

**MINUTES**  
**CARDINGTON PARISH COUNCIL MEETING**  
**HELD ON TUESDAY 7<sup>th</sup> MAY at 8pm**  
**In CARDINGTON VILLAGE HALL**

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

C’Ilr Dan Morris

Two members of the public attended the meeting.

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

The members of the public attending the meeting did not wish to comment t this stage.

**2. (a) Election of Chairman**

It was proposed by C’Ilr Seabury, seconded by C’Ilr Davies and unanimously agreed that C’Ilr Tonks be elected to serve as Chairman until the 2020 Annual General Meeting.

**(b) Election of Vice Chairman**

It was proposed by C’Ilr Davies. seconded by C’Ilr Tonks and unanimously agreed that C’Ilr Norris to elected to serve as Vice Chairman until the 2020 Annual General Meeting.

**(c) Election of Footpath Warden**

C’Ilr Roberts expressed an interest in serving as the Parish Council Footpath Warden. As C’Ilr Pennington is currently elected to serve as Footpath Warden it was agreed that this would be deferred until the July meeting.

**(d) Election of Councillors with responsibility for Planning**

It was proposed by C’Ilr Davies, seconded by C’Ilr Roberts and unanimously agreed that the Clerk circulates planning applications to all Councillors and C’Ilr Seabury organises site visits as appropriate. and Norris

**(e) Election of Councillor with responsibility for Churchyard**

It was proposed by C’Ilr Davies. seconded by C’Ilr Seabury and unanimously agreed that C’Ilr Norris would serve as the Councillor with responsibility for the Churchyard until the 2020 Annual General Meeting.

**(f) Election of Representative to attend SC Emergency Planning Meetings**

It was proposed by C’Ilr Norris. seconded by C’Ilr Seabury and unanimously agreed that C’Ilr Maydew would serve as the Councillor who would attend Emergency Planning Meetings until the 2020 Annual General Meeting

**(g) Election of Parish Council representative on Local Joint Committee**

The Local Joint Committee meetings have not been held for some time. C’Ilr Pennington is the Councillors who attends these meetings when arranged.

**(h) Election of Parish Council Representative on the AONB**

It was proposed by C’Ilr Davies, seconded by C’Ilr Norris and unanimously agreed that C’Ilr Pennington would serve as the Parish Council representative on the AONB until the 2020 Annual General Meeting.

**(i) Election of Parish Council Representative responsible for reporting highway matters**

It was proposed by C’Ilr Seabury, seconded by C’Ilr Norris and unanimously agreed that C’Ilr Roberts would serve as the Parish Council representative responsible for reporting highway defects until the 2020 Annual General Meeting.

**3. Acceptance of Apologies**

Apologies were received from C’Ilr Pennington and C’Ilr McMillan

#### **4. Declarations of Interest**

No declarations of interest were received.

#### **5. Minutes of the meeting held on Tuesday 4<sup>th</sup> March 2019**

It was proposed by C’Ilr Davies, seconded by C’Ilr Seabury and unanimously agreed that the Minutes of the Meeting held on 4<sup>th</sup> March provided a true and accurate record of the meeting.

#### **6. Correspondence**

The Clerk told the meeting that she had received a letter from Gwilym Butler, Portfolio Holder for Communities and Place Plans, stating that they have received 42 Expressions of Interest for CIL Local Fund totalling £2.5m covering a wide range of projects from children’s playgrounds to village hall renovations. Cardington Parish Council asked for £13,400 to repair the footbridge in Cardington. (Cost of project £15,000 less PC contribution £1,600) The outcome will be known by the end of May.

#### **7. Phone Kiosk update**

No update was given as C’Ilr McMillan had sent his apologies.

#### **8. Planning:**

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

- 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. Granted 11.3.19
- The Malsters Tap, Cardington – replacement of all windows to a grade II Listed Building – Parish Council did not comment on this application. Granted 11.3.19.
- 19/00618/FUL Lower Chatwall Farm, Chatwall – installation of E class Biomass Boiler – Parish Council had no objection. Granted 28.3.19
- 13/03524/FUL Annexe at Shootrough Farm. Removal of Condition 8 to allow residential usage. Pending Consideration.

##### **b. Any other planning matters including any new planning applications received just before the meeting.**

The Clerk received an e-mail from Mr Barry Pinches asking the Parish Council to confirm he and his wife Laura’s local connection as they hope to be eligible to apply for planning permission under the “Build Your Own” Affordable House scheme. Mr Pinches was present at the meeting and had forwarded an e-mail to the Clerk setting out how he and his wife meet the local connection criteria. It was proposed by C’Ilr Tonks, seconded by C’Ilr Rogers and unanimously agreed that the Clerk would write to the Housing Enabling Officer to confirm the local connection.

C’Ilr Davies told the meeting that he had received complaints from members of the public concerning the caravan parked at Hoar Edge. This was an ongoing problem and caused distress to residents using the public footpath. Rubbish is strewn in the vicinity of the caravan. Planning Enforcement are aware of this problem. It was agreed that the Clerk would contact Planning Enforcement.

