

St Martins Parish Council

Minutes of a Meeting of the St Martins Parish Council held on Thursday 10th May 2018 at 7.20 p.m. in St Martins Centre.

PRESENT: Cllrs A. Allum, A. Cast, M. Hayball, B. Herbert, J. Hoos, D. Laing, G. Pennington, L. A. Roberts, J. Sands, S. Schofield and J. Stevens.

Also in attendance: A police officer from West Mercia and the Parish Clerk.
In the Chair: Cllr G. Pennington.

The Chairman welcomed everyone to the meeting.

098/05/18.C Apologies for Absence

Apologies for absence had been received from Cllrs G. Fryer (poorly), J. Hodgson (working), N. Mistry (away) and H. Williams (other commitments). **These apologies were accepted.**

099/05/18.C Disclosable Pecuniary Interests

Cllr S. Schofield disclosed a non-pecuniary interest in item 111/05/18.C - Memorial Garden.

Resolved: to note that no other Disclosable Pecuniary interests were received on any item included on the agenda in accordance with Sections 50-52, Local Government Act 2000 and The Local Authorities (Model Code of Conduct) (England) Act 2001 and no applications for dispensations.

100/05/18.C Minutes

Proposed: Cllr D. Laing
Seconded: Cllr J. Hoos

Resolved: with 2 abstentions, that the minutes of the Parish Council meeting held on Thursday 12th April 2018 having been previously circulated be confirmed as a correct record, signed by the Chairman and adopted.

Chairman

101/05/18.C Public Participation

Resolved that with no members of the public present the Council moved on to the next item of business.

102/05/18.C Parish Clerk's Progress Report

Parish Council/St Martins Centre Contracts Review – 19th April 2018

Firstly apologies to Cllr J. Stevens as this should have been an agenda item. Their report is as follows;

Present

For the Trustees: - Sue Heard

For the Council: - Councillors Glenn Pennington and John Stevens

Apologies

None

1. Contract for Play Inspections

This contract runs for three years until 31st March 2020.

The contract is still working well and copies of the inspection reports are on file at the Centre and are now forwarded to the members of this group.

There are no outstanding issues that need to be addressed.

2. Contract for Litter Picking

Subject to a satisfactory review at March 2018, the new contract with Huw Manford will run for three years until 31st March 2020.

The first year of this contract has run smoothly and the contract has therefore been confirmed and will run until 31st March 2020.

There are reports of broken glass being dumped behind the football dugouts and of increased littering on the driveway hatched areas.

There are no outstanding issues that need to be addressed

3. Contract for Grass and Hedge Cutting

This contract is still running very smoothly with excellent service. This contract runs for three years until 31st March 2018.

This contract now needs to be renewed for a further three years.

4. Other Business

The Trustees are still considering the location of the recycling bins to see if a better balance of use might be achieved by repositioning them.

The Trustees are still fund-raising for their “Keeping Everybody Safe” project, but the installation of the new, greater capacity, CCTV system is complete. The remote camera covering the playing field behind Stan’s requires replacement and adjustment to give better visibility of the football dug-outs..

The current skateboard area is limited for space, so any further similar facilities should only be considered when developing the new recreation area as part of the Rhosyllan development. In the meantime it might be worth adding a “Cross Trainer” and a “Core Twister” in the current play area. Sue Heard will forward equipment details to the Parish Clerk and **we recommend that the Parish Clerk obtain cost quotations for supply and installation of these.**

The metal boundary fence at the front of the play area is “wobbly”. **We recommend that the Parish clerk asks the handyman to assess the cost of making the fence secure to carry out the work required if possible.**

The next meeting is scheduled for Thursday 19th July 2018 at 10:30 at the Centre.

Board of The Priory School Trust

This is a copy of a written response we have been waiting for.

Tuesday 8th May 2018

Dear Clerk

I write on behalf of the Board of The Priory School Trust, as the Executive Principal, to give the qualified consent to the right of community access to the recreation land through the school's main vehicle entrance. In my original letter addressed to you, the qualified reference drew attention to the following matter:- *That the management of this community access, during school operating hours (which are not necessarily restricted to the formal school day), is led by the Senior Leadership Team of St Martins School. This is not just to ensure that the school operation continues as we wish it to, but also from a safeguarding dimension - such access will be scrutinized very carefully by Ofsted and we will need to control the management processes associated with community access on school site.*

We discussed this matter on 27th March 2018. The draft minutes of that meeting (which will be approved in July at the next meeting, but which have through e mail agreement been confirmed, state:-

“It was resolved that the proposal be accepted subject to suitable access control being given.”

I trust that this letter provides a sufficient record and therefore represents a copy of the agreement to access the new recreation site through the appropriate part of the school site.

Please come back to me if you wish to raise any questions pertaining to this.

