

**MINUTES**  
**CARDINGTON PARISH COUNCIL MEETING**  
held in the Village Hall  
on  
Tuesday 6<sup>th</sup> July 2021  
Commencing at 8pm

**Present:**

C'llr Tonks (Chairman); C'llr Norris (Vice Chairman); C'llr Maydew; C'llr Davies; C'llr Pennington; C'llr Boulton; C'llr Watkins

Shropshire C'llr D Morris

**1. Public Session. Limited to 15 minutes**

No members of the public were present at the meeting.

**2. Acceptance of Apologies**

Apologies were received from C'llr Seabury and C'llr Rogers.

**3. Declarations of Interest**

When item 7 Planning was discussed C'llr Pennington declared an interest in planning applications. See Item 7.

**4. Minutes of the meeting held on Tuesday 11<sup>th</sup> May 2021**

It was proposed by C'llr Boulton, seconded by C'llr Watkins and unanimously agreed that the Minutes of the meeting held on 11<sup>th</sup> May provided a true and accurate record of the meeting.

**5. Correspondence**

The Clerk reported the following correspondence.:-

- Letter of thanks sent to C'llr McMillan who did not stand for re-election.
- Letter of thanks sent to C'llr Roberts who did not stand for re-election
- The Clerk forwarded all Disclosable Pecuniary Interest Forms for the 6 elected and 3 co-opted Councillors.
- The Clerk informed the Elections Office that 3 Councillors, C'llr Maydew; C'llr Davies and C'llr Watkins were elected to serve as co-opted Councillors to fill the three remaining vacancies following the elections.
- Response sent to West Mercia Police who asked for comments from Parish Councils on the Local Policing Charter.
- Request to Graham Downes, Shropshire Council Highways, asking him to attend the July meeting. Despite two reminder e-mails and C'llr D Morris asking him to respond no reply was received.
- West Merica Police requested dates of Parish Council meetings which the Clerk supplied. They intend to either attend the meetings or send reports ahead of the meeting.
- The Clerk circulated the forms for Councillors to complete if they require a full register of electors.
- C'llr Norris agreed to speak to the Police regarding the position of the Smartwater sign at Gretton and request some additional signs.
- All other correspondence had been forwarded to all Councillors as it is received.

**6. Broadband Update**

The Chairman told the meeting that SWS had visited households and it is understood that sufficient households had expressed an interest. The Chairman agreed to speak to SWS and report to the September meeting.

## **7. Planning:**

### **a. Decisions on previously discussed applications:**

- 20/01280/FUL Gilberries Lane – static caravans - the Parish Council commented on this application. Application refused on 16.6.21
- 20/04288/FUL- Proposed local needs dwelling – Cardington Moor. The Parish Council commented on this application. shown on the web site as Awaiting a decision.
- 21/01213/Ful – Shootrough Farm, Cardington – erection of single storey extension. This Parish Council had no objection to this application. Permission Granted 27.5.21
- 21/01887/VAR – Southmere, Cardington – variation of Condition No 2 (approved plans) dated 24.7.18 (18/02310/FUL. Granted 18.6.21
- 21/01543/FUL – Court Farm, Gretton – Construction of building to cover silage pit, Granted 17.5.21

### **b. Applications considered between meetings using delegated powers:**

- 21/02232/FUL - Garden Cottage, Plaish – erection of detached home gym and storage building and replacement of garden shed. The Parish Council had no objection and supported this application. Shown on the web site as pending consideration

### **c. Clerk to report any other planning matters including any new planning applications received just before the meeting.**

- 21/02823/COU – Holly Cottage, Gully Green – change of use of ancillary domestic outbuilding to a holiday let unit. Validated 23.6.21. C'lr Pennington expressed an interest in the application as this is a neighbouring property. It was proposed by C'lr Tonks seconded by C'lr Watkins and agreed that the Parish Council had no objection to this application.
- 21/02738/FUL – The Fold Yard, Wilstone – erection of single storey extensions, erection of new garage, conversion of existing garage into bedroom. C'lr Pennington expressed an interest in this application as it has been submitted by a neighbour. It was agreed that C'lr Norris would arrange a site visit and C'lr Davies, C'lr Watkins, C'lr Boulton and C'lr Maydew would also attend the site visit.

