

St Martins Parish Council

Minutes of a Meeting of the St Martins Parish Council held on Thursday 10th March 2022 at 7.00 p.m. in St Martins Centre.

PRESENT: Cllrs, Neil Arthan, Andrew Cast, Mark Hayball, John Hodgson, Sophie Hughes-Saunier, Duncan Laing, Glenn Pennington, Natalie Rowley, Sue Schofield, George Smith and Helen Williams.

Also in attendance: Tessa Lanstein from Coombe Management Services, PCSO Peter Roberts and the Parish Clerk.

		<u>Action</u>
052/03/22.C	<p>Chairman's Welcome</p> <p>The Chairman welcomed everyone to the meeting.</p>	
053/03/22.C	<p>Apologies for Absence</p> <p>Apologies for absence had been received from Cllr's Vivienne Fisher (poorly), Alan Langley (working away), Nina Mistry (self isolating), Lesley-Anne Roberts (family) and Shropshire Cllr Steve Davenport (poorly).</p> <p>Proposed, seconded and carried that these apologies are accepted.</p>	Parish Clerk
054/03/22.C	<p>Disclosable Pecuniary Interests</p> <p>a) Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. None received.</p> <p>b) To consider any applications for dispensation. None received.</p> <p>c) Declaration of any other interests in the agenda items. None received.</p>	
055/03/22.C	<p>Minutes</p> <p>Proposed: Cllr Andrew Cast Seconded: Cllr Duncan Laing</p> <p>Resolved: with two abstentions, that the minutes of the Parish Council held on Thursday 10th February 2022 having been previously circulated be approved and adopted as a true record.</p>	Chairman
056/03/22.C	<p>Urgent Items</p> <p>The Chairman reminded Cllr's of the new Code of Conduct and that they had all read the document and that there was training available on this code through SALC.</p> <p>The Chairman then explained that the Parish Clerk's laptop was now seven years old and required urgent replacement. Cllr Duncan Laing added that on Edward's appointment it was agreed that IT equipment should be looked at for upgrading at least every three years.</p>	

Proposed: Cllr Helen Williams **Seconded:** Cllr Sue Schofield

Resolved: that a new HP laptop is purchased for the Parish Clerk. Cllr Sue Schofield added that we should consider re-cycling his old one. This was agreed.

Action

Parish Clerk

There were no other urgent items that related to financial, health and safety issues or issues that required immediate attention.

057/03/22.C Public Session

No members of the public were present.

058/03/22.C Parish Clerk's Progress Report

- **Irvine Gardens** Nick Scott will now submit a further application to Shropshire Council for the variation of S106 agreement (OS/07/15162/FUL) to omit the provision of the Part 2 Open Space Works.
- **Dropped Kerbs** have been requested either side of the bridge at Escob, along Overton Road at its junction with New Ifton and re-adjustments by the Memorial Garden adjacent to Green Lane and access to the crossing. **Logged with Shropshire Council, still no indication on any action.**
- **Fencing** concern over the dangerous state of the fencing adjacent the car park and Overton Road next to the Take-away shops has been reported to the landowner who is also responsible for the state of the wooden fencing surrounding the Electricity Sub Station next to these shops. On the 3rd December he confirmed that this would be removed ASAP. Reminded him (Sam) on the 10th January that this had still not been done. **Still no action from landowner therefore this matter will now be passed to Highways.**
- **Cottage Lane** received a report that on the cottage lane side of halls corner crossroads there used to be a black and white bollard on the very narrow pavement. That's been hit and snapped off, about 6 inches left sticking out of the ground. Now a trip hazard. **Reported to Divisional Surveyor for urgent action.**
- **Hollands Drive** Shropshire Council have confirmed that they do not consider adoption of this road until after 12 months from completion of work. As regards the installation of yellow lines they would require photographic evidence and approval from residents in the area suggested.
- **Development off Firs Close** All Cllr's have been forwarded a copy of the response from Tracy Darke, Assistant Director for Economy & Place who has now asked whether we want this dealing with via Shropshire Council's Formal Complaints Procedure. Our letter to Cllr Picton, Shropshire Council's Leader which was sent on the 21st February has just (8th March) received a response from her office that we will receive a response in due course.
- **Tree Felling** Iain Hill-Trevor has reported on the recent tree felling on Rhyn Lane and the reasons for this. He had added that the woodland will be replanted as part of the Queens Green Canopy and Jubilee programme.

- **Oak Drive** after investigation it has been established that no additional street light was required outside No. 17 as there was already a street light on the opposite side of the road. Shropshire Council have still to confirm whether they will add a salt bin in this area. This is now with North Shropshire Highways Maintenance team.
- **Roadside Gullies** despite a further report on two sunken roadside gullies, Shropshire Council's response is that they have looked into the matter I reported and their investigation shows that no further action is required at this time.

