

CHESWARDINE

PARISH COUNCIL

Attendance

Chairman: Cllr Thomson

Councillors: Cllr Stallard, Cllr Bentley, Cllr Faulkner, Cllr Hislop, Cllr Millard, Cllr Partridge, Cllr Stanton, Cllr Taylor

Clerk: Mr Wayne Salisbury

Other: Cllr Gittins – Shropshire Council

Public: None

Apologies: None

Minutes of the Monthly Meeting of Cheswardine Parish Council held at the Parish Hall on Tuesday 18th July 2023

Meeting started at 7:30 pm.

1. Welcome

The chair welcomed all in attendance to the meeting.

The chair updated members that he had recently attended the Parish Council chairs meeting which is an informal networking meeting to see what issues Parish Councils have. The theft of defibrillators in another parish was raised at the meeting. The next meeting is on the 13th of September, at which the chair is away so it was agreed that the vice-chair will attend remotely via zoom (link to be forwarded).

The chair also informed members that they had attended the North Shropshire Area Committee meeting where there was a talk on the Shropshire place plan which is due to be adopted after a period of consultation. The next meeting is on the 18th of September and again the chair will not be available to attend so another member will need to represent the Parish Council at the meeting at Wem library.

2. To receive apologies for absence

No apologies were received.

3. Declarations of Interest

Cllr Stanton declared an interest in items 19a and 19b due to their association with North Salop Wheelers who is a payee on the schedule of payments.

4. Minutes of the previous meeting

RESOLVED: that the minutes of the meeting held on 20th June 2023 be approved as a correct record and signed by the Chair.

5. Public Participation.

No public was in attendance at the meeting.

6. Shropshire Unitary Councillor's report

Cllr Gittins reported that there had recently been a full meeting of the Council but that there was nothing to report back at this time.

7. Housekeeping – To receive updates on.

a) Allotments

Cllr Millard informed members that Peter Weatherhill, the treasurer and former chair of the allotment society had recently sadly passed away.

b) PC's Facebook page.

Nothing to update under this item.

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c) Defibrillators

Cllr Bentley informed members that the list he has of things to be completed on the defibrillators will be done over the summer. A reminder was given for routine checks to be completed.

d) Strategic Objectives Plan

Cllr Faulkner updated members that they had recently attended a carbon literacy course which had highlighted the need for the Council to have a climate change plan. Cllr Faulkner urged members to check the <https://saveourshropshire.org> website. Cllr Faulkner informed that he would prepare a document for Council to consider at the next meeting. Cllr Faulkner also raised that he believed that the Council was due funds from the Community Infrastructure Levy and that this should be looked into.

e) CCTV

Cllr Stanton raised that the CCTV is owned by Parish Council but insured by the Parish Hall and queried if that was appropriate. It was also raised that it may be insured by both the Parish Council and the Parish Hall. The Clerk will clarify and confirm the insurance details for the CCTV.

f) Street Lighting

Nothing to report.

g) Policies in development

The chair noted that the new social media policy was to follow in a later item.

8. Reports from Parish Council Representatives – To receive reports from.

a) Cheswardine School

Cllr Bentley shared a written report with members.

Cllr Bentley confirmed that the school are happy to be involved in the survey on play equipment that is waiting to be conducted.

b) Parish Hall report

Cllr Stanton advised that the kitchen refurb is underway and is expected to be completed by 26th July. Activities will then continue as normal.

c) Bus service

Cllr Stanton provided the report with members and noted that there have been 6 passengers in the last 2 weeks and that there is a rolling 12-15 passengers who are using the service. This includes 2 regular passengers in Soudley using the bus.

9. D-Day Celebrations

Cllr Hislop suggested the following programme of events.

- 11 am - An assembly at Cheswardine Primary School with the poem etc.
- 6 pm Church service with appropriate poems and people's stories. A collection at the end of the service for 4 nominated charities
- 7.30 to 9.30 pm at the Parish Hall for food and the parish hall bar open. Tea and coffee available. A collection for the above charities and an appropriate display from the History group.
- 9.15 pm the beacon is lit, and the International Tribute is read by the Chair of the Parish Council.

Cllr Hislop stated that the plans were funding dependant. Cllr Stanton confirmed that they would liaise with the Parish Hall. Cllr Hislop will continue to discuss the plans with other parties and will report back to Council at the September meeting.

RESOLVED: An amount of £500 from the 2023/24 budget is approved to be spent on D-Day celebration plans.

10. Playing Field, Playground and Car Park

Cllr Millard raised that the recently received ROSPA report does not make good reading and highlighted the work that needs to be done and that the Council may need to decide if some items have run their course.

Some items can be repaired, and Cllr Millard will investigate low-cost fixes where appropriate.

Cllr Stallard suggested that we seek quotes to repair any items identified as high risk.

Cllr Millard confirmed that they sourced quotes 3 months ago.

Cllr Faulkner stated that 4 months ago the Council intended to seek National Lottery funding, but the Council needs to survey children on what they want to support the funding application.

Cllr Bentley clarified what is needing to be asked of the children so that they can be appropriately surveyed.

Cllr Millard stated that the litter bins are in a poor state with dog waste as well as filled with rainwater.

