

St Martins Parish Council

Minutes of a Meeting of the St Martins Parish Council held on Thursday 14th June 2018 at 7.00 p.m. in St Martins Centre.

PRESENT: Cllrs M. Hayball, B. Herbert, J. Hoos, D. Laing, N. Mistry, G. Pennington, L. A. Roberts, J. Sands, J. Stevens and H. Williams.

Also in attendance: Shropshire Cllr Steve Davenport, two police officers from West Mercia, a representative from the press and the Parish Clerk.

In the Chair: Cllr G. Pennington.

The Chairman welcomed everyone to the meeting.

116/06/18.C Apologies for Absence

Apologies for absence had been received from Cllrs A. Cast (holiday) G. Fryer (poorly), J. Hodgson (holiday) and S. Schofield.

Proposed, seconded and carried that these apologies are accepted.

117/06/18.C Disclosable Pecuniary Interests

Resolved: to note that no 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.

118/06/18.C Minutes

Proposed: Cllr D. Laing

Seconded: Cllr L. A. Roberts

Resolved: **with 1 abstention, that the minutes of the Parish Council meeting held on Thursday 10th May 2018 having been previously circulated be confirmed as a correct record, signed by the Chairman and adopted.**

Chairman

119/06/18.C Public Participation

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

120/06/18.C Parish Clerk's Progress Report

Action sheet to be circulated to all Cllrs.

Police Issues

Kate Le'Clere has reported that if there is an issue with the mini island in St. Martins by Stans Superstore, this could be down to engineering, I would advise you to contact Highways in relation to this. She had added that if the phasing of Traffic Lights outside Top Bank Estate needs adjusting, this is also an issue for Highways.

Parish Clerk

Action**Highway Issues**

With regard to 27 Moors Bank; this is a property managed by STAR Housing. They have looked at the hedge and will ask the tenant to take appropriate action. Pot hole repairs continue along with grass cutting in areas that were in Shropshire Councils planned schedule last year.

Regarding safety issues as a result of vehicles parking in the parking bay area on Church Lane, St Martin's near the junction with Oak Drive. David Gradwell from Shropshire Council has stated that the only way of prohibiting parking at this location would be by the introduction of parking restrictions such as double yellow lines. In order to do this, there is a statutory consultation process we have to go through, as the introduction of parking restrictions such as double yellow lines requires the making of a legal Traffic Regulation Order (TRO). I am happy to add this request to the list of TRO requests for the North West area, however, the future progression of this request will be subject to available funding and prioritisation against other requests on the list.

Stans Field

The new litter bin has now been installed by the dugout. *Emptying to be added to Handyman's Contract for litter picking this area.*

Parish Clerk

Hanging Baskets

Neil Rheade has now planted and put up the hanging baskets along Overton Road. These are now being watered on a regular basis as per last year. *Handyman to plant and water barrel and three tier planter in Memorial Garden and added to his contract for maintaining this area.*

Parish Clerk

Next Meeting(s)

12th July 2018 - Full Council meeting at 7.00 pm.

121/06/18.C Police Report

The Chairman welcomed Claire Greenaway and Kate Le'Clere from Oswestry Police Station to the meeting. Kate went through the latest crime report and figures for May which had been received and distributed to all Cllrs.

Police issues raised by Cllrs included concerns over recent break-ins around Ellesmere and Dudleston Heath areas, further accidents on mini island by Stans Superstore and lack of reporting of these incidents to the police and speeding issues outside the school. With regard to the incidents at the mini island, Cllrs expressed concern that Shropshire Council also have no records of this with Shropshire Cllr S. Davenport requesting the police perspective on this especially with regard to HGV's.

Kate Le'Clere

The Chairman thanked both officers for attending, their input into the meeting and hopefully a response to the issues raised for our July meeting.

Action**122/06/18.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 met with Cllrs B Herbert and G Pennington, and 2 residents of Oak Drive, to look at concerns on Oak Drive. During this meeting Tom drew up a list of the concerns and what action he would take on behalf of STAR Housing, which had been circulated to all Cllrs. Tom would be asked for an action update for the July meeting.

As regards the parking issue Tom suggested it would be beneficial for the Parish Council perhaps in conjunction with Cllr S. Davenport (as local member of Shropshire Council) to make a formal request to Highways for the required Traffic Regulation Order rather than STAR Housing. His reason for suggesting this is that he felt it would carry more influence and show that this is a concern raised on behalf of residents if it were to come from the Parish Council as an elected organisation. This was agreed.

Parish Clerk

123/06/18.C Financial Matters**123/06/18.1 Accounts for payment;**

BACS	E Davies	Salary & Expenses	£397.75
BACS	HMRC	PAYE	£567.82
BACS	Cllr G. Pennington	1st Qtr. Chairman's Allowance	£100.00
BACS	Nigel Thomas	Play Area Inspections	£24.00
BACS	Huw Manford	Litter Picking & Cleaning Contract	£223.45
BACS	D M Payroll Ser	GDPR	£480.00
BACS	Neil Rheade	Hanging Baskets	£950.00
BACS	Broxap	Litter Bin	£228.00
BACS	Agritel	Cllrs Paper	£70.32
BACS	Audit Solutions	Internal Audit	£240.00
BACS	Stans Superstore	2nd Qtr. Field Lease	£375.00
BACS	Vision ICT	Web Hosting	£150.00

Proposed: Cllr D. Laing **Seconded:** Cllr N. Mistry

Resolved: that the above payments be authorized.

