

St Martins Parish Council

Minutes of a Annual Meeting of the St Martins Parish Council held on Thursday 9th May 2024 at 7.00 pm in St Martins Village Hall.

PRESENT: Cllr's Neil Arthan, Andrew Cast, Mark Hayball, Sophie Hughes-Saunier, Sue Schofield, George Smith and Helen Williams.

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

096/05/24.C	Election of Chairman	Action
	It was proposed, seconded, and resolved that Cllr George Smith be elected as 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 Chairman.	Parish Clerk
097/05/24.C	Appointment of Vice Chairman	
	Due to the number of apologies this item was deferred until the next meeting.	Parish Clerk
098/05/24.C	Election of Chairman of the Finance Committee	
	It was proposed, seconded, and resolved that Cllr Helen Williams be elected as Chairman of St Martins Parish Council Finance Committee.	
	Cllr Helen Williams thanked everyone for her nomination and then signed the Declaration of Acceptance of the Office of Chairman of the Finance Committee.	Parish Clerk
099/05/24.C	Apologies for Absence	
	Apologies for absence had been received from Cllr's Vivienne Fisher, Duncan Laing, Alan Langley, Nina Mistry and Natalie Rowley.	
	Proposed, seconded and carried that these apologies are accepted.	Parish Clerk
100/05/24.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.	
101/05/24.C	Parish Council Casual Vacancies	
	One application had been received from Nigel Court to fill one of the three vacancies.	
	Resolved that this application is accepted.	Parish Clerk

102/05/24.C Appointment of Committees 2024/2025

102/05/01/24.C Executive Committee (6)
Chairman, Vice Chairman, + Cllr's Neil Arthan,
Sophie Hughes-Saunier, Duncan Laing and Alan Langley.

102/05/02/24.C Finance Committee (6)
Cllr's Andrew Cast, Nina Mistry, Sophie Hughes-Saunier,
Sue Schofield, George Smith and Helen Williams.

102/05/03/24.C Recreation Services Committee (6 + co-opted)
Chairman, Vice Chairman, + Cllr's Andrew Cast,
Vivienne Fisher, Duncan Laing, Helen Williams
+ Co-opted members as required.

102/05/04/24.C Planning Committee
All members of the Parish Council.

102/05/05/24.C Grievance Panel Committee (4)
Vice Chairman + Cllr's Neil Arthan, Alan Langley and
Mark Hayball.

102/05/06/24.C Disciplinary Committee (4)
Chairman + Cllr's Andrew Cast, Nina Mistry and
Natalie Rowley.

102/05/07/24.C Street Lighting Committee (5)
Cllr's Mark Hayball, Duncan Laing, Nina Mistry,
Sue Schofield and Helen Williams as Chairman of Finance
Committee.

102/05/08/24.C P3 Footpath Committee (3)
Cllr's Alan Langley, Nina Mistry and Sophie Hugh-Saunier
(Chairman) + Co-opted members of the parish as required.

102/05/09/24.C Place Plan Committee

All members of the Parish Council.

Resolved: that the above appointments are approved.

Parish
Clerk

103/05/24.C Appointment of Representatives to Outside Bodies and Organisations 2024/2025

103/05/01/24.C Recreation Partnership (2) + Reserve
Cllr's Andrew Cast & George Smith + Sophie Hughes-Saunier
as reserve.

103/05/02/24.C Area Committee SALC (2)
Cllr's George Smith and Helen Williams.

103/05/03/24.C Local Joint Committee LJC (1 + reserve)
Cllr's Sophie Hughes-Saunier + George Smith as Reserve.

103/05/04/24.C Oswestry Health Group (1)
Cllr Vivienne Fisher.

that the above appointments are approved.

Parish
Clerk

104/05/24.C Minutes

Resolved: that the minutes of the Meeting of the Parish Council held on Thursday 11th of April 2024 having been previously circulated be approved and adopted as a true record.

Chairman

105/05/24.C Urgent Items

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

106/05/24.C Public Session

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

107/05/24.C Parish Clerk's Progress Report

Derek Buchanan, Shropshire Council Traffic Officer, had reported that at the current time, Shropshire Council does not currently have a proactive strategy for the implementation of Quiet Lane schemes. Quiet Lane schemes are aimed at minor rural roads and are suitable for shared use by walkers, cyclists, equestrians, and motorists with no defined priority. They are intended to promote positive changes in user behaviour through community involvement and ownership.

Quiet Lane schemes are typically not a tool for traffic calming or to prevent rat running. They do not include enforceable restrictions that prohibit use by any vehicle or regulate speed and instead typically only have entry and exit signs. As the concerns are more around volume and speed of traffic along School Lane and Cottage Lane my initial thought is that a 'Quiet Lane' is unlikely to be an appropriate intervention to address this.

A further complaint had been received from a resident of Churchfields concerning limited parking for residents who now park over the kerbs and poor visibility around a corner due to overgrown hedges. Shropshire Council Highways would be asked to investigate.

Parish
Clerk

Following further investigations through other Town/Parish Councils a Parish Council Biodiversity policy would be presented to Council for adoption at the next meeting.

Parish
Clerk

108/05/24.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.

109/05/24.C St Martins Recreation Partnership

Tessa Lanstein had informed the Parish Clerk that there had been little progress to report since the last meeting. An update was presented at the meeting.

She had requested a 30-minute agenda slot at the July meeting so she can bring the Council up to date and take Counsel on the options considered viable.

Parish
Clerk

Cllr Andrew Cast joined the meeting at 19.30.

