

CLUN with CHAPEL LAWN PARISH COUNCIL

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

Mr Ken Fox requested information from the archives regarding Blackwell Brook. The Chairman said that the information would be made available subject to a written request stating what was required and providing as much information as possible to allow the clerk to locate the information. Mr Fox was also informed there might be a charge for the service.

Minutes of the Parish Council Meeting held at the Community Rooms, Hazelhurst Close, and Clun on Thursday, 27 January 2005 at 7.30 p.m.

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

Apologies for absence. Cllr K Terry's apologies were accepted.

Chairman's opening remarks. She informed the meeting that it was being recorded.

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: None

Declarations of Prejudicial Interest: None

Approval of minutes of the meeting of 25 November 2004

Proposed by Cllr M J Smith and seconded by Cllr C Pendry

Minute 04-05-63 It was resolved to approve these minutes.

Continued business.

Vacancy for Councillor. The two vacancies had attracted two applicants, Mr S Blood and Mrs J Devaney. It was proposed that they both be co-opted. Proposed by Cllr Williams and seconded by Cllr Dowell.

Minute 04-05-64 It was resolved that Mr S Blood and Mrs J Devaney be co-opted.

They then signed the declaration of acceptance and joined the meeting.

Town Hall Clock. The clock was still incorrect and it was proposed that the clerk approach the installer of the clock to arrange for it to be reset.

Minute 04-05-65 It was resolved unanimously that the clerk should arrange repair/resetting of the Town Hall clock.

Ford Street Light. This has still not been fitted and the clerk would once again contact MEB Contracting regarding the delay.

Clun Memorial Hall & Playing Fields – Custodial Trustees Dispensation. The clerk had written to the local Standards Committee requesting the necessary dispensation, this had now been received.

Memorial Hall & Playing Fields, Legal Matters. Mr Medlicott had replied to the Council on this matter. A copy of the letter had been circulated to members. Several matters needed to be clarified. He would arrange a new Declaration of Trust relating to all the property. He asked for the names of two persons to sign on behalf of the Parish Council. It was agreed that the current Chairman and Vice Chairman would be the most appropriate. He also needed an approximate value of the property to assess the Land Registration fee. Council felt that this should be £50,000. Mr Medlicott had also provided a plan of the land, showing the boundary line which he required confirming as correct. The meeting was temporarily adjourned whilst members of the public involved with the Hall, Mr P James and Mr J Thorpe inspected the map. The meeting restarted and Council agreed that the map was correct. With regard to the queries regarding the footpaths Peter James (Clun P3) confirmed that Path 49 Castle Street to Guilden Down was a public right of way. Whereas he believed Path 48 from Newport Street to the Memorial Hall belonged to the District Council with the Parish Council responsible for its maintenance. He would confirm the status of these paths with the clerk.

Minute 04-05-66 It was resolved that clerk should reply to Mr Medlicott providing these details.

Health and Safety – Foul Vents. The clerk had written once again written to Severn Trent and sent copies to the Health & Safety Executive, Water Voice Central and the MP. The matter had been investigated by Water Voice and as a result Severn Trent had replied saying that they had inspected the vents and they appeared from a visual inspection to be sound and requiring no remedial action. Mr Slater, who had knowledge of Health & Safety matters, had discussed the problem with Cllr M Smith and after inspecting the vents had contacted a Mr Tim Wood at Severn Trent and suggested to that in his opinion, Severn Trent should inspect and repair the vents. Severn Trent informed Mr Slater that the vents had been looked at some time ago. Severn Trent had wished to remove the stacks but work did not commence as the stacks were listed and the Conservation Officer for South Shropshire would not allow removal only renovation. Cllr M Smith was now in direct communication with Mr Wood and an update would be given at the next meeting.

