

Acting Chairman: Cllr. A Thomson
Councillors: Cllr. D Faulkner; Cllr. T Millard.
Cllr. N Bentley; Cllr. N Partridge
Clerk: (Stand in) Cllr. N Stallard

Minutes of the Ordinary Meeting of Cheswardine Parish Council held at the Parish Hall on Tuesday 18th April 2023

1 Chairman's welcome, announcements, apologies & public participation **649**
Apologies were received from Cllrs. Taylor, Stanton, Hislop, and Unitary Cllr. R. Gittins.

2 To receive Declarations of Disclosable Pecuniary (or any other) Interests or Dispensation Requests in accordance with the Code of Conduct Members are reminded to declare any gifts and/or hospitality. (LGA 1972 s94)
No declarations or requests for dispensations were received.

3 Approval of the Minutes: To approve/sign the Minutes of the Meeting held 21 Mar 2023 (Local Government Act 1972, s12 p41(1)) Councillors confirmed that they have received and read the Minutes of the Last Meeting.
Cllr. Bentley proposed that they be a true and accurate record of the meeting, seconded by Cllr. Partridge, and all agreed. The Chairman duly signed the minutes.

Approval of the minutes of the extraordinary meeting held on 4th April 2023, Cllr. Faulkner proposed that they be a true and accurate record of the meeting, seconded by Cllr. Millard, and all agreed.

4 Matters arising/action taken from the Minutes not otherwise included on the agenda
No matters were raised.

5 Unitary Councillor's report – No report.

6 Housekeeping

- a. **Recruitment of the new Clerk – To be handled in 13(b)**
- b. **Allotments** (sections 23, 26, and 42 of the Small Holdings and Allotments Act of 1908)

No report.

c. **Social Media –**

PCs Facebook page

- I. An update for The Annual Parish Meeting has been advertised.

d. **Defibrillators**

- I. **Access codes and Key locations:**
Locations for the code envelope dissemination have been selected; they will be positioned at the church, the Parish Hall (Barley's and the Shop), and other establishments (Red Lion, Fox & Hounds, and The Wharf).
- II. The custodian for the Defib at the Red Lion has now been resolved.
- III. **Circuit Standardisation:**

Codes and envelope locations to be added to the Defib Policy

e. **Strategic Objectives Plan** – update/review

- I. **Solar Panels** – Cllr. Partridge is actively pursuing all available options.

f. **CCTV** – Cllr. Stallard now has a set of keys for the process.

g. **Annual Community Event**

Social media platforms such as Ches Chat and the PC Facebook page have been utilised for publicity has a sizable number of interested parties already committed to the event.

h. **Policies in Development.**

- I. **Social Media** – Ongoing

- II. **Defibrillators** – Location codes need to be added
- III. **Staff Policy**
 - Contract of Employment – Complete – Awaiting approval.
 - Job description – Complete – Complete – Awaiting approval
 - Appraisal Process – Ongoing
- IV. **Co-Option Policy** – Complete – Awaiting approval.
- V. **Playground inspection schedule** – Planned for June.

7 Parish Matters

- a. To acknowledge & receive written reports from Reps:
 - I. **Cheswardine School:**
 Cllr. Bentley reported that he attended a curriculum standards meeting on Tuesday, April 18th, and that there have been no updates from the DoFE in regard to a matter that was raised at the March CPC in reference to Cheswardine Primary School.
 Cllr. Bentley reported that Ofsted completed a full inspection at Hinstock Primary on the 28th and 29th of March. Cllr. Bentley attended the Governors meeting with the lead inspector on day 1 as well as the feedback session at the end of day 2. As with all inspections, the outcome of this inspection remains confidential until the report is fully published. It is worth noting that both Hinstock and Cheswardine had their last full inspections during spring 2017, so there is a possibility that Cheswardine could also receive the call imminently; the staff and governors are prepared for this.
 - II. **Parish Hall** – Nothing to report.
 - III. **Bus service**- This week's bus ran with 4 passengers. The cost of the service has stabilised at £5.27 per week. The service has now been running for over 18 months.
- b. **Street lighting** – to enable Cllrs to report any issues (LGA 1957 s3; HA 1980 s301)
 A streetlight in The Westfields was fixed by the contractors, but they need to return and fit a guard onto the lamp, to reduce the glare into nearby homes.
- c. **Playing fields /Playground** – to enable Councillors to discuss concerns/works ongoing:
 - I. **Inspections:** Cllr Millard reported that a playing fields inspection has been planned for June, for the Bike area and Play area, the total cost for this inspection is £180. Proposed to accept the quote by Cllr Bentley and seconded by Cllr. Faulkner. All agreed.
 Cllr Thomson to chase RDS to install the sign for the adult gym equipment.
 - II. **Needs Survey at School:** Cllr Bentley will meet with the head of school to discuss how to carry out a needs survey with the pupils.
- d. **Grounds maintenance** – to report any concerns/issues; Westfields Close & car park maintenance inc trees
 - I. Bins on playing field: Cllr Millard commented that dog walkers are not utilising the correct bins on the playing field, and an increase in dog fouling. The PC recommends that owners are made aware of the correct use of bins via the social media websites available.
 - II. The car park now has a maintenance cleaning programme.