Yours sincerely Michael Barratt, Principal

General Data Protection Regulations

Yesterday I spent a full day with our appointed Data Protection Officer from DM Payroll Services Ltd to go through a list of our data the parish council processes and controls to run the council. Although there will be a lot of work to be carried out over the next few months I can confirm that we will be compliant with the new General Data Protection Regulations which will be applied from 25th May 2018. The Information Commissioner has been informed. Further updates will be forwarded to all Cllrs with required action sheet.

Wrekin Housing Trust

Steve Swann, Development Manager for the Wrekin Housing Trust applied to Shropshire Council on the 20th October 2017 for the £54,000 Community Led Grant money for the Bower Farm Phase 3. To-date he had not received this from Shropshire Council and is chasing this up.

Highway Issues

Following concerns expressed by Cllr N. Mistry and residents in Moors Lane over damage to the highway and verges from vehicles accessing the two new developments in this area, the planning officer has confirmed that the developers have advised that they have spoken to the builders in question reminding of the need to keep the lane clean and to be mindful of the hours of operation. We have been advised that they understand the concerns raised and wish to reassure all parties that they take this responsibility seriously. However the planning officer has reiterated as stated in a previous letter that there are no specific planning conditions relating to these issues which could be enforced.

Next Meeting(s)

14th June 2018 - Full Council meeting at 7.00 pm.

103/05/18.C Police Report

The Chairman welcomed PCSO Pete Roberts from Oswestry Police Station to the Meeting. Pete went through the latest crime report and figures for April which had been received and distributed to all Cllrs. He added that they are trying to get a mobile police station to visit the village when it becomes available for this area.

Police issues raised by Cllrs included Community Speed Watch Training date required, Oak Drive – still parking vehicles on verge by Post Box, concern over lack of police presence in village, need to monitor vehicles going on wrong side of mini island by Stans and also the speed of traffic coming from Gledrid Roundabout to try and beat traffic lights outside Bank Top Industrial Estate. Pete agreed to take these issues back to the police station and report back.

At this point Cllrs D. Laing & S. Schofield left the meeting.

104/05/18.C Oak Drive

Following further concerns over the state of some gardens belonging to rented properties from Star Housing and cars and a van parking on the footpath in Oak Drive including making access to the post box impossible, Tom Pawley, Housing Officer had come back and said that he had discussed with his colleague who he had tasked with visiting the area, identifying properties which were a cause for concern, and tackling those issues. She had reported that at her visit on 20th February and 8th March and found one property which was a cause for concern (due to furniture in the front garden). A letter was sent and this issue appears to have been resolved. He was conscious that residents may have some properties which they feel are unsuitable, and that what's expected of a tenant from us as a landlord and what's desired by local residents may differ. With this in mind he suggested a meeting with our Cllrs and a representative of the residents of Oak Drive and we can carry out a walkabout to identify which properties in particular they are concerned about. Agreed Cllrs A. Allum, G. Pennington and B. Herbert who would contact the residents who had expressed concern to attend a meeting.

Parish
Clerk

Cllr S. Schofield returned to the meeting.

105/05/18.C Financial Matters

105/05/18.1 Accounts for payment;

BACS	E Davies	Salary & Expenses	£1301.32
BACS	Highline Electrical	Street Lighting Survey	£546.00
BACS	Highline Electrical	Street Lighting Repairs	£76.80
BACS	Nigel Thomas	Play Area Inspections	£36.00
BACS	Huw Manford	Litter Picking & Cleaning Contract	£223.45
BACS	Vision ICT	Web Hosting	£150.00

Proposed: Cllr A. Cast **Seconded:** Cllr J. Hoos

Resolved: with two abstentions that the above payments be authorized.

Parish
Clerk

105/05/18.2 Income

There had been none since the last meeting.

105/05/18.3 Bank Statements

These were on file and noted.

105/05/18.4 Insurance

Came & Company had quoted for a further three year contract for our insurance with Inspire of £1,372.24.

Proposed: Cllr A. Cast **Seconded:** Cllr J. Hoos

Resolved: that the above insurance cover be approved.

Parish
Clerk

105/05/18.5 Grants

A grant application had been received from Ifton Meadows Management Committee for £500 towards a fun/nature day to mark their 40th anniversary of Ifton Meadows becoming a Green Space.

Proposed: Cllr S. Schofield **Seconded:** Cllr A. Cast

Resolved: that the above grant be approved.

Parish
Clerk

Cllr D. Laing returned to the meeting.

The Chairman reminded Cllrs that should they wish to leave the room during a meeting it would be courteous if they notified the Chair.

