

**MINUTES OF
CARDINGTON PARISH COUNCIL MEETING
held on
Tuesday 8th January 2019 at 8pm**

Present: C’Ilr C Tonks (Chairman); C’Ilr A Seabury (Vice Chairman); C’Ilr S Pennington; C’Ilr J Norris; C’Ilr Maydew, C’Ilr McMillan; C’Ilr V Rogers; C’Ilr A Roberts; C’Ilr R Davies

C’Ilr Dan Morris

1. Public Session. Limited to 15 minutes

Six members of the public attended the meeting.

2. Acceptance of Apologies

All Councillors were present at the meeting

3. Declarations of Interest

C’Ilr McMillan declared an interest in the planning application for Manor Farm, Cardington (18/05510/FUL) as he had made a comment on the planning portal. He left the meeting when this application was discussed.

4. Minutes of the meeting held on Tuesday 6th November 2018

It was proposed by C’Ilr McMillan, seconded by C’Ilr Seabury and unanimously agreed that the Minutes of the meeting held on 6th November provided a true and accurate record of the meeting.

5. Correspondence – letter from Broby family regarding PC refusal to allow memorial as discussed at September meeting.

The erection of a memorial in the parish council owned part of the churchyard was discussed at the September meeting. When it was unanimously agreed that as this was an untraditional gravestone it was inconsistent with the diocesan churchyard regulations as the burial ground is within the precincts of an ancient church, this memorial was not considered appropriate.

Following the September meeting the Clerk had advised Stretton Memorials of this decision.

On 24th December the Clerk received a recorded delivery letter from the Broby family, which she had circulated to all Councillors. The Clerk acknowledged the letter, by Royal Mail tracked delivery, to the Broby family on 2nd January pointing out some inaccuracies in the letter and advising the family that their letter would be brought to the attention of the Parish Council at their meeting on 8th January. However, by 8th January Royal Mail tracking did not show the letter as being delivered.

The Clerk had prepared a diary of events and actions taken and as the Broby family were stating that they were likely to take legal advice the Clerk would forward the diary of events and all correspondence to SALC and NALC for advice that the Parish Council has acted properly when reaching the decision not to allow the proposed memorial.

The Clerk reminded the meeting that under the agreed Standing Orders a decision cannot be reversed within six months unless new information has come to light that was not known when the matter was discussed. Or, under Standing Orders, the matter could be revisited if written notice is received from Councillors stating that they wish to revisit.

It was unanimously agreed that the Clerk would forward a further letter to the Broby family explaining that the Parish Council had always complied and had adopted the Diocesan Churchyard Regulations when making decision concerning headstones/memorials. The Clerk was asked to make it clear to the family that the Parish Council were not refusing a suitable memorial and would be happy to consider an alternative memorial.

6. Phone Kiosk update

C’Ilr McMillan told the meeting that Mr and Mrs Noblet had volunteered and made an excellent job of refurbishing the kiosk which was now looking very smart. He had visited the village of Ticklerton, where they had adopted the kiosk in the village and had local history and information displayed in the kiosk. C’Ilr

McMillan had contacted a company in Craven Arms who would supply and print the display boards. A local resident had agreed to do some art work to make the boards look more interesting.

C’lfr McMillan outlined the information he was intending to display, including the history of Cardington and Shropshire, topography of the area, the church and details of a local walk taking in Wilstone and the Caradoc. The public footpath map would also be included. It was anticipated that two sides of the kiosk would be covered down as far as a readable height. It was suggested perhaps a book exchange could also be in the kiosk.

A local resident had agreed to engrave wording on the box including the words Cardington and Information. C’lfr Rogers told the meeting that the resident had explained that it would be difficult to engrave and the words would be on Perspex fitted inside the glass panel..

C’lfr McMillan estimated that the total cost would of printing and mounting the boards would not exceed £300. It was proposed by C’lfr Seabury, seconded by C’lfr Pennington and unanimously agreed that £300 would be made available to cover this work.