Bridge Post-box. The clerk apologised for her error in misleading people into thinking that Mrs Slater had suggested the site for relocation. Two more letters had been received regarding the relocation of the Post Box. A letter had been received from Royal Mail who said that in their opinion to re-site the box outside Clun Post Office would not be suitable, due to the close proximity to Clun Bridge and the road junction. The most suitable site they considered to be in the vicinity of the bus stop in

Church Street. A discussion followed. Cllr M Smith said Mrs Bradbury had suggested that it go outside the Post office but at the end of her property, furthest from the bridge, she was also prepared to pay towards the cost of the box. This was thought not to be a suitable site, as it would cause parking problems and obstruction to the bridge. Mrs Bradbury had also asked for an A4 size box. The clerk had already asked Royal Mail about this possibility and they had said they were unable to provide a box with a bigger aperture for security reasons. After further discussion it was proposed by Cllr Appleton-Fox that the clerk write to Royal Mail agreeing that the best place for re-siting the post-box was near the bus shelter at the bottom of Church Street.

Minute 04-05-67 It was resolved that the clerk should write to Royal Mail agreeing that the bottom of Church Street was the most suitable.

Youth Club Financial support Clerk confirmed that the money could be treated as a grant but advised that the payment be split between two financial years. It was proposed by Cllr Pendry and seconded by Cllr Dowell that £750 be paid now and the balance in April. The Youth Club would be asked to give details of how the money was spent.

Minute 04-05-68 It was resolved to pay the Youth Club £750 in January and £750 in April.

Damaged seat at Clun Bridge. Cllr Pendry reported that a tourism grant had been applied for to pay for this and other seats in the town.

Recording Machine. This had been purchased.

6. Audit Requirements for 2003/4

Clerk read the letter listing requirements made by the External Auditors. The necessary documentation requested had been done by the clerk and copies had been circulated to councillors.

The various questions were considered and the clerk was requested to answer as follows.

The alterations to the figures to include the COIF funds were approved. It was considered that the Council's assets total should be the same as the insurance value and that the Internal Control Checklist, Fixed Asset Register and Risk assessments be accepted. Fidelity Insurance had already been increased to the recommended amount. It was noted that the balance carried forward was intended for various unpaid grant requests, a contingency fund for possible Town Hall repairs and a rolling programme of replacing and renewing street lights.

Minute 04-05-69 It was proposed by Cllr Pendry and seconded by Cllr Sherring that the documentation be accepted by council and provided to the auditors. This resolution was unanimously passed.

A draft copy of the proposed Financial Regulations was issued to councillors for them to consider before discussion and acceptance at the next meeting

Clun Parish Council 597

7. Cemetery Matters. Chairman gave a brief report on the training course organised by SALC. She reminded councillors that the risk assessments at the cemetery should be done as soon as possible and that it would be necessary to have a Cemetery committee meeting before the next council meeting to discuss this. The specification for the grass cutting was circulated and with one amendment it was agreed that the clerk should send letters and specifications out to contractors requesting quotes.

8. Clun Bridge meeting. Clerk reported that over 60 people, including representatives from the Fire and Rescue service and Clun Fire Brigade had attended the Public Meeting. Cllr Pendry explained what the consensus of the meeting was and it was agreed that a letter be written to the County Council outlining all the points raised. The Chairman and Cllr Dowell mentioned that several people had spoken to them about the splaying of the ends of the bridge and that they were against this being done as they considered it would only encourage more use of the bridge by lorries. Council noted these comments.

Minute 04-05-70 It was resolved to write to the County Surveyor listing all the points raised at the public meeting and a copy of the letter and the subsequent reply to be published in the Clun Chronicle.

9. Street Lighting. Pirelli had not yet provided quotes for the work so this would be included on next month's agenda.

10. Highways Matters. It was noted that the signpost at Burfield crossroads was incorrect. Clerk to notify council of this error. The draft work programme for Highway maintenance for 2005-6 had been received.

11. Transport. Cllr S Smith had received a letter from a Chapel Lawn resident concerning the lack of transport available for her to get to the doctors and hospital in Knighton. It was agreed that clerk should write to County Council regarding this issue. Cllr Pendry gave brief details of a new service that was to be launched at the end of April. It was to be a customer led service similar to Dial a ride.

