

## **Stottesdon and Sidbury Parish Council**

Parish Council meeting held on Monday 26<sup>th</sup> March 2018 at 7.30pm in Chorley Village Hall.

Present: Cllrs D Young (Chairman), R Abbiss, J Hill, S Crawford,  
S Allen, D Ferguson, C Smith.

Unitary Cllr M Shingleton

Parishioners: 3

Clerk: Mrs F Morris

### **0) Public participation:**

Resident came to explain to Cllrs his planning application which was on the agenda for the evening.

He explained that a 'lean to' was being taken down and although the footprint will change it will remain the same size.

It is a 1960 extension which when replaced will be more in keeping with the rest of the property.

Residents queried the agenda item regarding the Fox and Hounds car park and their email to the PC which had not been answered. It was pointed out that emails had been acknowledged but no response could be given until dealt with at a PC meeting.

They wanted to know if they were to appoint their own Surveyor as no communication had been received from the mutually appointed surveyor even though they were aware that a site visit had been held.

Cllr Hill explained in detail that the Parish Council had been 'fact finding' and that the Surveyor did attend to confirm the options available to the PC and explained the 3m and 6m and 45degree lines where the party Wall Act would/would not kick in. Clerk pointed out that she had had to chase the Surveyor for the report for the meeting and that she had asked if the neighbours should be invited to the site meeting and was told no.

Chairman explained that no decisions had been made regarding what work will take place on the site.

This will be dealt with under the agenda item.

### **Meeting opened at 7.50pm.**

#### **1) Apologies for absence:**

Cllr Barratt (dispensation), Unitary Cllr Butler (alternating with Cllr Shingleton). It was **RESOLVED to accept these apologies.**

#### **2) Declaration of Interests**

*The Localism Act 2011, Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.*

*Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of member's interests maintained by the Monitoring Officer.*

None received.

#### **3) To confirm minutes of the meeting held on 26<sup>th</sup> February 2018:**

These had been circulated with the agenda and it was **RESOLVED to accept these as a true record. And Chairman signed these accordingly.**

#### **4) Matters Arising from the minutes:**

(a) Progress report from Clerk:

Snowdrops:

Job done, this morning we moved them all onto the bank opposite coming down from the doctors surgery, in the end we decided to put them all out and then if there is ever any bare ground / growing area after the car park is done it is easy to move a few clumps back again, easier than potting up and someone having to look after them all year.

Reply from Alice Croft:

Thank you for this information.

I shall resubmit the footway request for prioritisation under the Road Safety Policy in September.

We shall wait to see what revenue funding is allocated in the new financial year as to when a dropped kerb and H bar could be done.

I've forwarded the comments about the grass grid in The Glebe to Richard Wood at STAR Housing to see if they have costs for this work in other locations.

Silent Soldier Campaign:

Clerk confirmed that these were £250 and after discussions it was felt that the PC would like to purchase one of these and it was suggested to erect this by the millennium stone at Glebe Drive. Clerk pointed out that permission would be required from STAR Housing for this and it was **RESOLVED that the Clerk contacts them.**

Provision of defibrillator: Clerk confirmed that she had made enquiries with British heart Foundation and that £600 has to be paid towards the cost of the machine and the remainder will be funded by the Heart Foundation. The school had again sent information to the Clerk. Clerk was asked to find out about the electrical supply needed and it was suggested that perhaps this could be put at the Fighting Cocks or the School but permission would have to be obtained before a machine was ordered. The school offered to contribute/fund raise and Clerk had already received another offer to fund raise.

Clerk confirmed that she had received a confirmation email from Graham Downes following a lengthy email of potholes sent in. Ringway contract comes to an end at the end of March and they have gangs working throughout the County trying to get on top of repairs, but A and B roads were the priority before our roads.

(b) any other matters arising:

None.

##### **5) Fox and Hounds car park update/Surveyors report:**

Clerk read the report out from Ashley Harper.

Cllr Hill explained the situation once again.

Clerk pointed out that it was suggested that a topographic survey was carried out on the site to ascertain the levels and boundaries and that she had made enquires to obtain the 3 quotes for tonight's meeting.

Quote 1 - £400 but after checking again today they will not mark the site out.

Quote 2 - £700 but although they were advertising as a Shropshire Surveyor they will not cover our area.

Quote 3 - £465 + VAT and they will put pegs in to mark the site.

Clerk pointed out that if access to adjoining properties is required and not available then this will result in a further site visit with an addition cost of £425+VAT.

Clerk also confirmed that she had received an email from Mr and Mrs Harris regarding the PC 'forging ahead' without keeping them informed and requesting payment of their legal fees. It was once again explained that the PC had not carried out any work but were merely gathering information regarding their options.