7. Planning:

a. Decisions on previously discussed applications:

- 18/02730/FUL Cruck Barn, Gretton - : Erection of three bay garage with study, bedroom and en suite above following removal of existing steel portal frame, roof and cladding (also LB application) This application had been granted on 18.12.18
- 18/03208/FUL Upper Farm, Wilstone – construction of an agricultural slurry lagoon. This application had been granted on 4.12.18.
- 18/03661/FUL Barn Conversion, NE of Chatwall Lawn. This application had been granted on 23.11.18

b. considered between meetings using delegated powers:

- .18/05181/FUL Church Cottage, Cardington – Erection of a two storey rear extension together with internal alterations and erection of garden room – Parish Council had no objection. This application is shown as “pending consideration”.

c. Any other planning matters including any new planning applications received just before the meeting.

- **18/05510/FUL Manor Farm, Cardington – Erection of stable block and a tractor store.** Circulated to Councillors 6.12.18. As C’lfr McMillan had declared an interest he left the meeting when this application was discussed. C’lfr Norris told the meeting that he had visited the site today. The application was discussed and it was proposed by C’lfr Roberts, seconded by C’lfr Seabury and unanimously agreed that the Parish Council would make the following comments:-
“The Parish Council welcome the design and style of the buildings and appreciate that the applicant has ensured that the design style is consistent with neighbouring buildings and support the design and materials used. If the roof height could be lowered or the base reduced the Parish Council would not have any objection to this application. However, the Parish Council cannot support the present application as the height of the buildings impact on neighbours and adversely affect the approach to the village and for this reason only the Parish Council object to this application”.
- **18/05540/LBC Malsters Tap, Cardington – replacement of all windows of a Grade II Listed Building**
The application had been received and forwarded to all Councillors on 7th January. The application was in keeping with the existing windows and the conservation area and as this is a listed building application the Parish Council agreed not to comment.

8. Highways

a. Report of Meeting with C’lfr Steve Davenport

The Chairman told the meeting that meeting with C’lfr Steve Davenport, the Shropshire Council Portfolio holder for Highways and Ian Walshaw from Shropshire Council Highways had proved to be very encouraging and the parish Council had received positive reassurance from Steve Davenport that he was aware of poor service in the past and he seemed determined to make improvements.

The Chairman was disappointed at the response to the Clerk’s spreadsheet showing highway matters previously reported, many of which had not be addressed. The Parish Council had been advised to make a list of the three most important outstanding high issues and forward these to Steve Davenport and Ian

Walshaw and attention would be given to the three outstanding highway matters that the Parish Council considered were priority. It was agreed that the Clerk would forward the following as priority:-

- Footbridge over the ford in Cardington – bridge needs replacing and widening.
- Drains problems in the following – Top of Botvyle Bank overflows summer and winter and hazardous in icy conditions; drain blocked at Enchmarsh Bank half way along the road leading from Cardington to Enchmarsh, It would appear that the pipe has collapsed - gully blocked near Ley Hills Farm.
- Numerous deep potholes across the whole of the Parish the worst of which is on Gilbrierries Lane and also half way down Causeway Bank. Although just outside our Parish the deep pothole at Butchers Barn had still not been repaired.

The Chairman told the meeting that Steve Davenport and Ian Walshaw had expressed surprise that the grit bins in the parish had not been refilled despite the Clerk supplying a listing of the position of all bins in the Parish. The bins have still not been filled. The Clerk was asked to write to Steve Davenport and the Highways Department expressing the Parish Council's disappointment that the grit bins had still not been replenished despite the reassurance that this would be done.

b, Maintenance scheme: update.

C'lr Norris told the meeting that the contractor would now undertake the works to the laybys and he asked Councillors to make him aware of any other issues that the contractors should address. It was anticipated that the £2,296 highways maintenance grant money held by the Parish Council would be spent in this financial year.

c. Any further highway matter to report

Prior to the meeting the Clerk had circulated details of the Revised Environmental Maintenance Grant. A total of £75,000 had been made available by Shropshire Council and Parish Councils could apply for a maximum of £1,500 and matched funding up to a minimum of 1:1 had to be provided. Applications had to be received by 31st December. The Clerk had not received any feedback and had not applied for the Grant for the financial year 2018/19.