8 Highways/Environmental Health matters

- a. **Highways** – to enable Councillors to raise any local concerns/road closures: No matters raised.

- I. Market Drayton coronation event takes place Sunday 7th May between 1100-1800 and Queens Street Road will be closed for the event.
- II. The Ginger and spice festival takes place in Market Drayton on Saturday 30th September. Cheshire Street will be closed from 6am to 6pm.
- III. A41 Safety campaign – Ongoing.

9 Correspondence

To confirm receipt of correspondence circulated by email to inc SALC/NALC bulletins; Boundary commission for England boundary review 2023; Civility & Respect latest newsletter; Potholes repairs & trends briefing note.

- I. The Chair read out the response from Shropshire Council (SC) regarding the Red Barns junction, and the clarification reply sent back to SC.
- II. SALC meeting 17th April - Speaker Helen Morgan MP Reference priorities. Helen Morgan gave an update on her duties within North Shropshire and stated that she was campaigning on local issues, understanding that we have issues with Public Transport, provision of social housing, The NHS and healthcare in the area.

10 Finance

a. Grant applications

- I. NS Wheelers – Defer to next meeting.
 - II. Coronation Pin badges (Grant to Hall) – Defer to next meeting.
- b. Parish Council Precept of £23,191 has been received.
 - c. Insure requote Gallagher's – Defer to May Meeting.
 - d. Cash book, Bank Reconciliation and budget analysis for information.
The new clerk assumes financial responsibilities, Proposed Cllr. Faulkner, Seconded by Cllr. Thomson. All agreed.
 - e. Invoices/payments for approval to inc those received post agenda publication
Cllr. Faulkner submitted an invoice for £13.99 for new keys for the CCTV. Defer till May.
 - f. Invoices as listed for approval and payment
Proposed Cllr. Faulkner, Seconded Cllr. Millard. All agreed.

Date	Recipient	Purpose	Amount	Cheque No.	Power of expenditure
3/4/23	Eon	Lamp Glass Painting	£115.20	101434	
18/4/23	HMRC	PAYE	£101.80	101435	LGA 1972 s112
14/4/23	PlusNet	Broadband	£22.80	DD	LGA 1972 s111
31/3/23	PG Skips 35102	Rubbish Removal	£53.62	101436	Litter Act 1983 s5
1/4/23	Ground force 18622	Grounds Maintenance	£166.50	101437	PHA 1875 s164; OSA 1906 ss9&10
18/4/23	N Salop Wheelers	Bus service	£19.75	101438	Transport Act 1985 106A)
10/3/23	Shropshire Council	Field Rates	£34.44	101439	
8/3/23	Hatchers Solicitors	Add' Land legal costs	£459.00	101440	

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

- a. Applications – none.
- b. Objections - none

c. Decisions

Reference: 23/00506/FUL (validated: 07/02/2023)

Address: Shawbroom Farm, Soudley, Market Drayton, Shropshire, TF9 2NS

Proposal: Conversion of agricultural building to home office and gym

Decision: **Grant Permission**

Reference: 23/00373/PMBPA (validated: 30/01/2023)

Address: Doorway Farm, Soudley, Shropshire, TF9 2SB

Proposal: Application for prior approval under Part 3, Class Q of the Town & Country Planning (General Permitted Development) (England) Order 2015 for the conversion of agricultural building to residential

Decision: **Refuse**

12 Items for Months (May) Meeting Agenda

- I. NS Wheelers Grant application
- II. Coronation pin badges Grant application
- III. Insurance Quote
- IV. May Annual Parish Meeting and Parish Council Meeting

13 Exclusion of press and public: 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. To enable Councillors to report/receive any updates in relation to Planning Enforcement matters

No matters were raised.

B. Personnel committee report

The Personnel committee will be contacting the new clerk for the signing of the Contract of Employment and agreement for the Job description.

There being no further business for discussion, the Chairman thanked everyone for attending and declared the Meeting closed at 8.44pm.