12. Freedom of Information Act. Details of this new Act were circulated to councillors. Clerk informed council that charging costs were yet to be advised. The implications of this Act were briefly discussed. Notice of a training course on the subject organised by SALC in Shrewsbury was given. It was hoped that the Chairman and clerk would attend and be able to report back to the next meeting.

13. Planning. An application had been received for Severn Trent to update the sewerage control system. There were no objections. There were no objections to a retrospective application for internal alterations to 13 Church Street. Council was concerned that the application for erection of a dwelling on land at Llwyn Road should be considered by the Planning Authority, together with its neighbouring application and the impact considered as one. The District Council to be notified of this comment. A copy of the appeal dismissal for Rock Cottage Pentre was received. Notification was received that applications for an extension at Two Roofs, School Road and Argoed, Mardu had been granted.

12. Finance

A budget sheet was circulated to councillors showing spending to date.

Account balances as at 27 January 2005 are as follows:

Treasurers Account	2259.49
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Money manager Account	14250.12
COIF Money Master	214.14
Leek Building Society ROWE	763.14

Bills for payment and paid since 24 November 2004

Clerks Salary	£ 177.36	
Expenses	£ 70.00	£247.36

Hire of Methodist for Planning Meeting	£ 10.00	
Office Express		£ 25.45
G Dudley		£114.00
Bills due for payment as at 27 January 2005		
Office Express		£192.32
Clun Town Trust Xmas Lights		£ 58.52
Clun Post Office Xmas Lights		£ 60.00
Clerks Salary	£177.46	
Expenses	£ 69.78	£247.24
Connolly (Duplicate Keys)		£ 15.35
Clun Memorial Hall (hire of hall for Public Meeting		£ 25.00

Clun Parish Council 598

Clun Fireman erection of Xmas Lights	£ 50.00
Youth Club grant	£750.00

Bills paid during the recess were noted,

Minute 04-05-71. It was proposed by Cllr Dowell and seconded by Cllr S Smith that the outstanding bills should be paid.

Clerk informed council that the Rights of Way account at the Leek Building Society was now closed and balances transferred to the new bank account at HSBC.

A request had been received from Clun Memorial Hall and Playing Fields for financial assistance with the grass cutting and also assistance with maintenance of children's playground. With regard to the latter request the clerk had asked the Memorial Hall secretary for confirmation that the Health and Safety checks for the playground were up to date

The request for help towards the grass cutting was discussed. The meeting was briefly adjourned whilst Mr Thorpe explained the grass cutting procedure at the hall. Cllr Williams and Cllr Appleton Fox as trustees of the Memorial Hall needed to declare an interest and leave the room. It was noted that the grant for 2003 had not been paid until May 2004. This request was for 2004. The parish accounts for this year will therefore show two grants paid in one year. Cllr Sherring proposed that £600 be paid to the Memorial Hall for grass cutting and seconded by Cllr S Smith. A vote was taken 4 in favour and 3 abstentions. The motion was therefore carried.

Minute 04-05-72 A resolution to pay the Memorial Hall £600 towards grass cutting was passed.

Cllrs Appleton Fox and Williams returned to the meeting.

15. Correspondence Received to date

- SCC BOAT temporary closure at Whitcott
- SCC Introductory letter from Parish Liaison Officer
- SALC Clerks Clippings
- SCC Switch on Shropshire
- South Shropshire Housing Association Annual Review
- Standards Board Draft findings of enquiry
- Local Committee minutes
- Guidance Leaflet for monitoring officers
- Recycling of Yellow pages
- Request for funding from DIAL disability service, Severn Hospice and Citizens Advice Bureau

The correspondence was noted and it was decided to ask the new Parish Liaison Officer to give a brief presentation at a future meeting. Only correspondence listed on the agenda was discussed all other to be placed on the next agenda.

17. Any other business for next meeting. None

18. Annual Parish Meeting. It was hoped to hold this in early April. The date will be confirmed at the next meeting.

16. Clerks Contract of Employment, conditions of employment, grievance procedure and related matters including a review of salary. The clerk and members of the public were excluded from the next item on the agenda.

The meeting closed at 9.40 p.m.