9. Finance:

• **Invoices to pay:**

Clerk salary Nov/Dec plus out of pocket expenses £346.37. Cheque No. 100277.

HMRC Tax due on Clerk's salary £82.40. Cheque No. 100278.

C'lr Norris who purchased gifts for the Church Warden and the person who assisted him producing the church yard plan for the Parish Council (see Item 6 (b) November Minutes). £15.50. Cheque No. 100279

It was proposed by C'lr Tonks, seconded by C'lr Roberts and unanimously agreed that the above accounts be paid.

C'lr Davies reminded the meeting that the £50 had not been paid to the Poppy Appeal in November. It was agreed that this amount would be carried forward an increased donation would be paid in November 2019.

• **Bank Reconciliation**

The Clerk had prepared the bank reconciliation showing a balance of £9,427.78. This included £1599.16 Balance CIL money; £2,262.96 Highways Maintenance Grant; £1,720 burial fees; £1,248.03 Transparency fund; £2,079.73 carry forward at 1st April plus £517.90 balance of 2018/19 precept.

The Chairman signed the Bank reconciliation and the bank statements,

• **Agree Asset Register**

The asset register had been circulated with the Agenda. It was proposed by C'lr Tonks, seconded by C'lr Roberts and unanimously agreed that this was a true reflection of the assets held by the Parish Council. The Chairman signed a copy of the asset register.

• **Agree Precept 2019/20**

The Clerk had prepared a sheet showing the 2018/19 precept and expenditure against the 2018/19 precept. It was proposed by C'lr Tonks, seconded by C'lr Seabury and unanimously agreed that the precept for 2019/20 would be set at £5,500.

10. Local Joint Committee

No dates have been announced for the Local Joint Committee Meetings. C'lr Pennington told the meeting that he had attended an AONB on 4th December when the proposal to extend the National Park to include the Shropshire

Hills and Corvedale. C’lir Pennington told the meeting that this was a lengthy discussion and a proposal which would have far reaching effects on the area is it was adopted.

11. Shropshire Council Report.

C’lir Dan Morris reported the following:-

- Meetings in all Place Plan Areas will be arranged in the spring and a meeting will be held in Church Stretton to give feedback before the next stage.
- An update will soon be available concerning the CIL 123 List.
- The Council meeting was held in December and the Finance Strategy Consultation will take place from 7th January – 18th February.
- In 2019/20 the Council have to find additional savings of £18.5m. The Council will continue to focus on their statutory duties.
- The Community Enablement Teams have now been disbanded and some staff have been moved to other areas including the Place Plan Review.
- Two additional Place Plan Review Areas have been created.

12. Agree Financial Regulations (circulated with Agenda)

A copy of the SLCC Financial Regulations had been circulated with the Agenda. It was proposed by C’lir Pennington, seconded by C’lir Rogers and unanimously agreed that the Financial Regulations be adopted. The Chairman signed a copy of the Financial Regulations.

13. Agree Standing Orders (circulated with Agenda)

The Clerk had circulated copies of the NALC Model Standing Orders 2018 (England) with the Agenda. Gaps shown in brackets on the model standing orders were completed and signed by the Chairman. It was proposed by C’lir Tonks, seconded by C’lir Norris and unanimously agreed that the Model Standing Orders 2018 (England) complete with the added information in brackets be adopted. The Chairman signed a copy of the Standing Orders.

13. Agree Risk Assessment (circulated with Agenda)

The Risk Assessment had been circulated with the Agenda. It was proposed by C’lir Tonks seconded by C’lir Seabury and unanimously agreed that the Risk Assessment be adopted. The Chairman signed a copy of the Risk Assessment

14. Date of next scheduled meeting – Tuesday 6th March 2019