

GREAT HANWOOD PARISH COUNCIL

Minutes of Council Meeting held on 24th July 2018

At St Thomas Church Community Room, Hanwood at 7.30pm

Present: Cllr. Percival (Chairman), Cllrs. Bromage, Evans, Fox and Lewis.

Clerk: Mrs R Turner

Public: 1

36/1819 **APOLOGIES FOR ABSENCE**

Received and accepted from Cllr. Davies.

37/1819 **DISCLOSURE OF PECUNIARY INTERESTS**

None declared.

38/1819 **DISPENSATION REQUESTS**

None being sought.

39/1819 **PUBLIC PARTICIPATION SESSION**

A member of the public spoke regarding land / fishing rights at bottom of Church Lane – there is an area of land which is on his title deeds and he would like to fence it off. He had been liaising with Cllr. Evans to find out definitive Rights of Way and if it is a footpath or bridleway. Cllr. Evans said he has asked SC Rights of Way for clarification. The member of the public clarified that it was his intention to install a gate and keep it shut but it could be opened if shown to be necessary. It was agreed that, subject to investigation, the parish council would not object to a fence with a gate being erected.

40/1819 **MINUTES**

a) *To approve and sign the minutes dated 22nd May & 26th June 2018*

It was **RESOLVED** to approve both sets of minutes and they were duly signed by the chairman.

41/1819 **REPORTS**

a) *Police Report*

None.

b) *Shropshire Councillor Report*

Cllr. Evans reported that there is a SC Cabinet meeting tomorrow which includes the following proposals:

- Minimum income guarantee to be reduced to a statutory minimum i.e. pensioners whose income is above the statutory minimum will be charged more for their care.
- Parking in Shrewsbury – agreement to be sought for formal road traffic orders to implement parking proposals.
- Funding for community-led road safety concerns is no longer available

c) *Other parish councillor reports*

None.

42/1819 **PLANNING NOTIFICATIONS**– *For information only*

None.

43/1819 **PLANNING APPLICATIONS** – *For comment*

1) 18/03007/TPO – 38 Woodlands Avenue, Hanwood, Shrewsbury, Shropshire, SY5 8NG

Proposal: Cut back branches of 1no Prunus to a more rounded shape and ensure that they do not extend over the road, protected by the Shrewsbury & Atcham Borough Council (Woodlands Avenue, Chestnut Close, Hanwood) Tree Preservation Order 2003 (Ref: SA/376)

Comments: It was **RESOLVED** to not comment.

44/1819 **PARISH MATTERS**

- a) *Potholes – Orchard Lane/A488 junction* – the drains in Orchard Lane have been cleared today, so lets hope problem sorted. The potholes at the junction, identified by SC as being their responsibility have also been filled.
- b) *Traffic lights crossing camera/signage* – signage awaited
- c) *VAS sign by Caradoc* sign has been re-positioned but not working.
- d) *30mph sign by The Old Dairy* – SC are aware.
- e) *Post Office Lane sign* – sign is on order.
- f) *Street light by church & VAS* – SC are aware.
- g) *Street light Oaklands View* – Severnside have repaired.
- h) *Youth funding* – £500
- i) *Reports of other parish matters*
- (i) *Bus shelter Caradoc* – hedge needs cutting (no 1). Ask bus shelter cleaner to do it.
- (ii) *Poplars Avenue/Willow Drive trees* – can they be watered – Cllr. Fox said someone has been watering them? Cllr. Fox to look at them
- (iii) *Network Rail*- notification of works during August has been sent to households.
- (iv) *Street naming – land west of Caradoc View* – 2 roads need naming, developer had suggested Hanwood Heights. Request Oaklands Farm & Caradoc Grange instead.

45/1819 **FINANCIAL MATTERS**

- a) *Q1 bank reconciliation* – it was **RESOLVED** to approve the budget report and reconciliation, as below:

<u>RECEIPTS</u>	<u>2017/18</u>	<u>Budget 2018/19</u>	<u>Actual Q1 2018/19</u>
Precept	£21,958.38	£27,500.00	£27,500.00
Parish Portion - 15% CIL monies	£0.00	£0.00	£0.00
Environmental Maintenance Grant	£2,112.10	£1,500.00	£0.00
Cherry tree royalty	£144.90	£90.00	£0.00
VAT refund	£605.95		£0.00
Transparency Grant	£1,102.30		
LJC Grant for Youth Club	£1,700.98		£0.00
Other	£1,101.20	£0.00	£180.00
TOTAL RECEIPTS	£28,725.81	£29,090.00	£27,680.00

<u>PAYMENTS</u>	<u>Actual 2017/18</u>	<u>Budget 2018/19</u>	<u>Actual Q1 2018/19</u>
Administrative & Establishment Costs			
Clerk's Salary	£6,820.84	£6,537.00	£1,495.60
Pension contribution (employer)		£647.00	£243.73
Mileage	£259.20	£200.00	£105.30
Office Expenses	£1,998.08	£600.00	£376.16
Training/AGM (Clerk/Councillors)	£168.80	£150.00	£0.00
Hire of meeting rooms	£290.00	£250.00	£60.00
Audit (Internal & External)	£140.00	£250.00	£40.00
Insurance	£918.08	£950.00	£936.44
Subscriptions (SALC)	£769.25	£420.00	£0.00
Website	£190.00	£190.00	£0.00
ICO Registration	£70.00	£35.00	£0.00
Election Costs	£0.00	£100.00	£0.00
GDPR Compliance	£0.00	£240.00	£360.00
VAT	£2,977.72		£719.16
Sub Total Admin & Establishment	£14,601.97	£10,569.00	£4,336.39
Street Lighting			