Acton**106/05/18.C Planning****Current Planning Applications****Reference:** 18/01959/VAR (validated: 03/05/2018)**Address:** Ifton Heath Former Primary School, Overton Road, Ifton Heath, St Martins, Oswestry, Shropshire, SY11 3DH**Proposal:** Variation of Condition No.1 attached to permission 17/01284/VAR to allow for the family to remain on site for a further temporary period of twelve months.**Resolved that although the parish council supported this they had concerns that Shropshire Council who have a legal position to house this family seem to be doing little to look for an alternative site for this family.**Parish
Clerk-----
Schedule of additional planning application(s)**Reference:** 18/02019/OUT (validated: 09/05/2018)**Address:** Land Adjacent To, 69 New Ifton, St Martins, Oswestry, Shropshire, SY11 3AA**Proposal:** Outline application (all matters reserved) for the erection of one dwelling.**Resolved to support this application although access to the site was of concern.**Parish
Clerk-----
Planning decisions and recommendations of the planning authority.

There were none.

107/05/18.C Community Sports Hub

Cllr A. Cast reported that Iain Hill-Trevor from the Brynkinalt Estate had forwarded the following survey reports which had been passed on to our consultants.

- Topographical Survey (A full site levels survey)
- Geotechnical Survey (Detailed ground investigation including bore holes, soil analysis, lab testing and an assessment of the stability of the land and drainage capacity)
- Utilities search (Typically commissioned at the same time as the geotechnical survey which will identify all local services and connections).
- Electrical capacity survey (An assessment of the existing power supply and review of connectivity for the new floodlighting system).

The first draft regarding a possible layout for the sports hub had now been received but information on the changes to the Section 106 agreement had still to be clarified.

Parish
Clerk

		<u>Action</u>
108/05/18.C	<p>Shropshire Council</p> <p>Cllr's noted correspondence received from Shropshire Council since the last meeting.</p> <p>The Chairman expressed concern over the lack of response from Officers, our Ward Member and the Leader of Shropshire Council on a number of outstanding issues.</p> <p>As regards Shropshire Councils proposed process which appears to remove both Shropshire Council elected members and local Town/Parish Cllrs from the consultation and decision process on CIL Local Fund money, Corrie Davies has been asked to forward any relevant information on submitting an "Expression of Interest" to the Parish Clerk.</p>	Parish Clerk
109/05/18.C	<p>Street Lighting</p> <p>The Parish Clerk to arrange a meeting of the Street Lighting Committee to consider the next stage of LED lighting. A survey of all street lights had now been completed by Highline Electrical which would be forwarded to all Cllrs. A breakdown of costings would now be required on the different options for these conversions.</p>	Parish Clerk
110/05/18.C	<p>Shropshire Association of Parish/Town Councils (SALC)</p> <p>Members noted correspondence received from the County Secretary.</p> <p>The Parish Clerk reported on Local Council Award Scheme. The Parish Council has now registered with NALC for the Local Council Award Scheme at the Foundation Level. The Chairman asked the Parish Clerk to keep a record of any additional hours this work would involve.</p>	Parish Clerk
111/05/18.C	<p>Memorial Garden</p> <p>Cllr S. Schofield suggested a new position for the 3 tire planter towards the side of the bench and sign following the Parish Council's approval to the statue of the 'Miner of the 60's' being erected on the Memorial Garden.</p> <p>Proposed: Cllr L. A. Roberts Seconded: Cllr A. Cast</p> <p>Resolved: that Cllr S. Schofield has delegated powers to oversee this work.</p>	Cllr S. Schofield
112/05/18.C	<p>War Memorial</p> <p>The Parish Clerk reported that The War Memorial Restoration Company had confirmed that they would get the Memorial pressure cleaned within the next three to four weeks.</p>	Parish Clerk

113/05/18.C Correspondence

All items of correspondence had been circulated to all Members via email since the last meeting. Additional items of correspondence included;

- Local Health Services
- New Saints FC
- The Keys PH
- Oswestry Health Group
- Stans Drains
- Local Connection
- Clerks & Councils Direct

114/05/18.C Members Reports

Cllr A. Cast reported that the phasing of the temporary traffic lights on Moors Bank were wrongly set. He also expressed concern over increase in residents at Tradfield House.

Parish Clerk

Cllr J. Hoos asked if Star Housing could be contacted regards the hedge at 27 Moors Bank being cut back from the adjacent footpath.

Parish Clerk

Cllr L. A. Roberts asked if a summary of vehicles per hour through village could be obtained.

Parish Clerk

Although KIER had now taken over from Ringway as Shropshire Council’s main highways contractor concern was expressed over the state of some of the repairs to pot holes and grass cutting which was not up to the standard expected especially in and around a number of play areas.

Parish Clerk

115/05/18.C Next Meeting(s)

Members noted that the next meeting(s) of the parish council will be;

Full Council meeting 14th June 2018 in St Martins Centre starting at 7.00 pm.

There being no further business the Chairman thanked everyone for their attendance, and declared the meeting closed at 20.56 p.m.

Signed Date

Chairman