

CLUN with CHAPEL LAWN PARISH COUNCIL

Before the start of the Parish Council Meeting the Chairman invited any comments or questions from the members of the public who were present.

Mr Thorpe informed the meeting that the light along the path to the Memorial Hall was not working but he was attending to the matter. The Chairman thanked him for doing this.

Minutes of the Parish Council Meeting held at the Community Rooms, Hazelhurst Close, and Clun on Thursday, 23 September 2004 at 7.30 p.m.

In attendance: Chairman Mrs B Vesty, Councillors N Appleton-Fox, Mrs V I Sherring, K Terry and Mrs S J William's, M J K Smith, C Pendry and Mrs S Dowell.

Apologies for absence Cllr Mrs S Smith, R Jameson and L Bird had written to the Chairman offering his resignation. It was therefore noted that we now had a vacancy to fill. Cllr S Bird was absent and had not sent any apologies. Council were concerned at the lack of attendance from him in recent months and the Clerk was asked to check on his attendance record and confirm the procedure for such absences.

Declarations of interest.

In accordance with Parish Councils (Model code of conduct) order 2002 issued under the Local Government Act 2000. The following were declared.

Declarations of Personal interest: Cllrs Vesty and Appleton-Fox – Bus Shelter

Declarations of Prejudicial Interest: None

Approval of previous minutes.

Proposed by Cllr K Terry and seconded by Cllr J Williams

Minute 04-05-37 It was resolved to approve the minutes of this meeting.

Continued business.

Six Bells Planning. A reply had been received from Government Office and also a copy of a letter sent to the MP from the Minister for Housing and Planning. They both confirmed that South Shropshire District Council was correct in allowing planning on the site. Councillors noted these comments and explanation.

Bridge Car Park. Mr Bryant had eventually replied saying that SSDC were not in a position to undertake any capital work or even have sufficient funding for enhancing the present car park.

Town Hall Roof. Clerk had contacted several builders to obtain additional quotes, to no avail. She would however continue to try.

Ford Street Light. Although ordered from MEB Contracting this had still not been done. Clerk would contact contractor to find out the position.

Clerks Contract. Chairman was working on this but was awaiting some information from SALC.

Clun Website. Clerk reported that Minutes from February – June 2003 were now available on the Website. Councillors were asked to agree as to what additional information went on the site. Cllr Appleton-Fox proposed and Cllr Dowell seconded that all details i.e. name, contact details and sub committee membership be made available on the site. Members present felt that email addresses should only be listed if individual members agreed. Cllr Sherring reminded members of the necessity for Data Protection forms to be completed. Chairman said she could provide details of a form to the clerk. It was also decided that when the information had been put on the Website the clerk should notify the local press

Minute 04-05-38 It was resolved that clerk provide contact details to Mrs Thorpe for the Website and that she should then notify the press of the Parish Council link on the Clun Website.

Junior Football Club – re. Extension to the football pitch. The football club had provided no further information. Peter James as a trustee of the Memorial Hall had sent a letter to the clerk reminding Councillors of the situation regarding any infilling of the pool area. The meeting was adjourned for him to enlarge on this matter. The meeting was recommenced and it was agreed that until further

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details were received no discussion was possible and it was also noted that the matter had nothing to do with the Parish Council but with the trustees of the Memorial Hall trust.

Cemetery Committee report regarding review of charges. The details of the proposals had been circulated to Councillors with their agenda. Cllr Jameson was unable to be present and had asked if discussion on the matter could be deferred until the October meeting

Minute 04-05-39 It was proposed by Cllr Appleton-Fox and seconded by Cllr Sherring that the review of Cemetery charges be deferred until the next Council Meeting.

Clun Memorial Hall and Playing Fields representative – clarification of duties. Clerk had written to the Charity Commission for clarification on the duties and responsibilities of Trustees of the Memorial Hall. A reply had been received and copy circulated to councillors with their agenda. It stated that the Trustee must act independently of the local authority who

had elected them but in the best interests of the charity even if this conflicts with the view of the local authority appointing them.

