

GREAT HANWOOD PARISH COUNCIL

Parish Clerk/RFO: Rebecca Turner, The Old Police House, Nesscliffe, SY4 1DB
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1/2122 ELECTION OF CHAIRMAN OF THE COUNCIL

- a) *Members to elect a Chairman of the Council* – it was **RESOLVED** to elect Cllr. Evans.
- b) *Chairman to sign Declaration of Acceptance of Office* – Cllr. Evans signed the declaration of acceptance of office, duly witnessed by the clerk.

2/2122 PRESENT & APOLOGIES FOR ABSENCE – noted above.

3/2122 COUNCILLORS' DECLARATIONS OF ACCEPTANCE OF OFFICE, DPI FORMS, EXPENSES FORMS & INDUCTION PACKS

It was noted that forms had been duly completed before the start of the meeting, with the exception of Cllr. Butler; it was **RESOLVED** to grant Cllr. Butler an extension until the next council meeting to complete his declaration of acceptance of office.

4/2122 ELECTION OF VICE CHAIRMAN OF THE COUNCIL - it was **RESOLVED** to elect Cllr. Chadwick.

5/2122 DISCLOSURE OF PECUNIARY INTERESTS & DISPENSATION REQUESTS

- 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 declared.
- b) *Dispensation requests* – none being sought.
- c) *Declaration of any gifts or hospitality* – none declared.

6/2122 PUBLIC PARTICIPATION SESSION

No public present.

7/2122 CO-OPTION OF COUNCILLORS – it was **RESOLVED** to confirm the co-option procedures and co-opt Ed Glover. His declaration of acceptance of office was duly completed and he joined the meeting, having no pecuniary interests to declare.

8/2122 MINUTES – it was **RESOLVED** to confirm the minutes of the Council Meeting dated 23rd March 2021 as being a true record and to authorise the chairman to sign them.

9/2122 REPORTS

- a) *Police Report* – for the purposes of the police community charter it was agreed that the top 3 policing priorities in the parish are speeding, dog mess and police presence.
- b) *Shropshire Council*
 - Elections - Cllr. Evans reported that elections were held 6th May and he was re-elected. One SC seat was elected unopposed and the other 73 seats were all up for election. Conservatives have 43 seats so still a majority and Cllr. Lezley Picton is the new SC Leader and Deputy Leader is Steve Charmley. John Champion has been re-elected as PCC.
 - Two bins are on order for Hanwood Heights.
 - Crossing at Hanwood Bank was due to complete 2 weeks ago but bad weather has delayed the tarmacking. Lights can't be put in operation until road is tarmacked.
 - Looking to arrange a meeting late June/early July to Orchard Lane and crossing by the shop.
- c) *Youth club* – now re-open.
- d) *Village Hall* – Cllr. Davies said that the hall committee are due to meet next week. It was noted that several improvements have recently been made to the hall.
- e) *St Thomas PCC* – Cllr. Bromage reported that the church has started to have more regular services with fewer people attending.
- f) *Parish Councillor Reports (of external meetings attended)* – Cllr. Evans commented re the defibrillator. There had been a recent issue with the defibrillator at Stiperstones not working when

it was needed in an emergency. It was agreed to check the Hanwood defibrillator and purchase supplies if needed.

10/2122 **GENERAL POWER OF COMPETENCE** – it was **RESOLVED** to confirm the council meets the criteria to use the GPC and wishes to continue to exercise it.

11/2122 **POLICY REVIEW & INSURANCE** – it was **RESOLVED** to adopt the following:

- a) *Code of Conduct & Dispensation request procedure*
- b) *Standing Orders*
- c) *Financial Regulations*
- d) *Asset Register*
- e) *Risk Assessments (General & Covid-19 related) & insurance*
- f) *Scheme of Delegation* – the clerk, chair, vice chair and Cllr. Jones (Cllr. Davies as back up) have delegated authority to implement the scheme, if needed, with the exception of planning matters on all which all councillors to be consulted via email.

12/2122 **APPOINTMENT OF COMMITTEES, WORKING GROUPS & TO OUTSIDE BODIES**

It was RESOLVED to make the following appointments:

- a) *SALC Area Committee* – Cllr. Evans & Cllr. Davies
- b) *Speed camera working group* – Cllr. Evans and Chadwick and myself, review once project agreed review.
- c) *Committees or working groups*
 - (i) *Open spaces/memorial garden/public realm(signs) to working group* – Cllr. Bromage, Glover, Dowley, Chadwick
 - To formulate a survey for Caradoc and get it done
 - (ii) *CIL Joint working group with Pontesbury*
 - Cllr. Davies, Chadwick and Evans
 - Speak to Debbie re clerking the group
 - (iii) *Finance Committee* – discuss at next meeting.
 - (iv) *Planning Committee* – not at present. It was agreed to invite a max of 2 applicants per application to come to meetings to speak on their application, notwithstanding that additional people could attend as members of the public.

13/2122 **FINANCIAL MATTERS – ANNUAL**

- a) *2020/21 end year bank reconciliation and budget report* - it was **RESOLVED** to approve the report, as per Appendix 1, the end of year balance being £82,389.95.
- b) *Annual Governance and Accountability Return 2020/21*
 - (i) *Internal Auditor's report* - it was **RESOLVED** to note the report, no issues raised.
 - (ii) *Section 1 - Annual Governance Statement* – it was having reviewed Section 1, it was **RESOLVED** to answer “Yes” to all applicable questions and approve the Annual Governance Statement and the Chair was authorised to sign it.
 - (iii) *Section 2 - Accounting Statements* - having reviewed Section 2, it was **RESOLVED** to approve the Accounting Statement and the Chair was authorised to sign it.
 - (iv) *Electors' Rights* –
- c) *Confirmation of use of DDs and SOs for certain payments* – it was **RESOLVED** to confirm use of DDs for the following: ICO, pension, grounds maintenance, salary.
- d) *Review of signatories* – it was **RESOLVED** that Cllrs. Bromage, Chadwick, Davies, Fox, Jones be signatories.