It may turn out that the whole project is not cost effective for the PC to carry on with. Clerk pointed out that one of the original Surveyors would have carried out all the work required.

Clerk pointed out that the 3 options that the PC has is:

1. Go ahead and comply with the Party Wall Act making as many car parking spaces as possible.
2. Work outside the boundary requiring Party Wall Act and having a reduced number of parking spaces
3. Put the land back on the market and refund the money received from the donors once the land is sold.

After discussions it was agreed to appoint the Topographic Surveyor as per quote 3, to carry out the survey (Clerk did confirm that they might be able to carry this out before Easter) and asked Mr and Mrs Harris if the Surveyor would be allowed to walk up their footpath if required. It was agreed that they could and if the PC notify them of the appointment then they would allow any further access required if they are available.

The invoices for the legal fees was queried. Clerk pointed out that the PC Solicitors had already confirmed that they were not liable for these as the PC had not commenced any work and that it was agreed at the meeting held at the Dr's Surgery that the PC would obtain 3 quotes from a Surveyor ready for the next PC meeting on 30<sup>th</sup> October but Mr and Mrs Harris had instructed Solicitors 3 days prior to this meeting which was premature as no work had commenced.

It was **RESOLVED that the Clerk forward the invoices to the Solicitors for their advice (it could take several weeks to get a reply), appoint the Topographic Surveyor and inform Mr and Mrs Harris and Cllrs of the date of the site visit.**

#### **6) Car parking outside Stottesdon School:**

Report from Alice Croft given earlier.

Clerk had been made aware by a partially sighted lady that she has to time going to the Dr's when vehicles are not parked on the pavement as it is difficult for her to pass them.

The kerbstones will eventually fail with cars driving on/off on a regular basis.

#### **7) Bakehouse Lane, Chorley:**

Clerk confirmed that residents had had a meeting with SC and they have obtained quotes for repairs to the lane.

#### **8) Planning applications/permissions/refusals:**

a) Reference: 17/06016/FUL (validated: 11/01/2018)

Address: Litley House, Chorley, Bridgnorth, Shropshire, WV16 6PP

Proposal: Erection of new entrance porch and 2No. first floor dormer windows within existing pitched roof to facilitate an internal first floor refurbishment/revised spatial arrangement

Decision: Grant Permission

b) Reference: 18/00318/FUL (validated: 23/01/2018)

Address: Conversion Of Barn To Residential Use, Chorley, Bridgnorth, Shropshire

Proposal: Conversion of existing agricultural buildings to 2no dwellings with detached double garages; demolition of existing outbuildings and provision of access

Decision: Grant Permission

c) Any others received after issue of agenda:

Reference: 18/01180/FUL (validated: 19/03/2018)

Address: Rose Cottage, Chorley, Bridgnorth, Shropshire, WV16 6PP

Proposal: Erection of two storey rear extension and replacement conservatory

Applicant: Mr Adrian Hassell

Councillors felt that this was an attractive design and would tidy up the layout of the property and it was **RESOLVED to support these plans**

**9) SALC report:**

Cllr Abbiss reported that she had attended the training on Data Protection and had given a report to the Clerk and highlighted some items. A new training session aimed at Clerks was held today and again in April. Cllr Abbiss urged as many Cllrs as possible to attend. Area Committee meeting held at Albrighton but attendance was very poor despite 2 interesting speakers.

**8.45pm Cllr Hill left the meeting at this point as arranged with the Chairman**

**10) Unitary Councillor's report:**

Unitary Cllr reported on the following:

- Defibrillators – suggested speaking to Farlow and Oretton as they have one on the school wall and pointed out that as Stottesdon is a multi academy school permission will have to be sought through them.
- Extra money today received for potholes.
- B4363 lots of potholes filled in along this road.
- Report any problems on the elgin.gov website.
- Health – still waiting for Treasury/NHS England/Future Fit.
- Some pilot schemes being run in some acute hospitals
- Extra staff for OT and Physio in April.
- MLU will probably go and 'hubs' for births will be formed which might also accommodate 'affordable housing hub in same building.
- Sustainable Transformation Plan – bring in all disciplines together including patient care.
- Blood – appeal for donors despite closing Bridgnorth as a donor session.
- Place Plans – check up to date/relevant.
- Buses – 125 Bridgnorth/Highley/Kidderminster difficulty with bus passes. If anyone has problems let Cllr Shingleton know.
- LJC – Speaker will be Senior Officer on highways/schools.lengthsman scheme etc.
- Now part of a special Housing Group Committee.
- Youth Partnership - £30,000 to bid into for rural areas.