Cllr Taylor suggested that we install 2 additional dog waste bins on the playing field for the dog warden to empty.

The clerk will make further enquiries so this can be considered at a future meeting.

The clerk advised that they have queried the warranty terms of the playground item needing repair with sovereign playgrounds and are waiting for a response.

11. Highways/Environmental Health matters

Cllr Partridge informed members that the red barns mirror had been hit and moved and needs adjusting.

12. Clerks Report

The clerk's report was received by members.

13. To receive the Internal Audit Report for the year ending 31st March 2023

RESOLVED: The internal audit report for the year ending 31st March 2023 is received by Council.

Cllr Taylor confirmed that previous minutes did not reflect that the budget analysis (including the cost centre report) was routinely shared every month with all members.

14. To review and adopt a social media policy

RESOLVED: The social media policy is adopted with the following amendments.

- To be reviewed every 12 months.
- Point 8h to include all 9 protected characteristics.

15. Planning (Town and Country Planning Act 1990. Sched 1, para 8)

a) Applications

Reference	23/02781/VAR
Application Validated	Wed 28 Jun 2023
Address	Land Adj The Smithy Moss Lane Chipnall Cheswardine Shropshire
Proposal	Variation of Conditions 2 (Approved Plans) 4 (Access, Parking and Turning) and 6 (Access) attached to Application Reference Number: 16/01228/FUL Date of Decision: 30/11/2016

It was agreed that 'Cheswardine Parish Council has no comment to make' would be submitted.

b) Decisions

As detailed in the clerk's report received under item 12.

16. PCC Survey

Responses were agreed upon by members which the clerk will submit.

17. Street lighting repair

RESOLVED: To accept the quote for £354.92 to repair column 26, Haywood Lane.

Members queried if this repair should have been covered under warranty. Clerk to contact Eon to clarify.

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18. To receive and note bank reconciliation and budget analysis

The bank reconciliation and budget review documents were shared with members and checked and signed by the chair.

19. Authorisation of payments

a) To consider approval of payments for July 2023.

RESOLVED: The schedule of payments for July 2023 correctly states the invoices presented and that £1590.39 is approved to be paid. (As detailed on page 669)

b) To consider approval of the frequent payment list.

RESOLVED: The frequent payment list is approved to be routinely paid by the Clerk. (As detailed on page 669)

20. Items for September Agenda

- D-Day Celebrations
- Policy Reviews

21. Exclusion of all persons other than Cheswardine Parish Council members and staff

No other attendees were present, so the motion was not moved. (Unitary Councillor Gittins had already left the meeting)

22. To consider submitting a nomination for the King's Honors

RESOLVED: To submit nominations for the 2 individuals identified within the meeting. Cllr Faulkner will progress this further and will report back at the next meeting.

Meeting concluded at 9:32 pm.

Chairman..... Date.....

These minutes were approved as a true record at the meeting held on 19th September 2023.

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Cheswardine Parish Council Schedule of Payments 18th July 2023

Date of Debit or Cheque Raised	Recipient	Purpose	£	£	Cheque No	Power of expenditure	Scribe
21/07/2023	Plusnet	Broadband	22.80		Direct Debit	LGA 1972 S 111	Yes
18/07/2023	PG Skips	Rubbish Removal	28.15		101470	Litter Act 1983 ss.5	Yes
18/07/2023	Groundforce	Grounds Maintenance	174.83		101471	Open Spaces Act 1906 ss9 & 10	Yes
18/07/2023	JDH Business Services LTD	Internal Audit Fee	330.00		101472	LGA 1972 S 111	Yes
18/07/2023	Play Safety LTD	Play Area Annual Inspection	230.40		101473	Open Spaces Act 1906 ss9 & 10	Yes
18/07/2023	N Salop Wheelers	Bus service payment	37.50		101474	LG Rating Act 1997 s26-29	Yes
18/07/2023	Drayton Works	Printing of walk leaflets	288.00		101475	Tourism - LGA 1972 S144	Yes
18/07/2023	W Salisbury	Mileage (16th May 38 miles x 0.45)	17.10	23.10	101476	LGA 1972 S 111	Yes
18/07/2023	W Salisbury	Giff Gaff Phone Monthly Payment	6.00		101476	LGA 1972 S 112	Yes
18/07/2023	W Salisbury	Clerk Salary	393.01		101477	LGA 1972 S 112	Yes
18/07/2023	HMRC	Tax & Contributions on Clerks salary	62.60		101478	LGA 1972 S 112	Yes
Total			1590.39				

Cheswardine Parish Council Approved Frequent Payment List

Transaction	Frequency	Payee	Amount
Salary Payment	Monthly	Clerk	Variable up to £500
PAYE/NI	Monthly	HMRC	Variable up to £100
Giff Gaff Phone Monthly Payment	Monthly	Clerk	£6.00
Parish Hall Broadband	Monthly	Plusnet	Variable up to £30
Rubbish Removal	Monthly	PG Skips	Variable up to £30
Grounds Maintenance	Monthly	Groundforce	Variable up to £200
Bus Service	Monthly	North Salop Wheelers	Variable up to £40