14/2122 **FINANCIAL MATTERS - ROUTINE**

- a) *Payments including payments made between meetings* – it was **RESOLVED** to approve the following

Payments to external payees:

Ref	Payee	Item	Meth od	Net	VAT	Gross
P67-2021	R Turner	Salary March	SO	£437.17	£0.00	£437.17
P68-2021	Landright Services	Maintenance contract Mar	SO	£260.00	£52.00	£312.00
P1-2122	R Turner	Salary April	SO	£437.17	£0.00	437.17
P2-2122	Landright Services	Maintenance contract Apr	SO	£260.00	£52.00	£312.00
P3-2122	SCPF	Pension Apr	SO	£109.33	£0.00	£109.33
P4-2122	R Turner	Expenses Apr & May	BACS	£59.20	£0.00	£59.20
P5-2122	Zurich	Insurance	BACS	£650.11	£0.00	£650.11
P6-2122	Ray Parry Playgrounds	Bark	BACS	£900.00	£180.00	£1,080.00
P7-2122	SALC	Affiliation fees	BACS	£444.70	£0.00	£444.70
P8-2122	HMRC	PAYE Q1	BACS	£327.80	£0.00	£327.80
P9-2122-	R Groome	Audit	BACS	£40.00	£0.00	£40.00

Transfers between GHPC accounts

Ref	From	To	Purpose	Type	Gross
T1-2122	Lloyds a/c	Natwest current a/c	FSCS limit	BACS	£24,000
T2-2122	Lloyds a/c	Natwest current a/c	FSCS limit	BACS	£24,000

b) *Income received* – CIL (Neighbourhood Fund) & Precept.

15/2122 **PLANNING NOTIFICATIONS – FOR INFORMATION**

- 21/00698/FUL - Hanwood Garage, Hanwood, Shrewsbury, Shropshire, SY5 8LJ
Proposal: Application under Section 73A of The Town & Country Planning Act 1990 for alterations to land to increase car sales area and associated improvements
Decision: Grant Permission

16/2122 **PLANNING APPLICATIONS – FOR CONSIDERATION**

- 21/01668/FUL - White House, Hanwood, Shrewsbury, Shropshire, SY5 8LP
Proposal: Internal alterations, change of windows and construction of garden structures
Comments: It was **RESOLVED** to not comment.
- 21/02020/FUL - Meifod, Nobold Lane, Shrewsbury, SY5 8NW
Proposal: Erection of single storey front extension, conversion of garage and removal of flat roof over garage and replace with pitched roof
Comments: It was **RESOLVED** to not comment.
- 21/02026/FUL - 7 Post Office Lane, Hanwood, Shrewsbury, SY5 8L
Proposal: Erection of a single storey extension and associated alterations following some demolition works
Comments: It was **RESOLVED** to not comment.

17/2122 **PARISH MATTERS** –updates and new matters

- Speed camera project* – the chair reported on the working group meetings; initial feedback from police positive, a further working group meeting is scheduled. It was agreed to remind the PCC that Hanwood is still keen to be an average speed project for Hanwood if they want to pursue it – what can we do and take forward?
- Play areas – maintenance, inspections and improvements*
 - Caradoc – maintenance, survey on refurbishment and inspections* – to be evaluated by working group and recommendations made to council.

- (ii) *Village Hall* – improvements be looked at with joint Pontesbury PC CIL working group on improvements.
- c) *ACV listings* – it was agreed that as this is now a CIC there is no need to apply for re-listings as ACV.
- d) *Councillor induction packs* – to be circulated and councillors to inform clerk of training they wish to do.
- e) *Distribution of agenda papers, emails & use of file storage service* – agreed to continue to distribute agendas via email and investigate use of a group file storage service for key documents. The clerk asked councillors to either use a separate email for council business or to put council emails in a separate folder on their email.
- f) *Reports of other parish matters*
 - Name plate is by the sign for Willow Drive but the wood has rotted.
 - Pictures of councillors for website – agreed to consider doing this.

18/2122 **CORRESPONDENCE – t**

- a) *Call for evidence remote meetings* – it was agreed to respond that the facility to hold remote meetings when needed would be very useful
- b) *Call for evidence rural broadband* – no comments.
- c) *Road Closure: Nobold Lane Shrewsbury - Start Date: 16th April 2021 - End Date: 3rd June 2021 Purpose: Surface Dressing site 374. Texpathcing 16 & 17 April. Dressing 09 - 12 May and Lining 01--3 June, Works Promoter: Shropshire Council*
<https://one.network/?tm=121873469>

19/2122 **NEXT MEETINGS**

- a) *Council Meeting(s)* – clerk to check dates with village hall -ideally early July or 22nd July as a back up date at 7.30pm, Hanwood Village Hall.
- b) *Items for next meeting agenda- to note requests*

Suggested items:

 - Remaining policies - Reserves' Policy, Data Protection & FOI Policies, complaints policy, employment related policies
 - Council logo and website accessibility
 - Asset condition report
 - Safe Cycle route into Shrewsbury
 - Dog mess
 - Newsletter to restart.

*It was **RESOLVED** that pursuant to Schedule 12A, Local Government Act 1972 and pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, that the public and press should be excluded during discussion of Item 20/2122 due to the likely disclosure of confidential information*

20/2122 **EMPLOYMENT MATTERS**

- a) *Pension end of year forms for 2020/21 – agreed.*
- b) *Clerk's appraisal* – chair and vice chair to do before next meeting on Zoom.

Meeting closed 9.11pm