

Attendance

Chairman: Cllr Thomson

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

Clerk: Mr Wayne Salisbury

Other: Cllr Rob Gittins – Shropshire Council

Public: None

Apologies: Cllr Stanton

**Minutes of the Monthly Meeting of Cheswardine Parish Council held at the
Parish Hall on Tuesday 19th March 2024**

Meeting started at 7:30 p.m.

1. Welcome

The chair welcomed everyone to the meeting. The chair updated members that they had recently attended the chair's network meeting and that the main issue discussed was concerns over cuts to services at Shropshire Council which could impact town and parish councils.

The chair advised that they will be attending the next NSAC meeting on the 25th March and will report back to the Council.

The chair updated members that their nomination to attend the Buckingham Palace Garden Party in May had been successful and that they are looking forward to representing the council.

2. To receive apologies for absence

Apologies were received from Cllr Stanton.

3. Declarations of Interest

No interests were declared.

4. Minutes of the previous meeting

RESOLVED: that the minutes of the meeting held on 20th February 2024 be approved as a correct record and signed by the Chair.

5. Public Participation.

No members of the public were in attendance.

6. Shropshire Unitary Councillor's report

Cllr Gittins shared with members that Shropshire Council are looking at ways to achieve the required savings of £62M and there has been some media attention regarding closures of waste recycling centres. Cllr Gittins reiterated that no sites have been identified and no decisions have been made. Decisions will only be made after extensive research and consultation. Cllr Gittins also stated that they believe that any closure of waste recycling centres could lead to an increase in fly tipping which could lead to further costs.

Cllr Gittins updated members of the work being completed at the Wharf Caravan Park to deal with the flooding issues.

Cllr Taylor queried where the cuts could be made to which Cllr Gittins suggested social care and housing.

Cllr Stallard enquired if residents are being housed in hotels. Cllr Gittins confirmed that this was correct, but that Shropshire Council is trying to move these individuals to other temporary accommodation.

Cllr Stallard asked about the potential for Shropshire Council to go bankrupt, Cllr Gittins advised that there is no appetite for a section 114 notice.

Cllr Bentley raised concerns of cuts to child services and the issues that could create.

Cllr Stallard asked if services could be combined with neighbouring local authorities to make savings. Cllr Gittins confirmed that resources are shared when possible.

Cllr Millard inquired about the plans with potholes as they are highlighted but then not repaired. Cllr Gittins confirmed that temporary fixes are made at times due to the time it takes for a permanent fix to be completed. Cllr Gittins stated that pothole numbers have come down in the last 3 years from 12000 to approximately 4500.

Cllr Taylor raised issues with water shedding from private land onto roads and the impact that can have.

The chair asked Cllr Gittins about the consultation process to any proposed cuts and how it will be managed. Cllr Gittins advised that Parish Councils will be able to prepare and be involved.

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

a) Cheswardine School

Cllr Bentley shared their report with members ahead of the meeting which stated.

- *“An academy conversion date of 1st May 2024 has been agreed by all invested parties which will allow 6 weeks for the legal teams to get the final contracts signed. All negotiations between the Diocese of Lichfield and the Collective Vision Trust have been completed.*
- *The Government have released the new funding formulas for all schools which includes an increase of funding for 2–4-year-old nursery children to fulfil a promise made by the chancellor to extend the offer of "wrap around" care. Shropshire County Council will also continue offer additional funding to our nursery provision because of the rural location of our schools.*
- *The funding formula for mainstream school has seen a national average income gain of 3.6%. However, this is geographically dependant so in real terms, Shropshire schools are only receiving 1.4% gain which will put all schools in considerable financial pressure moving forward. There is also pressure from central government to move some school services away from county councils and instead to source these services from private sector providers.*
- *I attended a full governing board meeting at Cheswardine School on Thursday 14th March.”*

Cllr Bentley added that a successful ‘community clear up day’ recently took place, which helped to tidy up the outside areas of the school.

b) Parish Hall

Cllr Stanton had shared a report with members before the meeting which stated that the next board meeting is on the 27th March and that Barley’s continues twice weekly and is a great success and that the new hall booking number has been published on the noticeboard.

c) Bus service

Cllr Stanton shared a report with members before the meeting updating on recent bus usage with a current average of 6 passengers per service.

