



Parish Clerk/RFO: Rebecca Turner, The Old Police House, Nesscliffe, SY4 1DB
Telephone: 01743 741611, email: greathanwoodpc@gmail.com
Website: www.greathanwoodpc.org.uk

MINUTES OF COUNCIL MEETING HELD ON MONDAY 23RD JANUARY 2023 AT 7.30PM, AT THE COCK INN FUNCTION ROOM, HANWOOD

Present: Cllr. Evans (Chairman), Bromage, Chadwick, Davies, Dowley, Fox, Jones

Absent: Cllr. Butler

Public: 1

In attendance: R. Turner (Clerk)

72/2223 **PRESENT & APOLOGIES FOR ABSENCE**

Apologies received from Cllr. Butler.

73/2223 **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) *Gifts or hospitality*
None declared.

74/2223 **PUBLIC PARTICIPATION SESSION**

Cllr. Evans updated on the site meeting with David Gradwell, SC Highways. The councillors had asked about a 20mph limit. Normally, these are only allowed near schools and the councillors explained that children cross by the shop, on their way to school. David Gradwell had agreed to look at re-surfacing/renewing white lining, but noted there are budget constraints. The possibility of seeking CIL Local was raised.

The bowling club reported that planning and building regulations applications have been agreed for the new toilet. The club are now waiting for the weather to settle with a view to doing the work at the end of January. The initial quote was £9k but hoped final cost may be less. The treasurer had submitted a signed grant application to the clerk.

75/2223 **MINUTES** – it was **RESOLVED** to confirm the minutes of the Council Meeting dated 28th November 2022 as being a true record, subject to removing erroneous ref to VAT on the clerk's salary. The chairman was authorised to sign the amended minutes.

76/2223 **REPORTS**

- a) *Police Report* – Cllr. Evans drew attention to a report from the Police and Crime Commissioner.
- b) *Shropshire Council* – Cllr. Evans reported as follows:
- **£2 bus fare until end of March** - subject to bus companies being signed up to the scheme.
 - **Payments to foster carers** – proposing to increase as over 600 children in SC Care at a high cost.
 - **Council budget consultation** - in progress - £50 million to save in 2023/4 budget. 4.99% precept increase proposed.
 - **Levelling Up** - £19 million awarded following a £105 million bid. Partly to aid Riverside development and also to improve access to railway station from Abbey

Foregate. Local transport grant not approved. Minsterley Motors route into town from Hanwood is not subsidised.

- **Village speed limits** – Cllr. Evans has proposed that these be included in the capital budget. SC has £140 million held as capital earning 1% but is short of revenue budget. SC cannot use capital to pay revenue costs without a S114 notice.
 - **NWRR** –£20 million capital spent to date, although planning not agreed, and Business Plan not updated. If the scheme is cancelled, the £20 million must transfer into the revenue budget. Not enough reserves to cover.
 - **Library Strategy** – adopted.
 - **River safety review** – done.
 - **Charging for street events** – paper proposing this withdrawn at Cabinet.
 - **Shrewsbury Health Hub** – to be discussed by SC next week.
 - **Half price tree offer.**
- c) *Youth club* – committee meeting to be held in February. Fees to increase from 1st April to £4,500.
- d) *Village Hall* – Cllr. Davies reported that a committee meeting was held on 9th January.
- **Events**
 - Quiz and curry – 25th March, 7.30pm
 - Fun day – 9th Sep
 - Bonfire – 4th Nov
 - Trying to organise a summer music festival
 - **Hall improvements**
 - *Fire doors* – one of the companies who the hall had a quote off has gone bust. Trying to get a further quote but struggling. Current quote £3,840. It was **RESOLVED** to authorise the hall to go ahead with the quote from Matthews and Peart subject to the quote not having increased by more than 10%.
Action: Clerk to write to hall chairman.
 - *Lighting* – Cllr. Davies visited on the 3/4 houses that back on to the brook. Feedback generally positive, subject to seeing detailed plans. Details awaited from EON.
Action: Cllr. Davies and hall committee.
- e) *Speed Camera WG, including response to FOI requests protocol* – it was **RESOLVED** to agree the protocol for dealing with request for information and contract extension with CCC4 Business.
- f) *Open spaces/memorial garden/public realm WG* – no update.
- g) *Joint CIL WG* – not met.
- h) *Parish Councillor Reports (of external meetings attended)* – none.

