibilities in line with the statutory timetable."

Clerk to arrange for elements of the Annual Return and the Notice of Conclusion of Audit to be added to the website.

11 CORRESPONDENCE

"Spotlight" leaflets for October. Distributed to those present.

Report from John Warner on Bucknell Newsletter. The newsletter was thriving (the Parish Council loan had been repaid) and was very popular. Articles for publication were welcome, particularly by the deadlines, and advertisers were keen to contribute.

12 ANY OTHER BUSINESS

Phone box in Bedstone. Cllr Savery said there were indications that the phone box was about to be removed by BT. He would investigate further as action needed to be taken before the next meeting appealing against the suggestion. Chair to write the appeal.

Possible breach of planning permission. A parishioner had contacted Cllr Hughes regarding a possible unauthorised business. After discussion it was thought this was just a case of home improvement. Concern about the size of the hedge had also been expressed but this was considered not to constitute either a danger or a nuisance.

Charity event. Cllr Owen said that a meal was scheduled for 7th October at Leintwardine village hall to raise money for the CFRs and the fire service.

Tree to commemorate HM the Queen's 90th birthday. It was not known whether this was in place. To be covered at the next meeting under the Daffodil Lane item.

Crayfish. Cllr Davies confirmed that a disease imported via American Crayfish, was killing the native crayfish. Chair confirmed that he had put notices on the notice boards and arranged for information to go on the website.

Meadows Medical Practice in Knighton would close at Christmas. Chair had arranged for a notice to go on the website.

13 DATE AND VENUE FOR NEXT MEETING

The next meeting will be held on Tuesday 1st November 2016 in Bedstone & Hopton Castle village hall at 7.30pm. Cllr Owen offered his apologies.

The next four Parish Council meetings will be held at Bedstone. Cllr Savery to book the hall.

There being no further business the meeting closed at 9.26pm.

5.10.16