

MORETON SAY PARISH COUNCIL

Minutes of the Meeting of Moreton Say Parish Council held at Moreton Say Village Hall on Thursday 13th May 2021 commencing immediately after the Annual Parish meeting.

Present: Councillors C Dutton, C Wellon, A Wickett, G Turner, R Hughes, P Smith and Unitary Councillor P Wynn, also present Mrs J Evans (Clerk).

Apologies: Councillor P Duffy

1. **Welcome / Present / Apologises** – At the beginning of the meeting Cllr Dutton had to leave, unfortunately, as he felt unwell and Cllr Wellon took over chairing the meeting.
2. **Declarations of Interest** – None
3. **Public Session** – This was dealt with at the Annual Parish Meeting.
4. **Approval of the Minutes of the Meeting held on 26th March and the Extraordinary Meeting on 8th April 2021** – Prior to the meeting the Councillors had received copies of these minutes and it was resolved that they were a true and accurate record of the proceedings.
5. **Clerk's update regarding on-going matters** – The following information was provided to up-date the Council regarding various on-going issues not on the agenda:
 - a. The Clerk advised that all highways' issues raised at the last meeting had been reported to Shropshire Highways.
 - b. The work relating to the new website was on-going. The Clerk had hoped that it would be ready for the Councillor's approval for this meeting but unfortunately, she had been very busy and so this was not possible.
6. **Report from the Unitary Councillor** – This was dealt with at the Annual Parish Meeting.
7. **Report from other Committees by Moreton Say Parish Council Representatives** – No-one had attended any meetings since the last Parish Council meeting.
8. **Planning** – The following planning applications were considered and **comments agreed**:

20/04347/FUL – Erection of a single storey local needs dwelling including new access and detached garage – Land opposite New Street Lane Farm, New Street, Market Drayton, Shropshire – ***This was a re-consultation. The Council unanimously agreed to support this application and asked the Clerk to mention all the points raised when previously discussed and also say that the re-designs were more in keeping with the neighbouring grade 2 listed farmhouse.***

Determination of Planning

20/04140/FUL - Change of use of land to use as a residential caravan site for 5 gypsy/traveller families together with laying of hardstanding, erection of 5 amenity buildings and access improvements - Land Off A53, Market Drayton, Shropshire – **Application withdrawn**

21/01210/FUL - Erection of additional stables and provision of steel frame building for livestock, storage, and ancillary purposes to complement existing stud and equestrian business and retention of existing mobile home - Fordhall Grange Stud, Longford, Market Drayton, Shropshire, TF9 3PR - **Application withdrawn**
9. **General Power of Competency** - The Clerk explained the criteria for this and the Council agreed that, after the recent election, these conditions still applied to Moreton Say Parish Council.
10. **Finance**
 - a. **Expenses**

Payee	Expense	Chq No	Net Amount	Vat Amount	Authority
Moreton Say Primary School	Grant	61	£5,000.00		Localism Act
S D H Accounting	Internal Audit Fee	62	£135.00		LGA 1972 s 111
Chris Jordan	Grass Cutting	63	£90.00		LGA 1972 s 124 (1)
JE re McAfee	Lap top renewal fee	64	£89.99		LGA 1972 s 111
Jane Evans	Clerk's Salary - May 2021	SO	£243.76		LGA 1972 s 112 (2)
Jane Evans	Clerk's Salary - June 2021	SO	£243.76		LGA 1972 s 112 (2)
	Total		£5,802.51	£0.00	

The Council resolved to agree these expenses.

b. Bank Reconciliation:

Balance brought forward 1 st April 2021	£ 20,165.80
Add: Receipts to date	£ 13,135.98
Less: Payments to date	£ 493.76
Closing Balance	£ 32,808.02

Bank Balances as at 30th April 2021:

Current Account	£ 1,000.00
Deposit Account	£ 31,808.02
Less: un-presented payment	£ 00. 00
Total Bank Balance	£ 32,808.02