The chair advised members that they will be attending the North Salop Wheelers AGM on 25th March on behalf of Cllr Stanton.

8. Playing Field, Playground and Car Park

To receive any updates, discuss any matters relating to and make any required decisions.

Cllr Partridge updated that the contractor could not cut the inside of the hedge due to it being too wet.

Cllr Millard confirmed that the hole in the hedge on Hell Lane had been filled but another one had opened. Cllr Stallard queried if the hole in the hedge is leading to private land and that it will be the landowner who is required to make any repairs and not the parish council.

Cllr Millard stated that the odd-job contractor is happy to complete any work required on Hell Lane. Cllr Taylor raised that the appointed playing field contractor completes maintenance on Hell Lane twice per year.

9. Playground Project

The quotes received from two playground equipment providers were shared with members and considered. It was noted that one of the quotes was dated November 2023. The clerk confirmed that this quote was received on the 14th March and believes that it was just a date error and that the information quoted is correct.

RESOLVED: To progress with a funding application using the equipment as quoted in ‘Wicksteed Quote 1’ as the basis of requirements.

RESOLVED: That Cllr Faulkner is delegated to complete and submit the funding application on behalf of the Council.

It was agreed that the clerk would confirm with the supplier if the discount quoted would be honoured once we hear if the funding application is successful.

10. Highways/Environmental Health matters

Cllr Bentley raised issues relating to tractors with trailers tearing up and damaging the verges. The chair advised that this can be reported on Fix My Street.

11. Clerks Report

The clerk's report was received by members which detailed updates on playground equipment quotes, progress on further collections of new dog waste bins and the upcoming end-of-year process. It was reported that correspondence had been received of a faulty bridge and that the clerk would seek clarification on the exact location.

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

a) Planning applications to be considered at this meeting.

Reference	24/00888/FUL
Address	Land Opposite The Cheswardine Allotments Off Marsh Lane Cheswardine Shropshire
Proposal	Erection of 1 stable, tack room and hay store, double field shelter together with change of use of land from agricultural to equestrian use, formation of parking area and alterations to existing field access.
Deadline for Comments	29th March 2024
https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S9ONIJTDG4Y00	

RESOLVED: To submit that ‘Cheswardine Parish Council has no comments to make on this application.’

b) To consider any planning applications which have been received since the publication of this agenda.

No further applications were received.

13. Authorisation of payments

RESOLVED: The schedule of payments for March 2024 correctly states the invoices presented and that £664.93 is approved to be paid. £231.72 has been paid under 5.5B and £9.00 has been paid under 5.5A (as detailed on page 712)

14. Waste Collection Provision

RESOLVED: To continue with services from P.G Skips for waste collection and to accept the 6% price increase effective from 1st April 2024.

15. Annual Parish Meeting

Cllr Hislop updated members on the plans for the meeting. Cllr Stallard asked if the Fix My Street platform could be promoted at the meeting with an explanation of how it works. The chair advised that they would prepare the required formal agenda.

16. Odd Jobs Maintenance

RESOLVED: To continue to use the services of Mr Glover for any ad-hoc work at his quoted rate of £12 ph.

It was noted that Mr Glover had provided evidence of his public liability cover.

The chair advised that for any urgent work that is needed, can be authorised before the work is completed by himself in conjunction with the clerk.

Any quotes for non-urgent work will need to come before the council for members to consider.

17. CCTV

The chair advised members that this item was deferred from the last meeting and that members have now had the opportunity to complete any further research.

Cllr Stallard raised that the CCTV cameras are primarily focussed on the parish hall and queried if it should be under their remit.

Cllr Taylor stated that they understood the clerk's concerns and that they have investigated the history of the CCTV system installed in the parish hall along with what past requests have been received. Cllr Taylor confirmed that they could raise any potential changes to the arrangement of how the system is managed with the parish hall BOM.

