

### St Martins Parish Council

Minutes of a Annual Meeting of the St Martins Parish Council held on Thursday 11<sup>th</sup> May 2023 at 7.00 pm in St Martins Village Hall.

**PRESENT:** Cllr's Neil Arthan, Andrew Cast, Vivienne Fisher, Mark Hayball, John Hodgson, Sophie Hughes-Saunier, Duncan Laing, Alan Langley, Nina Mistry, Glenn Pennington, Sue Schofield and George Smith.

Also in attendance, Shropshire Councillor Steve Davenport and the Parish Clerk.

The Parish Clerk explained the procedure for the Election of Chairman and Appointment of Vice Chairman should there be a ballot. All Cllrs agreed to this procedure.

In the absence of the retiring Chairman, Cllr Sue Schofield took the Chair.

#### 106/05/23.C Election of Chairman

Cllr Alan Langley proposed Cllr Sophie Hughes-Saunier for Chairman. This was seconded by Cllr Andrew Cast.

Cllr Sue Schofield proposed herself. There was no seconder for this.

There were no other nominations. It was **Resolved** that Cllr Sophie Hughes-Saunier be elected as Chairman of St Martins Parish Council for the ensuing year.

Cllr Sophie Hughes-Saunier thanked everyone for her nomination and then signed the Declaration of Acceptance of the Office of Chairman and then took the Chair.

Action

Parish Clerk

#### 107/05/23.C Appointment of Vice Chairman

Cllr John Hodgson proposed Cllr George Smith for Vice Chairman. This was seconded by Cllr Neil Arthan.

There were no other nominations.

It was **Resolved** that Cllr George Smith be elected as Vice Chairman of St Martins Parish Council for the ensuing year.

Cllr George Smith thanked everyone for his nomination and then signed the Declaration of Acceptance of the Office of Vice Chairman.

Parish Clerk

#### 108/05/23.C Apologies for Absence

An apology for absence had been received from Cllr Helen Williams (Holiday).

**Proposed, seconded and carried that this apology is accepted.**

Parish Clerk

An apology for absence had also been received from Tessa Lanstein. An apology for absence had been received later by email from Cllr Natalie Rowley (working). Cllr Lesley-Anne Roberts was absent.

**109/05/23.C Declarations of Interest and Dispensations**

- 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.**
- b) To consider any applications for dispensation. **None received.**
- c) Declaration of any other interests in the agenda items. **None received.**

**110/05/23.C Appointment of Committees 2023/2024**

**110/05/01/23.C Executive Committee (6)**

Chairman, Vice Chairman, + Cllr's Neil Arthan, John Hodgson, Duncan Laing and Alan Langley.

**110/05/02/23.C Finance Committee (6)**

Cllr's Andrew Cast, John Hodgson, Nina Mistry, Sophie Hughes-Saunier, George Smith and Helen Williams.

**110/05/03/23.C Recreation Services Committee (6 + co-opted)**

Chairman, Vice Chairman, + Cllr's Andrew Cast, Vivienne Fisher, John Hodgson and Glenn Pennington + Co-opted members as required.

**110/05/04/23C Planning Committee**

All members of the Parish Council.

**110/05/05/23.C Grievance Panel Committee (4)**

Vice Chairman + Cllr's Neil Arthan, Alan Langley and Mark Hayball.

**110/05/06/23.C Disciplinary Committee (4)**

Chairman + Cllr's Andrew Cast, John Hodgson and Nina Mistry.

**110/05/07/23.C Street Lighting Committee (5)**

Cllr's Duncan Laing, Nina Mistry, Glenn Pennington, Helen Williams and John Hodgson as Chairman of Finance.

**110/05/08/23.C P3 Footpath Committee (3)**

Cllr's Mark Hayball, Nina Mistry and Sophie Hugh-Saunier + Co-opted members of the parish as required.

**110/05/09/23.C Place Plan Committee**

All members of the Parish Council.

**Proposed:** Cllr Duncan Laing                      **Seconded:** Cllr Alan Langley

**Resolved:**                      **that the above appointments be approved.**

Parish  
Clerk

**111/05/23.C Appointment of Representatives to Outside Bodies and Organisations  
2023/2024**

**111/05/01/23.C Recreation Partnership (2) + Reserve**

Cllr's Andrew Cast & George Smith + Sophie Hughes-Saunier as reserve.

**111/05/02/23.C Area Committee SALC (2)**

Cllr's Glenn Pennington and George Smith.

**111/05/03/23.C Local Joint Committee LJC (1 + reserve)**

Cllr's Sophie Hughes-Saunier + George Smith as Reserve.

**110/05/04/23.C Oswestry Health Group (1)**

Cllr Vivienne Fisher.