77/2223 **FINANCIAL MATTERS -**

- a) *Q3 budget report and bank reconciliation* –it was **RESOLVED** to note the report, as per Appendix 1, the reconciled balance being £137,400.40 as at 31st December 2022.
- b) *Budget and precept 2023/4 – to determine* – it was **RESOLVED** to set a precept requirement of £33,278, this being an increase of 3% per Band D household equivalent. It was further **RESOLVED** to set a budget as per Appendix 2, the expenditure requirement being £42,024, with income other than the precept being EMG of £1,500. This means a draw on general reserves of £7,274.
Action: Clerk to submit precept request.
- c) *Payments including payments made between meetings* – it was **RESOLVED** to approve the following:

Ref	Payee	Item	Method	Net	VAT	Gross
P63-2223	R Turner	Salary	SO	£793.73	£0.00	£793.73
P64-2223	SCPF	Pension	SO	£186.25	£0.00	£186.25
P65-2223	R Turner	Expenses	BACS	£33.20	£0.00	£40.40
P66-2223	CCC4 Business	Consultancy	BACS	£901.94	£0.00	£319.99
P67-2223	R Turner	Salary shortfall	BACS	£0.20	£0.00	£0.20

P68-2223	SCPF	Pension shortfall	SO	£12.29	£0.00	£12.29
----------	------	-------------------	----	--------	-------	--------

- d) *Income received* – none.
- e) *Nationwide account – next steps* – noted that signatory forms needs to be signed.
Action: Clerk and signatories.
- f) *Bowling club grant for toilet* –it was **RESOLVED** to delegate to the clerk to arrange payment of the grant when needed.
Action: Clerk to liaise with the bowling club.

73/2223 **PLANNING NOTIFICATIONS – FOR INFO**

- 1) 22/04603/TPO - 20A Woodlands Avenue, Hanwood, Shrewsbury, Shropshire, SY5 8NG
Proposal: Fell Ino Yew protected by the Shrewsbury & Atcham Borough Council (Woodlands Avenue, Chestnut Close, Hanwood) Tree Preservation Order 2003 (Ref: SA/376)
Decision: Refuse
- 2) 22/05258/FUL - 6 Caradoc View, Hanwood, Shrewsbury, Shropshire, SY5 8NB
Proposal: Erection of a two storey rear extension
Decision: Grant Permission

74/2223 **PLANNING NOTIFICATIONS – FOR COMMENT**

- 1) 23/00128/HHE - Richmond, Hanwood, Shrewsbury, Shropshire, SY5 8LP
Proposal: Erection of a single storey rear extension to a detached dwelling, dimensions 3.95 metres beyond the rear wall, 3.05 metres maximum height and 3.05 metres to the eaves
Comments: None.

75/2223 **PARISH MATTERS**

- a) *Caradoc play area* - inspection reports noted.
- b) *Weir Rd junction* – it was **RESOLVED** to ask David Gradwell for comments on the following scheme, before requesting approval from SC Head of Highways, Andy Wilde:
 - Re-surfacing and white lining asap, including down centre line
 - Investigate possibility of double yellow lines at Weir Rd junction.
 - 30mph roundels on the main road
 - A 20mph limit either side of the traffic lights, extending as far towards the school as is permissible.
 - Permission for the parish council to install VAS signs between the railway bridge and shop**Action: Clerk to write to Dave Gradwell**
- c) *Oaklands to Oaklands View footpath* – it was agreed to follow up with Ricard Knight re a detailed spec and plan for the footpath, copying Cllr. Evans into the email.
Action: Clerk to write to Richard Knight and seek signed consent from the owner of The Oaklands.
- d) *VAS at Edgebold*- David Gradwell had updated as follows re the revised speed limit scheme at Edgebold: *“With regard to the proposed 40mph speed limit scheme towards Edgebold, this is being taken forward by our design consultants, WSP. They are currently waiting for the contractor (Kier) to scope/price the works, and then once this is agreed arrangements can be made for the works to be programmed in. Therefore, at the moment we don’t have any definitive dates for when the construction works will take place, although realistically I would say it’s probably likely to be towards the end of this financial year/early part of the new financial year commencing in April. As soon as we have some definitive dates I will update you.”*
- e) *Orchard Lane* – Cllr. Evans reported that investigations are underway. Cllr. Jones had copies of the drawings. It seems drainage work has been done in 2003 and are trying to establish who is responsible for maintenance.
Action: Clerk was asked to write to Helen Walters saying residents have asked can a grid be put over the drains to help resolve the issue.
- f) *Other parish matters – reports*
 - o Noted that lamps in Oaklands View are out - 8 lamps in Oaklands View. 6,7 and 8 are SC. 1 to 5.**Action: Clerk to contact Severnside**

