

# CHESWARDINE PARISH COUNCIL

Clerk: Wayne Salisbury

[www.cheswardineparishcouncil.org.uk](http://www.cheswardineparishcouncil.org.uk)

9th May 2023

Dear Councillor:

You are hereby summoned to attend the **Annual Meeting of the Cheswardine Parish Council** to be held on **Tuesday 16<sup>th</sup> May 2023 at the Parish Hall** which will commence at **7.30 pm** in order to conduct the following business listed on the agenda below. Signed Wayne Salisbury (Clerk)

- 1 Election of the Chairperson** (Acceptance of Office form to be completed)
- 2 Election of the Vice Chairperson** (Acceptance of Office form to be completed)
- 3 Election of other Officers & Representatives:**
  - a) Representative on Local Joint Committee
  - b) NSAC/SALC Representative
  - c) Helicopter Liaison Group
  - d) Parish Hall BOM
  - e) Appointments of Data Compliance Officer – Data Controller to the Parish Council
- 4 Co-option of Councillors** – confirm ability to co-opt for vacant seats
- 5 Delegation of powers to the Clerk**
  - a) Confirm Clerk in the position of RFO
  - b) To transfer monies between bank accounts
  - c) To issue dispensations in relation to Disclosable Pecuniary Interests
  - d) To give permission to groups requesting to use the playing fields for organised activities
- 6 Chairman's welcome, announcements, apologies & public participation**
- 7 To receive Declarations of Disclosable Pecuniary (or any other) Interests or Dispensation Requests in accordance with the Code of Conduct (LGA 1972 s94)**
- 8 Approvals**
  - a) Minutes of the Parish Council Meeting held on 18<sup>th</sup> April 2023
  - b) Minutes of the Annual Community Meeting 25<sup>th</sup> April 2023,
  - c) Chairmans Annual Review, and Volunteer Groups review from Annual Community meeting
- 9 Matters arising/action taken** from the Minutes not otherwise included on the agenda.
- 10 Shropshire Unitary Councillor's report** – To receive a report on any matters of interest relating to the parish
- 11 Housekeeping**
  - a) Administration/Hand over review following Clerks Appointment
  - b) Allotments
  - c) PC's Facebook page.
  - d) Defibrillators
    - i. access codes/key locations
    - ii. "Circuit" standardisation
  - e) Strategic Objectives Plan – any updates
  - f) CCTV
  - g) Policies in development
    - i. Social media
    - ii. Defibrillators
    - iii. Staff Policy
    - iv. Co-option policy
    - v. Playground Inspection Schedule
  - i. Solar Panels on Hall
- 12 Parish Matters**
  - a) Written Reports from PC representatives
    - i. Cheswardine School
    - ii. Parish Hall report
    - iii. Bus service
  - b) Street lighting
  - c) Playground and other equipment
  - d) Grounds and car park maintenance
    - i. Bins on Playing Fields
  - e) High Street phone box as Cheswardine cultural museum space
  - i. Inspections
  - ii. Playground needs Survey at school

Next Meeting date 16<sup>th</sup> May 2023

## CHESWARDINE PARISH COUNCIL

### 13 Highways/Environmental Health matters

- a) Highways including road closures  
A53 from Gingerbread Man Roundabout to Betton Road  
3rd July 2023 - overnight only - 5th July 2023

- b) A41 Safety campaign – update

### 14 Correspondence

To confirm receipt of correspondence circulated by email, and to consider any required responses.

### 15 Finance

- a) To consider received grant applications **DECISION REQUIRED**
  - i. NS Wheelers £300
  - ii. 150 Coronation Pin badges – grant to Hall as invoice paid
- b) To consider quotes for Insurance Renewal - (Gallaghers/BHIB review Cllr Stanton) **DECISION REQUIRED**
- c) To consider the renewal of the council's membership to SALC **DECISION REQUIRED**
- d) Cash book, bank reconciliation and budget analysis for information
- e) Authorisation of payments – To consider approval of payments (payment schedule to follow from clerk) **DECISION REQUIRED**
- f) £200 training support payments Ellesmere/Hinstock/Whitchurch/Norton in Hales PCs

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

- a) Applications  
Reference: 23/01658/FUL (validated: 17/04/2023)  
Address: 20 Copelea, Cheswardine, Market Drayton, Shropshire, TF9 2RX  
Proposal: Proposed conversion of existing single storey side annex to additional living space.  
Applicant: Mr Andrew Cain  
View online at: <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RT7ZFFTDGAJ00>
- b) Applications  
Reference: 23/01569/FUL (validated: 28/04/2023)  
Address: Cheswardine Hall Residential Home Chipnall Cheswardine Market Drayton Shropshire TF9 2RJ  
Proposal: Installation of ground mounted solar panels  
Applicant: Cheswardine Hall Residential Home  
View online at: <https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RSYQF3TDG5H00>
- c) Decisions  
Reference: 23/01156/DIS (Validated 17/03/23)  
Address: The Villas Chipnall Cheswardine Shropshire  
Proposal: Discharge of Condition 5 (Access drive surfacing) relating to Planning Permission 22/O5236/FUL  
Status: **Granted** Decision Issued Date: 18/04/23

### 17 Items for June's Agenda

- a) D.Day event 6/6/24

### 18 Exclusion of all persons other than Cheswardine Parish Council members and staff

That in accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involves the likely disclosure of sensitive/confidential information.

- a) Planning Enforcement matters
- b) Personnel committee matters