## **8. Highways**

### **a. Highways Maintenance scheme: update.**

The Clerk told the meeting that the application for the £3,000 Environmental Maintenance Grant had been submitted to Shropshire Council on 22<sup>nd</sup> February 2021. There had been a change in Officers dealing with the Grants and therefore a delay in any response from Shropshire Council. The latest e-mail from Shropshire Council stated that all grants should be paid by 9<sup>th</sup> July,

### **b. Progress on Highway Matters reported**

C'lr Dan Morris told the meeting that MYShropshire was proving to be ineffective and would be replaced by a new system which it is hoped will prove much more efficient. It was agreed that the Parish Council have found the reporting and actions taken by Shropshire Council to be completely unacceptable. The Chairman agreed to write a letter on behalf of the Parish Council to the Deputy Leader, C'lr Steve Charmley.

### **c. Any further highway matter to report**

The Clerk was asked to contact officers at Shropshire Council to request that the grass verges are cut as a matter of urgency.

## **9. Finance**

### **a. Invoices to pay:**

Darren Hall 1<sup>st</sup> grass cut to churchyard £230. Paid 7<sup>th</sup> June cheque No 100342

Came and Company Annual Insurance Premium £218. Paid 21<sup>st</sup> June cheque No 100343

Clerk salary June/July plus expenses £359.36 Cheque No. 100344

HMRC Tax due on Clerk's salary £84.20. Cheque No. 100345  
ICT Vision Website Hosting and Support August 2021 – July 2022 £210. Cheque  
No.100346  
SALC Affiliation Fees 1<sup>st</sup> April 2021 - 31<sup>st</sup> March 2022. £223.69 Cheque No. 100347

It was proposed by C'llr Boulton, seconded by C'llr Norris and unanimously agreed that the above accounts be paid.

**b. Bank Reconciliation**

The Clerk circulated the bank reconciliation showing a balance held at bank totalling £14,556.71 after payment of the accounts above. This is made up as follows:-

£2,906 Burial fees

£ 293.12 Transparency funds (£210 to ICT Vision had been taken from this fund)

£1,599.16 CIL

£1,555.46 Neighbourhood Fund received May 2021

£1,500.00 Matched funding for Environmental Maintenance Grant

£6,702.97 remaining PC Funds

The Clerk told the meeting that she had submitted the VAT claim in the sum of £649.48 which had not yet been paid. This will be added to the Parish Council funds when received.

**c. Clerk to report progress with Annual Governance Return**

The Annual Governance Return had been agreed and signed at the May Meeting. The Certificate of Exemption had been submitted to the External Auditor on 11<sup>th</sup> June (deadline was 2<sup>nd</sup> July). An automated response had been received on 11<sup>th</sup> June.

The Notice of Electors Rights was posted on the notice board and on the web site on 1<sup>st</sup> June giving electors the right to contact the Clerk and inspect the accounts during the period from Monday 14<sup>th</sup> June – Friday 23<sup>rd</sup> July.

**10. Approve the following policies, which were circulated to all Councillors at the May meeting:-**

- Financial Risk Assessment
- Privacy Policy
- Complaints Procedure
- Disciplinary Procedure
- Personal Data Management and Audit Policy
- Grievance Procedure

It was proposed by C'llr Pennington, seconded by C'llr Norris and unanimously agreed the policies were approved.

**11. Shropshire Council Report.**

C'llr Dan Morris reported the following:-

- Full Council Meeting will be held on Thursday when the Local Plan showing development until 2036 is likely to be approved. This is an important document to get signed off to prove the Council do have a 5 year land supply for development and a plan for industrial development. 28,750 houses will be built by 2036 with 75% being in towns and urban areas.
- The Parliamentary Boundary Review is ongoing and it is likely that Ludlow and Burnell will be moved to the Severn Valley Parliamentary Division ahead of the General Election in 2024.

**12. Date of next scheduled meeting – Tuesday 7<sup>th</sup> September 2021**

There being no other business the meeting closed at 9.40pm