76/2223 **CORRESPONDENCE**

a) *Boundary Commission Review of SC Divisional boundaries and implications for parish*
Cllr. Evans summarised the review's remit:

- Looking at number of SC to be elected.
- Proposals from boundary commission to be published mid-April
- Suggested 74 councillors. SC wants 75. SC drawing up a submission.
- All political groups in agreement re 75.
- Hanwood – suggesting Town Council comes out to the A5. Nobold to be in Shrewsbury TC area.
- Parish finishes on village hall boundary – it was **RESOLVED** to suggest to SC and the commission that the parish council wish the boundary to be extended to include Cruckton (up to Montgomery Road) Cruckmleole, the new houses by the school, and houses at start of Pound Lane

Action: Clerk to submit comments to boundary commission and SC.

b) *SC Budget Consultation* –it was **RESOLVED** to object to NWRR.

Action: Clerk to submit comments.

c) *Unsafe Walking Routes policy* – no comment but concerns that secondary children need free school transport raised.

77/2223 **NEXT MEETINGS**

a) *Next meeting* – 27th February 2023, 7.30pm, The Cock Inn Function Room, Hanwood.

b) *Items for next meeting agenda- to note requests* – the clerk was asked to send payments list round before the meeting.

78/2223 *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 79/2223 due to the likely disclosure of confidential information*

79/2223 **CARADOC PLAY AREA REFURBISHMENT** – it was **RESOLVED** to approve the invite to tender.

Action: Clerk to publish the invite to tender, including on gov.uk contracts finder and parish council website.

Appendix 1: Q3 Budget report and bank reconciliation

RECEIPTS	2021/22	Budget 2022/3	Actual Q3 2022/3	Variance £	% budget to date	Variance explanation (if greater than 15% variance from 75% & >£200)
Precept	£32,700.00	£32,309	£32,309.00	£0.00	100%	Paid upfront
CIL NF (Great Hanwood)	£35,571.91		£4,069.01	£4,069.01		Amount unconfirmed when budget set
CIL NF (Pontesbury)	£0.00	£0	£24,276.00	£24,276.00		Amount unconfirmed when budget set
Environmental Maintenance Grant	£1,500.00	£1,500	£1,500.00	£0.00	100%	Paid upfront
Cherry tree royalty	£296.10	£20	£0.00	£-20.00	0%	
VAT refund	£5,292.00	£0	£0.00	£0.00		
Community donation	£0.00	£0	£0.00	£0.00		
Covid-19 Grants	£0.00	£0	£0.00	£0.00		
Safer Roads Fund Grant	£18,650.00	£0.00	£0.00	£0.00		
Other	£400.00	£0.00	£400.00	£400.00		
TOTAL RECEIPTS	£94,410.01	£33,829	£62,554.01	£28,725.01		