Electricity	£408.97	£625.00	£100.84
Maintenance / Inspections	£209.00	£220.00	£0.00
Sub Total Street Lighting	£617.97	£845.00	£100.84
Caradoc Play Area & Village Hall grass cutting			
Inspections	£406.25	£675.00	£341.25
Repairs/maintenance	£2,422.46	£500.00	£30.00
Grass cutting	£1,600.00	£1,600.00	£660.00
Improvements	£4,798.75		
Sub Total Caradoc Play Area & Village Hall grass cutting	£9,227.46	£2,775.00	£1,031.25
Street works/projects			
War Memorial	£70.00	£100.00	£0.00
Bus shelter	£0.00	£60.00	£0.00
Noticeboards and benches	£65.00	£100.00	£0.00
Youth Club	£7,400.00	£3,500.00	£0.00
Defibrillator	£0.00	£100.00	£0.00
Memorial Garden	£250.00		£2,503.33
Sub Total Street Works/Projects	£7,785.00	£3,860.00	£2,503.33
Grants			
Village Hall Insurance	£1,350.00	£1,600.00	£0.00
Village Hall Grounds Maintenance	£1,000.00	£800.00	£0.00
Village Hall Play Area Maintenance	£1,005.00	£140.00	£0.00
Churchyard Maintenance	£1,100.00	£1,000.00	£0.00
Discretionary Charitable Grants & Donations	£0.00	£250.00	£30.00
Newsletter - grant to PCC	£303.60	£275.00	£0.00
Sub Total Grants	£4,758.60	£4,065.00	£30.00
GRAND TOTAL PAYMENTS	£36,991.00	£22,114.00	£8,001.81

<u>RESERVES</u>	Actual balance 31.3.18	Contributions 2018/19	Expenditure 2018/19
Ringfenced Reserves			
Pedestrian Crossing Safety Audit	£5,000.00	£0.00	£0.00
Election Expenses	£900.00	£0.00	£0.00
Play Equipment CVPA	£2,000.00		£0.00
War Memorial	£500.00	£0.00	£0.00
Memorial Garden	£0.00	£2,000.00	£0.00
Parish Plan review	£0.00	£2,000.00	£0.00
Total Ringfenced Reserves	£8,400.00	£4,000.00	£0.00
General Reserves (balance b/f less ringfenced reserves)	£4,740.00		
Total Reserves	£13,140.00		

BANK RECONCILIATION Q1 2018/19

Balance b/fwd from 31st March 2018	£13,184.69
less payments	£8,001.81

add receipts		£27,680.00
BALANCE AS PER CASHBOOK		<u>£32,862.88</u>
Represented by bank balances	Lloyds	£27,630.10
	Natwest	£5,436.90
	Total	<u>£33,067.00</u>
Less unrepresented cheques & SO		
	P23	£32.87
	P24	£81.25
	123	£30.00
	126	£60.00
		<u>£204.12</u>
Add uncredited receipts		£0.00
RECONCILED BALANCE		<u>£32,862.88</u>

b) *Payments* - It was **RESOLVED** to approve the following payments:

Ref	Payee	Item	Chq	Net	VAT	Gross
P25-1819	Landright Services	Maintenance contract	SO	£200.00	£40.00	£240.00
P26-1819	St Thomas PCC	Room hire	125	£60.00	£0.00	£60.00
P27-1819	Npower	Electricity	DD	£2.95	£0.15	£3.10
P28-1819	EON Highways Lighting	Maintenance	BACS	£86.20	£17.24	£103.44
P29-1819	R Turner	Expenses & payrise	BACS	£107.64	£0.00	£107.64
P30-1819	SCPF	Pension Jul & Agug	BACS	£173.12	£0.00	£173.12
P31-1819	Web Orchard	Website	BACS	£190.00	£38.00	£228.00
P32-1819	Hanwood Village Hall	Grants & Network Rail fee (Grants £2,500, NR £310)	BACS	£2810.00	£0.00	£2810.00

c) *Income received* – Punch Taverns, payment towards landscaping of memorial garden - £2,700.

46/1819 **CORRESPONDENCE** – noted as follows:

- Community led road safety concerns – scheme discontinued temporarily.
- CPRE letter re Local Plan Review– noted.
- Rate relief consultation

47/1819 **NEXT MEETINGS**

- Items for agenda- to note requests
None.

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 be excluded during discussion of Items 48 to 50, they concern exempt matters

48/1819 **CLERK'S APPRAISAL**

It was **RESOLVED** to approve the clerk's appraisal and SCP28.

49/1819 **DEVELOPMENT WEST OF CARADOC VIEW**
Delegated to planning committee.

50/1819 **MEMORIAL GARDEN**
It was noted that the land has now been transferred from Punch Taverns to the Parish Council. A portion of the land is being transferred to an adjoining landowner, who will erect a 6ft wall around an agreed section of the land.