Chairman thanked Cllr Shingleton for her report and she left the meeting.

**11) Financial matters:**

a) To confirm bank transfer payments from last month

b) Outstanding payments:

Clerk's salary (bank transfer) - £xxx

HMRC PAYE (bank transfer - £106.22

Zen (broadband in village hall) - £36

SALC subs/account £10 (training session, subs £325.96 due after 1<sup>st</sup> April)  
Burial Grants – Stottesdon - £440, Sidbury - £220, Chorley - £137.50  
M Pearce – Lengthsman Scheme account - £490  
PWLB Repayment Notice- 08411PWLB direct debit - £493.75 (Glebe Drive)  
Cleobury IT Solutions – domain name renewal - £12.50  
Silent Soldier Campaign – dealt with earlier.  
Any other accounts received after issue of the agenda:  
Chorley Village Hall (room hire) £260  
It was **RESOLVED that all these accounts are paid electronically.**  
c) Income since last meeting – no statement received  
d) Bank statement – initialled by Chairman  
e) Confirmation of internet payments from last month – initialled by Chairman  
f) Receipt: Zen Invoice/receipt for last month

**12) Parish matters/problems**

a) Parish problems:

- Provision of defibrillator, Stottesdon – dealt with earlier
- Concern expressed from a farmer that children in Chorley are running into the road and trying to touch the trailers and he is concerned that an accident will happen. It was suggested that the Clerk asks the School to have a word with the children.
- Dog mess – Clerk pointed out that signs asking people to pick up after their dogs had been removed from the notice board in Chorley. Clerk will ask SC regarding this.
- Road edge in The Desserts has deep drop and cars can easily go off the road.
- Potholes outside Litley Farm  
Clerk confirmed that she had sent in numerous long lists of potholes.

b) Parish Watch:

- Break in at the stables at Bagginswood.
- Cllr Young has still had no contact from the Police. Clerk will email PC O’Leary.

c) Lengthsman Scheme update:

- Lots of work carried out throughout the parish and Cllrs commented on this. Mark was happy to fill in any potholes if he could be provided with tarmac.

**13) Correspondence:**

Emails forwarded include: (all noted as received unless comments made)

SALC:

- Bulletins
- Social Media training - 18th June 2018, 2pm - 4pm at Stirchley & Brookside Parish Council, The Sambrook Centre, Grange Avenue, Telford
- LPR update from Planning Policy
- Shropshire Playing Fields Association
- training session with SALC on 19<sup>th</sup> June at the Lord Hill Hotel, 10 am to 4pm and again on Wednesday 12<sup>th</sup> September on Negotiating a better Planning Outcome:
  - March's Affordable Housing Newsletter
  - CONSULTATION - Gambling Act 2005 Policy Statement 2019 – 2022

- Town and Parish Council Neighbourhood Plans - April 2018
- Cleobury Country:
- Mental Health Awareness Training for Sport and Physical Activity – 28<sup>th</sup> March 6.30pm Shrewsbury
  - Level 2 Award in Health & Safety in Health & Social Care - 25th April 2018
- Came and Co - Snow & Ice - Council Matters
- Any other correspondence received after issue of agenda:  
Nothing further received.

**14) Policy updates (if required):**

- Standing orders
- Financial Regulations
- Asset Register
- Risk Assessment

Clerk confirmed that she had checked with SALC and no amendments had been made to the Financial Regulations and Standing Orders and confirmed that it was just the Asset Register and Risk Assessment that would need updating which she would do for next meeting. It was **RESOLVED to accept this.**

15) Date of next meeting:

**Monday 16<sup>th</sup> April (Annual Parish meeting) and April 23<sup>rd</sup> (Parish Council meeting)**

It was **RESOLVED TO ASK Chris Edwards, Shropshire Council to come along and speak about the new Highway Contract etc.**

**Payments agreed:**

Mrs F Morris – salary - £xxx

Mrs F Morris expenses - £171.00 (line rental/broad band/half yearly working from home)

HMRC PAYE - £xx

Zen Internet - £36

SALC subs (after 1<sup>st</sup> April) - £325.96

SALC - £10 (training session Cllr Abbiss)

M Pearce - £490

Cleobury IT Solutions - £12.50 domain name renewal

Stottesdon Burial Grant - £440

Sidbury Burial Grant - £220

Chorley Burial Grant - £137.50

Chorley Village Hall rent – 13 meetings x £20 = £260

**There being no other business the meeting closed at 9.30pm.**

**Signed: Chairman**

**Date:**