PAYMENTS	2021/2	Budget 2022/3	Actual Q3 2022/3	Variance £	% budget to date	Variance explanation (if greater than 15% variance from 75% & >£200)
Administrative & Establishment Costs						
Clerk's Salary (incl pension)	£7,847.81	£14,000	£11,091.04	£-2,908.96	79%	
Mileage	£14.40	£275	£48.60	£-226.40	18%	Less than anticipated
Office Expenses	£1,102.17	£750	£374.46	£-375.54	50%	
Training/AGM (Clerk/Councillors)	£177.00	£330	£0.00	£-330.00	0%	No training booked
Hire of meeting rooms	£0.00	£250	£170.83	£-79.17	68%	
Audit (Internal & External)	£340.00	£350	£380.00	£30.00	109%	
Insurance	£650.11	£700	£715.64	£15.64	102%	
Subscriptions	£495.66	£525	£505.94	£-19.06	96%	
Website	£200.00	£200	£450.00	£250.00	225%	Not invoiced yet
ICO Registration	£35.00	£35	£0.00	£-35.00	0%	
Election Costs	£0.00	£100	£100.00	£0.00	100%	
GDPR Compliance	£204.44	£215	£0.00	£-214.66	0%	Not invoiced yet
Computer equipment replacement	£0.00	£400	£0.00	£-400.00	0%	
Newsletter	£0.00	£1,000	£958.00	£-42.00	96%	Now published by parish council
VAT	£3,105.11		£3,063.12	£-3,063.12		
Sub Total Admin & Establishment Costs	£14,171.70	£19,130	£17,857.63	£-1,272.03	93%	
Street Lighting						
Electricity	£345.77	£500	£160.90	£-339.10	32%	
Maintenance / Inspections	£198.34	£240	£0.00	£-240.00	0%	
Sub Total Street Lighting	£544.11	£740	£160.90	£-579.10	22%	
Caradoc Play Area & Village Hall grass cutting						
Inspections	£857.00	£800	£69.50	£-730.50	9%	Not invoiced yet
Repairs/maintenance	£363.53	£500	£2,810.00	£2,310.00	562%	Unforeseen repairs/removals
Grass cutting	£2,340.00	£2,080	£1,560.00	£-520.00	75%	
Improvements	£0.00	£0.00	£10.00	£10.00		
Sub Total Caradoc Play Area & Village Hall grass cutting	£3,560.53	£3,380	£4,449.50	£1,069.50	132%	
Street works/projects						
War Memorial	£75.00	£125	£200.00	£75.00	160%	
Bus shelter	£0.00	£65	£0.00	£-65.00	0%	
Noticeboards and benches	£0.00	£100	£0.00	£-100.00	0%	
Youth Club	£0.00	£4,000	£4,000.00	£0.00	100%	Billed upfront
Defibrillator	£0.00	£120	£0.00	£-120.00	0%	
Memorial Garden	£0.00	£1,000	£1,159.72	£159.72	116%	
Envt Grant Works	£2,275.00	£3,000	£1,500.00	£-1,500.00	50%	Seasonal
Jubilee	£0.00	£500	£500.00	£0.00	100%	
Sub Total Street Works/Projects	£2,350.00	£8,910	£7,359.72	£-1,550.28	83%	
Grants						
Village Hall - annual grant	£3,286.60	£2,500	£2,500.00	£0.00	100%	
Village Hall - extra grant for equipment (not from NF)	£0.00	£0.00	£0.00	£0.00		
Churchyard Maintenance	£0.00	£1,100	£1,150.00	£50.00	105%	2021-22 grant paid
Discretionary Charitable Grants & Donations	£250.00	£500	£0.00	£-500.00	0%	Not claimed yet
Speed camera project	£16,803.08	£2,778	£2,457.33	£-320.67	88%	
Sub Total Grants	£20,339.68	£6,878	£6,107.33	£-770.67	89%	
Other	£0.00	£0	£45.83	£45.83		Memorial to HM Queen Elizabeth II
TOTAL PAYMENTS (EXCLUDING CIL)	£40,966.02	£39,038	£35,980.91	£-3,057	92%	
CIL Projects						
Village Hall upgrades (Hanwood CIL)			£0.00			
Village Hall upgrades (Pontesbury CIL)			£11,018.40			
Village Hall Play area (CIL source TBC)			£0.00			
Speed cameras - capital costs not met from grant (Hanwood CIL)	£4,930.75		£0.00			Variance not measured as spend from ringfenced reserve
Hanwood Bowling Club (Hanwood CIL)			£0.00			
Weir Rd junction (Hanwood CIL)			£0.00			
Caradoc Play Area (Hanwood CIL)			£0.00			
VAS sign Edgebold (Hanwood CIL)			£0.00			
Footpath link Caradoc to Oaklands (Hanwood CIL)			£0.00			
Sub Total CIL Projects	£4,930.75	£0.00	£11,018.40			
GRAND TOTAL PAYMENTS (INCL CIL)	£45,896.77	£39,038	£46,999.31			