**111/05/05/23.C Ifton School Development Stakeholder Group  
(2 + co-opted)**

Cllr's Mark Hayball & George Smith + co-opted residents.

**Proposed:** Cllr Duncan Laing                      **Seconded:** Cllr Nina Mistry

**with one abstention that the above appointments, be approved.**

Parish  
Clerk

**112/05/23.C Minutes**

**Proposed:** Cllr Duncan Laing                      **Seconded:** Cllr Nina Mistry

**Resolved: with four abstentions that the minutes of the Meeting of the Parish Council held on Thursday 13<sup>th</sup> of April 2023 having been previously circulated be approved and adopted as a true record.**

Chairman

**113/05/23.C Urgent Items**

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

**114/05/23.C Public Session**

With no members of the public present the parish council moved on to the next item.

**115/05/23.C Parish Clerk's Progress Report**

With reference to the Speed Indicator Devices, Andy from Highline Electrical had now fitted the new larger solar panels and replacement batteries. Two are now working and he is looking into the other two to see what the problem with these devices is.

Parish  
Clerk

The large entry gate to the play area, which was in a dangerous state, has been made safe pending the fixing of a new gate post.

Parish  
Clerk

Shropshire Council have been informed over the street lighting stump sticking out of the ground by the school.

Parish  
Clerk

**116/05/23.C Police Report**

The latest police report (April) and the list of abbreviations in the monthly police report, had been circulated to all Cllr's prior to the meeting. Following another serious accident at Escob Bridge, which had been reported by a resident and forwarded on to the police, Shropshire Cllr Steve Davenport stressed the need for Shropshire Council to release some of the thousands of CIL money to improve safety concerns in this area. This would also be forwarded to Helen Morgan MP.

Cllr Steve  
Davenport  
& Parish  
Clerk

**117/05/23.C St Martins Recreation Partnership**

Tessa Lanstein had informed the Parish Clerk that there had been little progress to report since the last meeting.

**118/05/23.C Highway Issues**

Most of the highway issues were the same as last month therefore a further update would be requested before the next meeting. These included the following,

A location had been forwarded to Shropshire Council Highways for approval to erect the signpost for Moors Lane Chapel. Still waiting for this to be completed. Cllr Sue Schofield had reported to the Parish Clerk that a signpost to Wigginton on Overton Road had been buried in the hedge. This had also been reported to Shropshire Council Highways

Parish  
Clerk

The pothole on Ellesmere Road in St Martins adjacent to 2 Alberta Villas has only been partly repaired, Cllr Steve Davenport agreed to take this up with highways. Now repaired again.

Still no feedback on damaged street name plates reported by Cllr Sue Schofield at a recent meeting.

Parish  
Clerk

On a positive note, Cllr George Smith had now erected several new and larger Dog Fouling signs in St Martins. Any further locations to be considered should be brought back to the next meeting.

All Cllr's

**119/05/23.C Street Lighting**

The Parish Clerk reported that he had no further update Shropshire Council on how they will fund the new cabling along Overton Road from the roundabout by Stans Superstore to The Keys PH.

Parish  
Clerk

**120/05/23.C Financial Matters**

**Accounts for Payment**

BACS	Staff	Salary & Expenses	£959.09
BACS	HMRC	PAYE & NI	£276.33
BACS	Nigel Thomas	Play Area Inspections	£26.00
BACS	Huw Manford	Litter Picking, etc.	£310.75
BACS	Highline Electrical	Street Lighting Repairs	£93.00
BACS	Auditing Solutions	Internal Audit & Report	£300.00
BACS	Vision ICT	Website & Email Hosting	£506.86
BACS	SALC	Affiliation Fees	£1311.64
BACS	Surrey Hills Solicitors	Professional Fees	£363.00
DR	HSBC	Bank Charges	£8.00
DD	Veolia	Bin Emptying	£33.91

**Proposed:** Cllr Duncan Laing    **Seconded:** Cllr Alan Langley

**Resolved**    **that the above payments be agreed in accordance with the Parish Council's Standing Orders and Financial Regulations.**

Parish  
Clerk

The Parish Clerk reported that we had received £57,948.00 precept and £75,383.08 Neighbourhood Fund from Shropshire Council since the last meeting.

Cllrs were then asked to consider the revised Financial Risk Register as recommended by our Internal Auditor. Cllr Alan Langley said he still had reservations on the format and would liaise with the Chairman of Finance on this.

Cllrs Alan  
Langley &  
John  
Hodgson

The Parish Clerk reported that he had now setup the account with the CCLA and already transferred £200,000.00 into this account.