- c. Internal Auditor's Report** – A copy of this report had been circulated to the Council prior to the meeting and, having been reviewed, the Council agreed to approve this report.
- d. Annual Governance Statement** – The Council reviewed all the comments within this document and unanimously agreed to adopt this statement.
- e. Year End Statement of Accounts** – The Council reviewed and unanimously agreed to approve these accounts.
- f. Insurance Renewal** – Prior to the meeting the Clerk had obtained three renewal quotes from the current Insurance Broker, Came and Co, and also, an alternative quote from BHIB Council Insurance Brokers. The Clerk advised the Council of all the quotes and the Council unanimously agreed to change to BHIB and take out a three-year agreement as this was over £100 cheaper than the best Came and Co quote and the excess was half the amount.

11. Policy Documents – Prior to the meeting the Clerk had circulated the following policy documents:

- a. Standing Orders
- b. Financial Regulations
- c. Risk Assessment Schedule
- d. Shropshire Code of Conduct
- e. Publication Scheme, including ICO Model Publication Scheme
- f. Press & Media Policy
- g. Grants Policy
- h. Complaints Policy
- i. Councillor & Clerk Protocol
- j. GDPR Policies: Email Policy, Personal Data Management and Audit Policy, Privacy Policy, Records Management Policy and Subject Data Access Policy

It was proposed by Cllr Hughes and seconded by Cllr Turner that these policies be adopted by the Council en bloc, all agreed.

12. Highways & Environmental – The Council discussed the following issues:

- a. The field down Smythemoor Lane – The Clerk advised the meeting that matters had been reported to the relevant authorities and Cllr Hughes added that Shropshire Council's Environmental Team and Enforcement Officers were taking matters forward. Cllr Wynn will follow this up and report back for the next meeting.
- b. Traffic monitoring through Longford - The Council discussed this issue and the increase in traffic during the time when pupils were being dropped off/collected from the school. The Clerk was asked to liaise with the Head Teacher regarding this matter.
- c. Vantage Farm update – Cllr Dutton was not present to give an update so this item will be discussed at the next meeting and Cllr Wynn will speak to the farmer in the meantime.
- d. Cllr Turner advised that footpath sign had not yet been replaced on Smythemoor, the Clerk will chase.
- e. The Smythemoor subsidence was discussed and the Clerk was asked to liaise with Shropshire Highways to see if temporary warning signs could be installed.
- f. The condition of Green Lane, between Longford and Fordhall, was discussed and the Clerk was asked to phone Shropshire Highways and try to get some repair work done as a matter of urgency.
- g. The Potholes along the Drumble were also discussed and the Clerk will report these again by phoning Shropshire Highways and reporting them as urgent.

13. Street Lighting / Maintenance & Repairs – There were no issues reported at present.

14. Moreton Say Car Park – The Clerk confirmed that, in line with the Council's decision after reviewing the three quotes, A R Richards had been asked to undertake the maintenance work and she had explained to the company that it would be better if carried out during the half term holiday but they had not confirmed a start date. The Council discussed, and agreed, the need for posts to stop cars driving on to the grass and Cllr Dutton will be asked to liaise with A R Richards about getting this done.

15. Three Parishes Neighbourhood Plan – Cllr Turner reported that the Locality grant had been submitted but there were a few queries to sort out. It was agreed to hold an informal meeting to discuss the non-land comments received from the recent N P survey and the Clerk will arrange this for between 21st June and the next Parish Council meeting on 22nd July. Cllr Smith asked if a few more representatives from the Parish could join the Steering Group and Cllr Wellon agreed that she would try to attend the next meeting.

16. Correspondence - SALC and Shropshire Council emails have been forwarded to the Councillors when received and additionally a letter from Hope House was received, this was noted.

17. Parish Matters – No further matters were discussed.

18. Agenda Items – It was suggested that, in addition to previously mentioned items, a co-ordinated litter pick could be discussed at the next meeting on 22nd July 2021.

There being no other business the Chairman declared the meeting closed at 8.40 pm

Approval of the Minutes held on 13th May 2021

Minutes accepted and approved by Moreton Say Parish Council at a meeting held on 22nd July 2021

Signed by the Chairman