Cllr Faulkner stated that the only permanent position out of the two bodies is the parish council clerk and that they can only be one data controller who screens who has access to the CCTV data. Cllr Faulkner stated that the police can come with their own authority which overrides the data controller. Cllr Faulkner confirmed that they have verified this information with the ICO.

Cllr Bentley shared their knowledge of the data controller from their experience of installing domestic and commercial CCTV systems.

Cllr Partridge asked if the clerk can be stated as the data controller but not have responsibility of it.

Cllr Taylor clarified that the parish council is the custodian trustee of the parish hall.

It was agreed that the clerk will write to the ICO so that written confirmation can be obtained on our position and the appropriate way in which the system should be administered.

It was also agreed that checks will be made as to what are the required levels of signage needed to inform that CCTV is in use.

18. Council Policies

- a) To consider the adoption of an equal opportunities policy
- b) To review the Council's publication scheme.
- c) To review the Council's retention of documents policy.

RESOLVED: To adopt the presented equal opportunities policy and to approve the review of the publication scheme and the retention of documents policy.

19. Annual Meeting of the Council

RESOLVED: That the meeting scheduled for Tuesday 21st May will now take place on Wednesday 22nd May.

20. Exclusion of Press and Public

The motion was not moved as no members of the public were in attendance.

21. Clerks Salary

RESOLVED: That the clerk's contractual salary increase from SCP22 to SCP23 effective from 1st April 2024 is approved.

Meeting concluded at 9:19 pm.

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

CHESWARDINE PARISH COUNCIL

Cheswardine Parish Council Schedule of Payments

19th March 2024

	Date of Debit or Cheque Raised	Recipient	Purpose	£	£	Cheque No	Power of expenditure	Scribe
1	20/03/2024	HMRC	Tax & Contributions on Clerks salary - March	68.60		Bank Transfer	LGA 1972 S 112	Yes
2	20/03/2024	W Salisbury	Clerk Salary - March	417.34	549.83	Bank Transfer	LGA 1972 S 112	Yes
3	20/03/2024	W Salisbury	Giff Gaff - Phone Monthly Payment - March	6.00			LGA 1972 S 111	Yes
4	20/03/2024	W Salisbury	Mileage (20th Feb 38 miles x 0.45 / 13th Mar 38 miles x 0.45)	34.20			LGA 1972 S 112	Yes
5	20/03/2024	W Salisbury	Postage Stamps	6.00			LGA 1972 S 111	Yes
6	20/03/2024	W Salisbury	HP INK - Printing (November to March)	11.99			LGA 1972 S 111	Yes
7	20/03/2024	W Salisbury	Clerk Homeworking Expenses (27/04/23 - 31/03/24)	74.30			LGA 1972 S 112	Yes
8	20/03/2024	N Salop Wheelers	Bus Service Payment (up to 14/03/24)	46.50		Bank Transfer	LG Rating Act 1997 s26-29	Yes
Total				664.93				

Payments made as resolved under the approved payments list 5.5b								Scribe
9	28/02/2024	BT	Parish Hall Broadband - January 2024	28.74		Bank Transfer	LGA 1972 S 133	Yes
10	01/03/2024	PG SKIPS	Rubbish Removal - Skip Emptied 2/2/24	28.15		Bank Transfer	Litter Act 1983 ss.5	Yes
11	28/02/2024	Groundforce	Grounds Maintenance Playing Field - January	174.83		Bank Transfer	Open Spaces Act 1906 ss9 & 10	Yes
Total				231.72				

Payments made under Financial Regulations 5.5a to avoid late payment								
	Date of Debit or Cheque Raised	Recipient	Purpose	£	£	Cheque No / Payment Method	Power of expenditure	Scribe
12	22/02/2024	HSBC	Bank Charges - To 31/01/24	9.00		Bank Charge	LGA 1972 S 111	Yes
Total				9.00				

Invoices checked and verified at the meeting held on 19th March 2024

Cllr - Proposer - Sign & Date

Cllr - Secunder - Sign & Date

DEPOSITS RECEIVED		
February	2024	
Date	Total	From
01.02.2024	£57.03	HSBC - Interest
23.02.2024	£284.20	HMRC - VAT Reclaim