059/03/22.C Police Report

PCSO Peter Roberts reported on the latest police incident report which had been circulated to all Cllr's. Cllr Sue Schofield raised concerns that messages left on 101 and mobile phones are not being answered.

060/03/22.C St Martins Recreation Partnership

Tessa Lanstein from Coombe Management Services, the appointed Programme Manager for this Partnership gave the following report;

A meeting of the Recreation Partnership was held last night. (Copy of the minutes and actions attached). Work on the entrance to the site had now been completed, extra work was involved which the school has paid for. Signing off for this after a meeting with DPA will now be done through Tessa. Future meeting dates for the partnership have now been set. Now require drainage drawings for the site but no buildings will be over it.

Future responsibility of the site is now being looked at whether through a charity or commercial trust. As regards additional funding or assistance with the project Tessa would approach Primoris Homes and the Brynkinalt Estate.

The Chairman thanked Tessa for her report who then left the meeting.

061/03/22.C St Martins Branch Doctors Surgery

The Practice Manager from Chirk Surgery had now confirmed in writing that the St Martins Surgery and adjoining land is owned by the Chirk Surgery GP Partners but no document evidence had been forthcoming. Therefore Cllr's agreed that the Land Registry should be approached.

Parish
Clerk

062/03/22.C Highway Issues

All recent highway issues are now being reported via Shropshire Council's Highways department at Whittington.

		<u>Action</u>		
063/03/22.C	Street Lighting			
	An intermittent light fault was reported on the light in College Fields and lights 45 & 47 by the crossing adjacent to Stans Superstore were now not working again.	Parish Clerk		
064/03/22.C	Financial Matters			
064/03/01/22.C	Accounts for payment;			
BACS	E Davies	Salary & Expenses	£1049.56	
BACS	Information Com	Data Protection	£40.00	
BACS	HMRC	Month 11 PAYE & NI	£322.83	
BACS	Nigel Thomas	Play Area Inspections	£24.00	
BACS	Huw Manford	Litter Picking, etc.	£268.06	
BACS	St Martins Village	Printing Costs	£800.00	
BACS	Highline Electrical	Street Lighting Repairs	£79.20	
BACS	Shropshire Council	Street Lighting Energy	£1356.24	
Proposed:	Cllr Duncan Laing	Seconded:	Cllr Andrew Cast	
Resolved	that the above payments be agreed in accordance with the Parish Council's Standing Orders and Financial Regulations.		Parish Clerk	
064/03/02/22.C	Grant Applications			
	A grant application had been received from the New Saints FC for £750. Cllr Natalie Rowley raised concerns over the staffing costs for their events.			
Proposed:	Cllr Sue Schofield	Seconded:	Cllr Glenn Pennington	
Resolved	with two abstentions that this grant is approved.		Parish Clerk	
	A further grant application from St Martins Village Jubilee Project was deferred pending further information on a breakdown of the costs.		Parish Clerk	
064/03/03/22.C	Single Finger Arm Sign			
	Cllr's were asked to consider the following quotations for a Single Finger Arm sign for Moors Methodist Chapel.			
	Broxap	£1062 + VAT	Sign & Poster	£235 + VAT
	Contas	£215 – discount £30 = £185 + VAT		
Proposed:	Cllr Helen Williams	Seconded:	Cllr Sophie Hughes-Saunier	
Resolved	that the Contas quotation is accepted. Cllr George Smith suggested there was already a post in this area which could be used for attachment of this sign. A check with highways would be made.		Parish Clerk	

Action

065/03/22.C Procurement Policy

Cllr’s were asked to approve a proposed parish council Procurement Policy which had been circulated prior to the meeting.

Proposed: Cllr Natalie Rowley **Seconded:** Cllr Andrew Cast

Resolved with one abstention that this policy is accepted and adopted.

Parish Clerk

066/03/22.C Planning

To consider any new planning applications received since the last meeting.

Reference: 22/00507/VAR (validated: 31/01/2022)

Address: Land At Rhosyllan Farm, St Martins, Shropshire

Proposal: Variation of Condition No.2 (approved plans) attached to planning permission 19/03995/FUL dated 26.10.20 to omit the footway.

Parish Council Decision, Support.

Parish Clerk

Reference: 22/00484/FUL (validated: 16/02/2022)

Address: St Martins Community Centre, Overton Road, St Martins, Shropshire, SY11 3AY

Proposal: Proposed replacement roof and porch.

Parish Council Decision, Support.

Parish Clerk

Schedule of additional planning applications

There were no additional planning applications that had been received after the date of publication of this agenda due to response time frames set by Shropshire Council.