#### **9. Highways**

##### **a. Environmental Maintenance Grant.**

The Clerk told the meeting that the Parish Council had not applied for an Environmental Maintenance Grant for 2019/20. The Scheme changed in 2018 and any application must be met by 50% matched funding. The Clerk had not been notified if applications were being received for 2019/20. It was proposed by C’Ilr Tonks, seconded by C’Ilr Norris and agreed that is the same system applied for 2019/20 the Parish Council would apply for £1,250 and offer £1,250 matched funding. When application forms are available the Clerk agreed to forward to C’Ilr Norris.

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

C’Ilr Seabury reported that potholes had been repaired on the Cardington – Stone Acton road.

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

The grip in the verge at Plaish is blocked again and causing the highway to flood. C’Ilr Norris agreed to

speak to the landowner.

C’Ilr Roberts told the meeting that he had signed up to Shropshire Council’s highway reporting system “MyShropshire” and this appeared to be an effective way of reporting highway issues with a trail of actions taken by Shropshire Council. It was agreed that any highway issues would be reported to C’Ilr Roberts who would follow them up on behalf on the Parish Council.

## **10. Finance:**

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

It was proposed by C’Ilr Tonks, seconded by C’Ilr Norris and unanimously agreed that the following accounts be paid:-

- Clerk salary April and May including postage £339.47. Cheque No.100284 was prepared in the sum of £339.47
- HMRC Tax due on Clerk’s salary £82.40. Cheque No 100285 was prepared in the sum of £82.40
- Came and Co. Insurance. £218.00 The Premium remains unchanged. Cheque No.100286 was prepared in the sum of £218.00
- L. Pardoe internal audit. £50.00. Cheque No. 100287 was prepared in the sum of £50.00

C’Ilr Norris told the meeting that Mr D Hall had commenced with the grass cutting in the churchyard and would submit an invoice to Clerk when the cut was complete. It was proposed by C’Ilr Tonks, seconded by C’Ilr Norris and unanimously agreed that the Clerk would prepare the cheque in the sum of £230 when the invoice was submitted. (Note cheque No. 100288 was prepared in the sum of £230 on 15<sup>th</sup> May).

### **b. Bank Reconciliation**

The Clerk told the meeting that the £5,500 precept for 2019/20 had been paid into the bank. The Clerk circulated the Bank reconciliation showing a balance held at bank after payment of the accounts approved above of £10,825.04. This includes £1,599.16 balance of CIL Money, £1,700 Burial fees£1,248.03 Transparency Fund and £1,397.72 parish Council carry forward from 2018/19). The Clerk told the meeting that she had submitted the VAT Return in the sum of £ 462.80 and is awaiting the reimbursement from HMRC.

### **c. Approve 2018/19 Accounts**

The 2018/19 Accounts have been audited by Lorna Pardoe the Internal auditor and her report was read out by the Clerk.

The Clerk circulated and explained the 2018/19 Accounts. It was proposed by C’Ilr Norris seconded by C’Ilr Seabury and unanimously agreed that the accounts provided a true and accurate record of the financial transactions of the Parish Council for the period 1<sup>st</sup> April 2018 – 31<sup>st</sup> March 2019. The Chairman then signed the Annual Return and the Annual Governance Statement. The Clerk will submit the Certificate of Exemption as agreed at the March Meeting.

## **11. Churchyard**

### **(a) Update**

No matters were reported.

### **(b) Request for the erection of a memorial headstone**

The Clerk told the meeting that she had received an application form from the Diocese of Hereford for the erection of a memorial to Margaret Kennedy who died on 20<sup>th</sup> March 2018. The applicant is a relative Mr Maydew and a cheque amounting to £73 was attached. It was agreed that this had been wrongly addressed to the Parish Council and should have been sent to the Parochial Church Council. C’Ilr Tonks agreed to pass this to the PCC.

## **12. Church Stretton Local Plan Meeting – C’Ilr Tonks to report**

C’Ilr Tonks had attended the meeting held at the Silvester Horne Institute in Church Stretton. C’Ilr Tonks told the meeting that the footbridge in Cardington had been discussed at the meeting. C’Ilr Dan Morris told the meeting that a new member of the Shropshire Council Highways Team, Andrew Wilde, has agreed to look at this problem with a view to handing the responsibility for the footbridge to the Parish Council. Shropshire Council had previously provided a quotation in the sum of £15,000 for the repairs (The Parish Council submitted an Expression of Interest for CIL money in the sum of £13,400). C’Ilr Dan Morris told the meeting that Beaver Bridges do this type of work for other Parish Councils and would also provide a quote for this

work.

26,000 dwelling will be built in the next five years in designated market towns. Cardington is designated as Open Countryside and will not be required to take new housing.

### **13. Shropshire Council Report**

C’Ilr Dan Morris reported the following:-

- The Bus Consultation ended yesterday. Rural bus service changes proposed may not happen. Boltons have resigned the Saturday bus service from Cardington to Shrewsbury. This service has been out to re-tender and it is understood that tenders have been received. It is understood that the Park and Ride may have been exploited and changes were likely to be made to this service
- A Boundary review is being considered which will affect Bridgnorth the review will take place 2021-2025 and come in force 2025-2029.
- Green waste collection will not be changed.
- Shrewsbury now have a Monopoly Board Game.
- Shropshire Council have now appointed C’Ilr Dean Carol as he Portfolio Holder with responsibility for climate change.

### **13. Date of next scheduled meeting – 2<sup>nd</sup> July 2019**