7. Clun Memorial Hall & Playing Fields. A letter regarding ownership of land had been received from the trustees of the Memorial Hall asking for clarification. It appeared that the transference of the children's play area might have been omitted when ownership was passed to the Hall Trustees. Clerk had inspected the deeds but needed legal advice on remedying the situation. In the first instance it was suggested that the solicitor at South Shropshire District Council be contacted for his advice.

8. Publication of Draft Minutes and agreement on press releases. After discussion it was proposed by Cllr Appleton Fox and seconded by Cllr Terry that the clerk should continue to place draft minutes on the notice board and provide two copies at Clun Post Office. They should be very clearly marked DRAFT COPY.

Minute 04-05-40 It was resolved that draft minutes should be provided prior to their approval by Council

The Clun Chronicle had arranged for Mrs D Thorpe to undertake press coverage of council meetings for publication each month.

9. ROWEC A request had been received from Peter James that two new volunteers are co-opted onto the Rights of Way and Environment Committee. It appeared that this was necessary to be adequately covered for insurance when they were undertaking voluntary work on Rights of Way.

Minute 04-05-41 It was resolved that Graham Newton and Keith Robinson be co-opted onto the committee. Proposed by Cllr Sherring and seconded by Cllr Williams.

10. Parish Officer Scheme A discussion on the merits of such a scheme followed. Some councillors thought that the money could be better spent on youth provision. It was agreed that further information should be obtained for further discussion.

11. Highways. Clerk reported that District Surveyor had indicated that heavy lorries were causing the damage to High Street pavements. He also said that the missing signs and waste bins would be replaced.

Lights. The light at the Bridge car park was still out of order. This had been reported on numerous occasions. This light was the responsibility of the District Council and clerk would report the matter again. The street light at the Post Office was also not working. This was a County Council light and would be reported by the clerk.

Public Toilets. A Councillor noted that on Clun Show Day the public toilets were closed before the end of the show. Clerk was asked to write to Show Committee suggesting that they as organising committee ask relevant authority to extend the opening on that day.

Public Seats. The seat at Waterloo had been repaired and Chairman would arrange for the repair of the damaged seat at Bridge car park.

12. Planning. One application for tree works at 22 Newport Street was supported.

Notice of applications approved were noted as follows:

Little Pen-y-Wern erection of a conservatory

The Coalyard Clun – Erection of two dwellings

Painswick High Street – extension

Cllr Pendry gave a brief update on the Local Plan.

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13. Health & Safety – Foul Vents. Severn Trent had still not replied to the complaint. Cllr M Smith said they were dangerous as they were severely corroded. He provided a drawing of the vents showing the problem and he felt that the Health and Safety Executive should be informed.

Minute 04-05-42 It was resolved that the clerk should write to Severn Trent to say that it the problem with the foul vents was not addressed the Health and Safety Executive would be informed.

14 Chapel Lawn Telephone Kiosk. Whilst Council were in recess BT had written to council proposing removal of the telephone from Chapel Lawn. An objection had been made on the Councils behalf and from many others. BT had now decided not to remove the telephone.

15 Finances

Account balances as at 22 September 2004 are as follows:

| | |
|----------------------------|----------|
| Treasurers Account | 1190.46 |
| Money manager Account | 16090.81 |
| COIF Money Master | 143.80 |
| Leek Building Society ROWE | 763.14 |

| | |
|------------------------------------|---------|
| Bills paid since July meeting | |
| P Greary (Internal Auditor) | £141.00 |
| P J Smith July Salary and expenses | £226.88 |
| A Wallace | £24.00 |
| IR Paye | £168.64 |
| RG Smith (wasps nest) | £25.00 |
| Redlake Valley Village Hall – Rent | £9.00 |
| A Wallace | £36.00 |

| | |
|--------------------------------------|---------|
| Office Express | £7.61 |
| Allianz Cornhill | £43.76 |
| Pirelli Cable (Maintenance) | £581.63 |
| P J Smith August salary and expenses | £364.16 |

Bills for payment 23 September 2004

| | | |
|-----------------------------------|---------|--|
| R Tortoriello | | |
| Cemetery grass cutting July & Aug | | £630.00 |
| Clerks Salary | | £238.56 (this includes extra work for Standards Board) |
| Postage | £ 14.07 | |
| travelling | £ 38.40 | £291.03 |
| A Wallace | | £ 60.00 |
| Sebunctious Promotions (Website) | | £ 92.00 |
| Enterprise South West Shropshire | | £ 15.65 |
| Office Express | | £ 9.58 |

Leek Building Society Account

P James (expenses) £22.35

Minute 04-05-43 Bills paid during recess were noted and it was resolved that payments due be paid.