RESERVES	Actual balance 31.3.22	Receipts 2022/3	Expenditure 2022/3	Reserves as at Q3 2022/3
Ringfenced Reserves				
Traffic Calming	£4,505.00	£0.00	£0.00	£4,505.00
Election Expenses	£1,950.00	£100.00	£0.00	£2,050.00
Play Equipment CVPA	£2,000.00	£0.00	£2,000.00	£0.00
War Memorial	£500.00	£0.00	£200.00	£300.00
Memorial Garden	£1,731.67	£0.00	£1,159.72	£571.95
Parish Plan review	£2,000.00	£0.00	£0.00	£2,000.00
CIL Neighbourhood Fund (Hanwood)	£55,330.27	£4,069.01	£0.00	£59,399.28
CIL Neighbourhood Fund (Pontesbury)	£0.00	£24,276.00	£11,018.40	£13,257.60
Safer Roads Funds	£1,846.92	£0.00	£1,228.67	£618.25
Community donation ref Hanwood bank devt	£20,000.00	£0.00	£10.00	£19,990.00
Total Ringfenced Reserves	£89,863.85	£28,445.01	£15,616.79	£102,692.08
General Reserves (balance b/f less ringfenced reserves)	£31,981.85			£34,708.33
Total Reserves	£121,845.70			£137,400.40

BANK RECONCILIATION Q3 2022/3			
Balance b/fwd from 31st March 2022			£121,845.70
less payments			£46,999.31
add receipts			£62,554.01
BALANCE AS PER CASHBOOK			£137,400.40
Represented by bank balances	Lloyds		£59,763.50
	Netwest		£77,636.90
	Total balances		£137,400.40
Less unrepresented cheques & SO			£0.00
Add uncredited receipts			£0.00
RECONCILED BALANCE			£137,400.40

Appendix 2: Budget 2023/4

RECEIPTS	Budget 2023/4
Precept	£33,278
CIL NF (Great Hanwood)	Not known yet
CIL NF (Pontesbury)	£0
Environmental Maintenance Grant	£1,500
Cherry tree royalty	£0
Safer Roads Fund Grant	£0
Other	£0
Draw from reserve	£7,246
TOTAL RECEIPTS	£42,024
PAYMENTS	Budget 2023/4
ADMIN & ESTABLISHMENT COSTS	
Clerk's Salary (incl pension)	£15,982
Mileage	£275
Office Expenses	£750
Training/AGM (Clerk/Councillors)	£300
Hire of meeting rooms	£300
Audit (Internal & External)	£400
Insurance	£750
Subscriptions	£600
Website	£220
ICO Registration	£35
Election Costs	£0
GDPR Compliance	£215
Computer equipment replacement	
Newsletter	£1,000
SUB TOTAL ADMIN & ESTABLISHMENT COSTS	£20,827
STREET LIGHTING	
Electricity	£1,339
Maintenance / Inspections	£250
SUB TOTAL STREET LIGHTING	£1,589
CARADOC PLAY AREA (INCL. VILLAGE HALL GRASS CUTTING)	
Inspections	£900
Repairs/maintenance	£500
Grass cutting	£2,500
Improvements	
SUB TOTAL CARADOC PLAY AREA/VILLAGE HALL GRASS CUTTING	£3,900
STREET WORKS/PROJECTS	
War Memorial	£200
Bus shelter	£100
Noticeboards and benches	£100
Youth Club	£4,000
Defibrillator	£120
Memorial Garden	£250
Envt Grant Works	£3,000
Jubilee	£0
SUB TOTAL STREET WORKS/PROJECTS	£7,770
GRANTS	
Village Hall - annual grant	£2,500
Churchyard Maintenance	£1,150
Discretionary Charitable Grants & Donations	£500
Speed camera project	£3,788
SUB TOTAL GRANTS	£7,938
OTHER	£0
TOTAL PAYMENTS (EXCLUDING CIL PROJECTS)	£42,024
CIL PROJECTS	These are not all confirmed projects
Village Hall upgrades (Hanwood CIL)	As they are still at a planning stage or in progress, exact cost not known
Village Hall upgrades (Pontesbury CIL)	The projects will be mainly funded from CIL, grants, external funding or reserves.
Village Hall Play area (CIL source TBC)	
Speed cameras - capital costs not met from grant (Hanwood CIL)	
Hanwood Bowling Club (Hanwood CIL)	
Weir Rd junction (Hanwood CIL)	
Caradoc Play Area (Hanwood CIL)	
VAS sign Edgebold (Hanwood CIL)	
Footpath link Caradoc to Oaklands (Hanwood CIL)	
SUB TOTAL CIL PROJECTS	
GRAND TOTAL PAYMENTS (INCL. CIL PROJECTS)	£42,024

Precept = £78.47 per Band D household (3% increase)