Parish  
Clerk

**121/05/23.C    Audit of Accounts**

These accounts, Audit Report and Statements had been circulated to all Cllr's prior to the meeting.

**121/05/1/23.C    Internal Audit**

Cllrs noted the report and comments from the Internal Auditor. No actions were required. The Chairman of Finance thanked the Parish Clerk for his work on the accounts during the year especially as it was the first year using the new Scribe Accounting Package.

**121/05/2/23.C    Annual Governance Statement**

**Proposed:** Cllr Duncan Laing    **Seconded:** Cllr Alan Langley

**Resolved:**    **To approve and sign off the Annual Governance Statement (Section 1 of the Annual Return). For the financial year ending 31<sup>st</sup> March 2023.**

Chairman

**121/05/3/23.C Accounting Statements**

**Proposed:** Cllr Duncan Laing **Seconded:** Cllr Alan Langley

Chairman

**Resolved:** To approve and sign off the Accounting Statements (Section 2 of the Annual Return) for the financial year ending 31<sup>st</sup> March 2022.

**122/05/23.C Planning**

To consider the following planning applications.

**Reference:** 23/01577/FUL (validated: 02/05/2023)

**Address:** 40 Garden Village, St Martins, Oswestry, Shropshire, SY11 3AX

**Proposal:** Proposed rear extension and internal alterations

**Parish Council Decision:** Support.

Parish Clerk

Cllrs noted the following planning decisions and recommendations of the planning authority.

**Reference:** 23/00916/FUL (validated: 02/03/2023)

**Address:** Little Ifton Farm House, Overton Road, Ifton Heath, St Martins, Oswestry, Shropshire, SY11 3DH

**Proposal:** Demolition of Existing Farmhouse and Erection of a Replacement Dwelling With Associated External Works

**Decision:** Withdrawn

**Reference:** 23/00825/FUL (validated: 10/03/2023)

**Address:** Church School House Surgery, 2 Overton Road, St Martins, Oswestry, Shropshire, SY11 3AR

**Proposal:** Alterations and extension and change of use to dwellinghouse

**Decision:** Grant Permission

**Reference:** 23/01013/FUL (validated: 16/03/2023)

**Address:** Jasmine Cottage, Ellesmere Road, St Martins, Oswestry, Shropshire, SY11 3BD

**Proposal:** Erection of single garage

**Decision:** Grant Permission

After some discussion on the plaque that was attached to the Doctors Surgery, and now removed and held in the Village Hall, it was agreed to consider a suitable location for this at the June meeting.

All Cllr's

As regards the issues on enforcement action to the development off Firs Close, it was agreed that should no response be forthcoming from Shropshire Council in the next 14 days then this matter would be referred to the Planning Ombudsman.

Parish Clerk

**123/05/23.C Shropshire Council.**

Shropshire Cllr Steve Davenport reported that he continues to push for action at Escob Bridge. Cllrs suggested a weight limit could be introduced. He noted the proposals for the County Boundary Review, again just a numbering exercise.

Parish  
Clerk

Further information was required on the draft recommendations pertaining to the repair and management of The Pinfold.

As regards an update on the Place Plan Review, the consultation period has now been extended until August. Cllr Sue Schofield had draw up a list of possible projects which would now be circulated for all Cllrs to consider and add to before the next meeting.

All Cllrs

**099/04/23.C Footpaths**

As regards the question over if there was any scope in reactivating a P3 footpath group in the parish, this would be raised at the Annual Parish meeting in May.

Parish  
Clerk

**124/05/23.C North Shropshire MP Helen Morgan**

We continue to forward any areas of concern to Helen Morgan MP for information.

Parish  
Clerk

**125/05/23.C Shropshire Association of Local Councils (SALC)**

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

**126/05/23.C Ifton School Development**

Cllr George Smith reported that eleven properties have had their timber frames erected. All foundations have been poured and 34 from the 35 are up to damp proof course. The whole road is up to binder course and will be surface-coursed once properties have been occupied.

Cllr  
George  
Smith

**127/05/23.C Members Reports**

Cllr Alan Langley expressed concern over the speed of traffic in School Lane which is now becoming a Rat Run.

Parish  
Clerk

Cllr Nina Mistry reported that they now had high speed broadband in Moors Lane. She also expressed concern again over the speed of traffic down Moors Bank.

Parish  
Clerk

**128/05/23.C Next Meeting**

Next meeting Full Council on Thursday 8<sup>th</sup> June 2023 @ 19.00 in St Martins Village Hall.

There being no further business the Chairman thanked everyone for their attendance, and declared the meeting closed at 20.43 pm.

Cllrs congratulated Sophie on her Chairmanship on her first meeting.

Signed .....  
Chairman

Date .....

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