Clerk had prepared an up to date budget sheet for the current financial year and this was discussed.

Audit requirements. Auditors had asked for some additional information from the council and the internal auditor. They required confirmation from the council that the council was dealing with matters as suggested after last year's audit. The council had looked at the risks involved and addressed any shortfalls.

They had increased the amount of Fidelity insurance in line with the auditor's suggestion. In addition cheque signatories were initialling cheque stubs and invoices before signing cheques. A member of the council who was not a cheque signatory would make periodic checks on the bank balances.

16. Correspondence

A list of correspondence was noted and dealt with as follows.

SS Housing Association Local connection form - Completed

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Bishops Castle Tourism Group Request for funding for Clun Forest Shuttle Bus – Cllr Pendry informed meeting that funding had already been obtained.

Letter from MP re Church Street Bus Shelter - Cllrs Vesty and Appleton-Fox declared a personal interest in this item. This letter had been circulated to councillors. A letter had also been received from the Conservation officer Mr C Richards of SSDC asking for a representative of the Parish Council to attend a meeting to discuss the bus shelter issue. He had indicated that the meeting was on the instigation of the MP, although the MP had subsequently denied this. It was agreed that the Clerk should attend if she was available to do so. Councillors were of the opinion that the bus shelter had been erected within their legal powers, in "good faith" and for the benefit of all the children in the parish and at no cost to ratepayers. They had subsequently fully considered and discussed the complaints regarding its erection and they felt that particularly in view of the Standards Board and other current investigations no further discussion of this matter would be appropriate.

Minute 04-05- 44 It was resolved that there should be no further discussion on the bus shelter.

Bishops Castle Marches Partnership request for nomination of representative. Mrs Thorpe had written to the Clerk offering to be the representative.

Minute 04-05 –45 It was resolved to nominate Mrs Dilys Thorpe as representative for the Parish. Proposed Cllr Pendry and seconded by Cllr Sherring. .

SSDC notification re: Wheelie Bins for South Shropshire. Meeting briefly adjourned for Cllr N Hartin to speak on this issue.

Letter from Jennifer Cunningham re erection of a seat in memory of her mother Mrs Tuck.

Minute 04-05-46 Councillors resolved to agree to the placing of a seat in Nurse Tuck's memory.

Wasteless Society had requested a member of the council to attend their meeting on 14 October. Chairman hoped to attend. Clerk informed meeting that Mr G Yapp had hoped to be present this evening to ask a question at the beginning of the meeting regarding a recycling site in Clun that had been discussed some years ago. Matter would be put on the next agenda.

A letter had been received from Mrs Horner offering to send a summary of the meetings for publishing in the Clun Chronicle. She would not be able to attend but would do so from the minutes. It was noted and she would be thanked but arrangements had already been made.

Six markets towns initiative - minutes of meeting held in Bishops Castle on 27 July. Council decided not to participate in this.
SCC Notification of Off Road Motor Sport Event Colstey - meeting briefly adjourned for Peter James to ask a question on this

notice.

The following correspondence was noted.

Standards Board notification of recent decisions and Minutes of Standards Committee

Draft Code of Conduct & Review of political involvement of employees – noted.

COIF report and accounts

SCC Review of communications - questionnaire

SCC Draft Street Lighting Policy

Festival of Rural Community Action September 25th

Clerks Clippings - Training Courses and other items

SSDC Destination Management Partnership for Shropshire

SCC Local Transport Plan for Shropshire

SSDC Electoral Registration

SSDC Request for identification of possible gypsy/travellers sites within the Parish

Details of new Licensing Act 2003

Details of Craven Arms Market Towns programme

Next meeting to be held on 28 October 2004

The meeting closed at 9.30 p.m.