110/05/24.C Highway Issues

Still several potholes that have recently been reported have yet to be repaired including the state of the mud on the road in Bradford Lane and damage to the grass verges in this area, reported at the last meeting.

Parish
Clerk

Still no progress report on any investigations taking place on the safety issues at Escob Bridge or outside the school.

Parish
Clerk

111/05/24.C St Martins Amenities Fund

The Parish Clerk hoped to report on a proposed Pilot/Trial scheme for grass cutting in St Martins following a recent meeting with Juan Hernandez, Shropshire Council's new Alliance Executive Lead Manager for Street Scene. Many residents had brought to our attention the poor standard, and in some cases missed areas, of grass cutting. This is part of the KIER contract who we have now found out that KIER has sub-contracted this out. These areas are scheduled to be cut every four weeks but as of this May this has never been achieved.

Again, as part of the 'St Martins Amenities Fund' we were going to use this to provide extra cuts so that we had the grass cut every two weeks. We had appointed a contractor to either carry out these extra cuts, or even take on the whole contract, and despite a visit up to Shropshire from Shropshire Councils new Alliance Executive Manager for Street Scene, Juan Hernandez, who is still based in Devon, to discuss running a 'Pilot' scheme in St Martins, and a promised a decision on this Pilot before our May meeting, sadly we are no further forward.

Cllr Steve
Davenport

Part of this money will now be used to replace damaged street nameplates following a report from Shropshire Council Highways department that they are currently subject to essential spending only which has meant that any street name plate renewal works has been put on hold for the foreseeable future.

Parish
Clerk

112/05/24.C Street Lighting

The Parish Clerk reported that the removal of redundant street lighting columns on Overton and Ellesmere Road was still outstanding, although one had been removed, the levelling up of the newly installed columns on Overton Road was still outstanding.

Parish Clerk

New streetlights have been installed in Cottage Lane and Coopers Lane, now waiting for Scottish Power to connect the power.

Parish Clerk

113/05/24.C Financial Matters**Accounts for Payment**

BACS	Staff	Salary & Expenses	£1220.85
BACS	HMRC	PAYE & NI	£301.30
BACS	Nigel Thomas	Play Area Inspections	£26.00
BACS	Huw Manford	Litter Picking, etc.	£319.55
BACS	DM Payroll Services	Administration of Payroll	£120.00
BACS	Highline Electrical	New Street Lights	£16279.92
BACS	Auditing Solutions	Internal Audit & Report	£312.00
BACS	Cllr Sophie Hughes	St Martins 3P Group Equipment	£106.88
BACS	Contas	Playing Field Boards	£336.00
BACS	Contas	Arthans Pond Safety Signs	£161.26
BACS	Vision ICT	Cllrs Email Accounts	£312.00
BACS	Vision ICT	Website Hosting	£161.26
BACS	St Martins Village H	Room Hire	£36.00
DR	HSBC	Bank Charges	£8.00
DD	Veolia	Bin Emptying	£35.93

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

Parish Clerk

114/05/24.C Audit of Accounts

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

114/05/1/24.C Internal Audit

Cllrs noted the report and comments from the Internal Auditor. No actions were required.

114/05/2/24.C Annual Governance Statement

Resolved: To approve and sign off the Annual Governance Statement (Section 1 of the Annual Return) for the financial year ending 31st March 2024.

Chairman

114/05/3/24.C Accounting Statements

Resolved: To approve and sign off the Accounting Statements (Section 2 of the Annual Return) for the financial year ending 31st March 2024.

Chairman

115/05/24.C Planning

To consider the following planning applications.

Reference: 24/01583/FUL (validated: 22/04/2024)

Address: 56 Greenfields, St Martins, Oswestry, Shropshire, SY11 3AH

Proposal: Single storey extension to the rear to assist living conditions for a disabled occupant.

Parish Council Decision: Support

Parish Clerk

Reference: 24/01433/FUL (validated: 26/04/2024)

Address: Greenfields Farm, St Martins, Oswestry, Shropshire, SY11 3HH

Proposal: Extensions to main house and change of use part of paddock to domestic curtilage.

Parish Council Decision: Councillors agreed that they could not make any comment due to lack of detailed information in the application including no mention of a biodiversity policy. Once we receive this, we will make a comment, so that this stage the application should be refused.

Parish Clerk

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

Reference: 24/00628/OUT (validated: 21/02/2024)

Address: 55 New Ifton, St Martins, Oswestry, Shropshire, SY11 3AE

Proposal: Erection of single two storey detached dwelling

Decision: Grant Permission

116/05/24.C Shropshire Council.

Shropshire Cllr Steve Davenport said he continues to chase up the removal of the redundant street lighting columns in Ellesmere and Overton Roads and the safety issues outside the school.

Cllr Steve Davenport

117/05/24.C Funding various projects through CIL

The Chairman reported that the current position of funding various projects in the parish, including Escob Bridge, through CIL is still only an exchange of emails with various officers at Shropshire Council.

118/05/24.C North Shropshire MP Helen Morgan

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

Parish Clerk

119/05/24.C Shropshire Association of Local Councils (SALC)

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

120/05/24.C Members Reports

Cllr Sophie Hughes-Saunier reported on Community Climate Connectors training on the 14th May which she will attend.

It was reported that the salt bins at either end of School Lane are full of solid grit.

A pothole was reported in School Lane at its junction with Overton Road.

Concern was expressed over the untidy state of the garden around the Old School House on Overton Road.

Parish Clerk

Parish Clerk

Parish Clerk

121/05/24.C Next Meeting

Next meeting Full Council on Thursday 13th June 2024 @ 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 20.10 pm.

Signed
Chairman

Date