Parish Clerk

123/06/18.2 Grants

A grant application had been received from St Martins Football Club for £500 towards branding their team mini bus for away travel.

Proposed: Cllr H. Williams **Seconded:** Cllr J. Hoos

Resolved: that the above grant be approved.

Parish Clerk

Action

123/06/18.3 Income

There had been none since the last meeting.

123/06/18.4 Bank Statements

These were on file and noted.

123/06/18.5 Street Lighting

Cllrs were asked to consider renewing the joint energy agreement with Shropshire Council for 2018/19. The new annual charge will be £4301.20 plus VAT.

Proposed: Cllr N. Mistry **Seconded:** Cllr L. A. Roberts

Resolved: that the joint energy agreement with SC is renewed.

Parish Clerk

124/06/18.C Annual Return

124/06/18.C Annual Governance Statement

Proposed: Cllr N. Mistry **Seconded:** Cllr H. Williams

Resolved: that the Annual Governance Statement (Part 1 of the Annual Return) be approved and signed off.

Parish Clerk

124/06/18.C Internal Audit

Members noted the comments from the Internal Auditor and actions required.

Parish Clerk

125/06/18.C Accounting Statements

Proposed: Cllr N. Mistry **Seconded:** Cllr L. A. Roberts

Resolved: that the Accounting Statements (Part 2 of the Annual Return) for the financial year ending 31st March 2018 be approved and signed off.

Parish Clerk

125/06/18.C Planning

Current Planning Applications

There were none.

Schedule of additional planning application(s)

There were none.

Planning decisions and recommendations of the planning authority.**Reference:** 18/01299/FUL (validated: 22/03/2018)**Address:** 48 School Lane, St Martins, Oswestry, Shropshire, SY11 3BX**Proposal:** Erection of a single storey rear extension**Decision:** Grant Permission**Reference:** 17/04755/FUL (validated: 13/10/2017)**Address:** Bank Top Industrial Estate, St Martins, Shropshire**Proposal:** Demolition of existing units**Decision:** Grant Permission**126/06/18.C General Data Protection Regulation (GDPR)**

The Parish Clerk gave an update on the new GDPR and actions required including Cllrs email addresses.

Following the review of our General Data Protection Regulations (GDPR) our appointed Data Protection Officer (DPO) advised that Cllrs using personal email for council use there is;

- *No assurance that data is secure.*
- *GDPR states all data should be kept securely.*
- *Damage to reputation and possible fine if breach occurs.*

Cllrs questioned what are we trying to protect and what is the benefit as anyone can hack into their own personal computers and they are not going to provide every Cllr with their our iPad. Our DPO would be asked to explain.

Parish Clerk

127/06/18.C Community Sports Hub

The Chairman said they had a meeting with Iain Hill-Trevor from the Brynkinalt Estate tomorrow.

128/06/18.C Shropshire Council

Cllr's noted correspondence received from Shropshire Council since the last meeting.

A number of issues were raised and the following actions agreed;

- Contact Andy Wilde at Shropshire Council over design work for mini roundabout by Stans Superstore.
- Outside St Martins School - Instruct David Gradwell at Shropshire Council to process a Traffic Regulation Order (TRO).

Parish Clerk

Parish Clerk

- Contact Shona Butter at Shropshire Council ref Old Moors Lane in St Martins, now recorded as an unclassified County Road, change to bridle way or into a public footpath

ActionParish
Clerk

Cllr J. Stevens then explained his reading of the latest CIL document. Shropshire Cllr S. Davenport said it would be a joint members/staff decision on how this money was allocated.

129/06/18.C Street Lighting

Cllrs reported light No 4 in Ellesmere Road not working. As regards the light in Colliery Road, Cllrs to report back on whether this was still not working. The Parish Clerk was instructed to obtain a further quotation from Eon for conversion of all lights to LED.

Parish
Clerk**130/06/18.C Shropshire Association of Parish/Town Councils (SALC)**

Members noted correspondence received from the County Secretary. There were no issues to raise with the association.

131/06/18.C War Memorial

Although the War Memorial Restoration Company had confirmed that they would get the Memorial pressure cleaned within the next three to four weeks, this had now been delayed due to further investigations by them on their quotation.

The Parish Clerk was instructed obtain a third quotation for cleaning the War Memorial and agreed to give delegated powers for Chairman, Vice Chairman and Cllr J. Stevens to select appropriate contractor for this work.

Parish
Clerk**132/06/18.C Correspondence**

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

- Planning Decision
- Gobowen Central
- Churchfields Play Area
- RoSPA Annual Inspection (*Notify Huw Manford*)

Parish
Clerk**133/06/18.C Members Reports**

Cllr M. Hayball reported a pot hole just after Ifton School.

Parish
Clerk

Cllr D. Laing reported a pot hole by Griffin Farm.

Parish
Clerk

Cllr J. Stevens reported pot holes in Colliery Road. He added that although the standard of repairs was good, there were still areas marked out that had not been repaired.

Parish
Clerk

Cllr H. Williams reported that the lettering on both Ifton View signs need repainting.

Action
Parish
Clerk

134/06/18.C Next Meeting(s)

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

Full Council meeting 12th July 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 20.48 p.m.

Signed Date

Chairman