The following planning decisions and recommendations of the planning authority listed in the schedule below were noted;

Reference: 21/03949/FUL (validated: 13/08/2021)

Address: Ash Cottage, Ifton Heath, St Martins, Oswestry, Shropshire, SY11 3EA

Proposal: Erection of a first floor extension and slight enlargement of existing side extension footprint

Decision: Refuse

Reference: 21/05791/FUL (validated: 13/12/2021)

Address: Derwen Farm, St Martins, Oswestry, Shropshire, SY11 3HB

Proposal: Relocation of vehicular access

Decision: Grant Permission

Reference: 21/05744/FUL (validated: 16/12/2021)

Address: 76 Coopers Lane, St Martins, Oswestry, Shropshire, SY11 3QB

Proposal: Erection of part single storey and two storey side extension following demolition of existing garage and associated works

Decision: Grant Permission

Reference: 20/01672/FUL (validated: 04/05/2020)

Address: Barn Conversion South West Of, Gledrid Farm, Gledrid, Chirk, Shropshire, LL14 5DG

Proposal: Application under Section 73A of the Town and Country Planning Act 1990 for the erection of attached garage and utility; open entrance porch; detached garden store and engineering work to form barbeque area

Decision: Refuse

067/03/22.C Shropshire Council

With Shropshire Cllr Steve Davenport sending his apologies there was no report.

068/03/22.C North Shropshire MP Helen Morgan

The Parish Clerk reported on a Zoom meeting with Helen Morgan MP with Parish/Town Clerks in the North Shropshire Constituency on Friday 25th February 2022.

Helen explained about her first few days in the house. She had been made most welcome especially from the 13 members of her party. She found PM Question Time a little daunting, noisy and a bit dramatic. She also said it was difficult to hear with a full house that's why you see MP's leaning back to pick up the conversations from speakers in the back of their seats. She had now got her own office, a little small but near the chamber so not far to walk for voting and very helpful staff. The main issues she is looking into include the NHS, flooding of which she visited areas in her area yesterday, the legislation on remote meetings and the high turnaround of parish clerks throughout the Country mainly due to bullying and worrying times that new Clerks start without any training. She then answered questions put by the Clerks attending. She was hoping to set up a Zoom meeting with the Oswestry Health Group.

069/03 /22.C Shropshire Association of Local Councils (SALC)

All correspondence received from the County Secretary had been previously circulated to all Cllr's.

070/03/22.C Ifton School Development

Cllr George Smith reported on a recent meeting with representatives from Cornovii Developments Ltd. The estate will be called 'Ifton Green'. Following a recent inspection of the old school buildings no bats were found therefore demolition of the school buildings has commenced. Cameras are being used to check the sewerage and storm water drains in this area.

071/03/22.C Bus Shelters

The Parish Clerk reported that he had now received two quotations for the following

	<u>Action</u>
<p>To clear the undergrowth from around the bus shelter, Cut back the hedge from around the bus shelter, Remove the notice board and repair any roof and side/back panels as necessary, Paint the bus shelter and replace notice board.</p> <p>Proposed: Cllr Helen Williams Seconded: Cllr Sophie Hughes-Saunier</p> <p>Resolved that the quotation from Huw Manford of £746 is accepted. Anothony Roberts who supplied the other quotation would be thanked for his interest in this work.</p>	Parish Clerk
<p>072/03/22.C Save Our Shropshire</p> <p>Cllr Sophie Hughes-Saunier said there was nothing further to add at this stage.</p>	
<p>073/03/22.C Queen's Jubilee 2022</p> <p>Cllr Helen Williams reported that she had collected 120 small trees from Prees and agreed that the working group should meet at her house on Saturday at 10.00 am to start the planting. Shropshire Cllr Steve Davenport was arranging collection of the larger trees.</p>	All Cllr's
<p>074/03/22.C Members Reports</p> <p>Cllr Duncan Laing reported that the Give Way sign in Coopers Lane had still not been replaced.</p> <p>Cllr Natalie Rowley report a damaged footpath bridge by the canal.</p> <p>Cllr Sue Schofield reported that the footpath has now been cleared in Bull Lane. She also expressed concern over the unoccupied property (Windy Ridge) off Cottage Lane.</p>	Parish Clerk Parish Clerk
<p>075/03/22.C Next Meeting</p> <p>Full Council meeting on Thursday 14th April 2022 @ 19.00 in St Martins Centre.</p>	

Please turn over to Page 104 for Confidential Minutes.

Action

076/03/22.C Exclusion of Press and Public

Proposed by Cllr Andrew Cast, seconded by Cllr Sue Schofield and resolved to exclude the public and press in accordance with the Public Bodies (Admissions to Meetings) Act 1960 s1 to discuss the following:

077/03/22.C Contract Management Services

Proposed by Cllr Helen Williams, seconded by Cllr Neil Arthan and resolved to extend this contract by a further 100 hours under the same conditions.

078/03/22.C Planning Enforcement

Cllr’s noted enforcement case(s) that have been recorded by Shropshire Council and are subject to a Planning Enforcement enquiry for the Parish of St Martins.

There being no further business the Chairman thanked everyone for their attendance, and declared the meeting closed at 21.20.

Signed

Date

Chairman