

## HODNET PARISH COUNCIL

Minutes of the Meeting of Hodnet Parish Council held at The Lyon Hall, Hodnet  
on Thursday 15<sup>th</sup> September 2016 at 7.30pm

1. **Present:** Councillors Mr C Mackie, Mr J Parker, Mr M Morgan, Mr J Powell, Mr A Cope, Mr R Downes, Mr H Trevor, Mr I Willicombe, Mr N Newitt, also present was Mrs J Evans (Clerk)
2. **Welcome and Apologies** – Apologies were received from Councillors Mr J Roberts, Mrs M Rees and Unitary Councillor Mrs K Calder
3. **Declaration of Interest** – Cllr Downes and Mrs Evans had previously declared an interest in any discussion regarding the application for a Right of Way through Peplow Estate and this still stood.
4. **Public Session** – There were three members of the general public present, Mr R Underwood, Chairman of Hodnet Footpath Group and two residents of Stoke on Tern Parish who were collating information for the application to create a Public Right of Way through Peplow Estate. Mr Underwood spoke to the meeting about Hodnet Footpath Group's support of this application. The Cllrs discussed the matter and it was proposed by Cllr Mackie that the Parish Council support the application provided that the necessary process was followed in establishing whether there were sufficient grounds for a Right of Way to be created. Cllr Powell seconded the proposal and all agreed, although Cllr Downes did not vote due to his prior Declaration of Interest. Cllr Mackie confirmed to the members of the public that a written letter to this effect would be sent to Stoke on Tern Parish Clerk. *After this session the member of the public left the meeting.*
5. **Minutes** - The minutes of the Parish Council Meeting held on 4<sup>th</sup> August 2016 and the Planning Committee meeting held on 25<sup>th</sup> August had previously been circulated and Cllr Morgan proposed all these minutes to be a true and accurate record of proceedings, Cllr Cope seconded the minutes of the Parish Council meeting and Cllr Newitt seconded the minutes of the Planning Committee meeting and they were both duly signed.
6. **Matters Arising from Minutes** - The following information was provided to up-date the Council regarding various on-going issues:
  - a. Lease of Land to Hodnet Sports Association – This lease has now been completed and the invoice from the Parish Council's solicitors Graham Withers had been received and detailed in the expenditure below, although the invoice from the Hodnet Sports Association's solicitor had not yet been received.
  - b. A letter had been sent to Mr Goodwin to request him to carry out the work in the Lyon Hall carpark and the driveway of Hodnet Club but neither of these had been done yet and the Clerk will chase.
  - c. Despite advising Shropshire Highways of all the potholes and road surfacing that needed to be carried out in the Parish the Clerk reported that, other than The Avenue at Peplow, none of the works had been done. Cllr Powell confirmed that the road surface at the bottom of The Rock was now in a terrible state and the Clerk was instructed to liaise further with Shropshire Highways.
  - d. The weed spraying had now been carried out and the invoice received from Nobridge Nurseries, detailed below. Cllr Parker confirmed that the War Memorial had been sprayed but Cllr Powell did not think that the Marchamley area had been done. As the work had only been carried out in the last 10 days Cllr Powell will notify the Clerk if the weeds do not look to be dying over the next week or so.
  - e. The car in the Lyon Hall car park has now been removed which was welcomed by all Cllrs.
  - f. The Clerk has liaised with B T regarding the three year wayleave payment but although a figure of £151.58 was agreed the amount actually received directly into the bank account was only £138 and so the Clerk will chase for the outstanding payment.
  - g. An email from Shropshire Council regarding the North Salop Wheelers volunteer bus service, along with a poster, had been received but it was still not clear as to whether this would travel through Hodnet if requested. Cllr Mackie advised the meeting that he and the Clerk would look into this matter further.
7. **Planning** - To consider the following planning applications:

**16/03772/FUL** - Erection of a part two storey with first floor balcony, part single storey and part first floor extension – 34 The Grove, Hodnet, Market Drayton, Shropshire TF9 3 NU – This application was discussed, Cllr Parker proposed that the Parish Council support it, Cllr Trevor seconded this and all agreed.



## Determination of Planning

**16/02893/FUL** - Erection of a part two storey with first floor balcony, part single storey and part first floor extension - Station House, Peplow, Market Drayton, Shropshire, TF9 3JZ – **Permission Granted**

**16/03252/FUL** - Internal and external alterations in connection with conversion of barn into single dwelling - Heathbrook Cottage, Wollerton, Market Drayton, Shropshire, TF9 3JG – **Permission Granted**

**16/03295/FUL** - Installation of an all-weather gallop track and horse training facility - Lostford Manor Stables, Lostford Lane, Wollerton, Market Drayton, Shropshire, TF9 3QW – **Permission Granted**

The Clerk advised the meeting that she had received an email from Shropshire Council to say that they were currently reviewing the way in which the planning application process worked and were considering extending the 21 day comment period to 31 days but without any further extensions allowable. They were also considering no longer sending paper copies of the applications through to the Parish/Town Councils. The Cllrs discussed these initiatives and, although they supported the extended time to make comments, it was generally felt that a paper copy of the application was helpful at meetings and asked the Clerk to write to Shropshire Council to suggest that as the applicant has to provide a number of copies of the application in the first place could the Parish/Town Councils not have one of them.

## 8. Accounts

### Expenditure

Payee	Details	Chq/DD	Amount	Authority
Wollerton U R Church	Room hire for meeting	1971	£18.00	LGA 1972 s 134 (4)
Graham Withers	Legal Fees for grant of lease	1972	£53.00	LGA 1972 s 111
Nobridge Ltd	Weed spraying	1973	£342.00	HA 1980 ss 43,50
Jane Evans	Salary	1974	£1,125.00	LGA 1972 s 112
Jane Evans	Expenses	1975	£119.50	LG (FP)A 1963 s 5
E-on	Electricity for Street Lighting	DD	£315.92	PCA 1957 ss 3 (1)
Benbow Bros (Timber) Ltd	Tree work	1976	£720.00	LGA 1894 s 8 (1) (i)
Mrs Bennett	Lyon Hall Carp Park	1977	£105.00	RTRA 1984 s57
	<b>Total</b>		<b>£2,798.42</b>	

These expenses were proposed by Cllr Powell, seconded by Cllr Morgan and the cheques were duly signed.

### Bank Reconciliation – The Bank Reconciliation at the end of the previous month :

Balance brought forward	£ 51,172.95
Add Receipts	£ 449.29
Less Payments	£ -926.46
Balance to be carried forward	£ 52,548.70

### Bank Balances as at 31<sup>st</sup> August 2016:

Current Account	£ 100.00
Reserve Account	£ 10,427.39
C I L Reserve Account	£ 42,021.31
Total of Reconciled Bank Balances	£ 52,548.70

9. **Highways and Environmental Health** - The Clerk advised the meeting of the following Highways issues
- A529 north of Adderley – These roadworks have overrun but should be finished by the end of this week
  - Mickley Lane, Mickley – proposed one day road closure on 5<sup>th</sup> October 2016
  - Hazel Road, Shawbury – proposed one day road closure on 1st November 2016

Cllr Powell advised the meeting that when a recent incident had occurred at Sandford, north of Bletchley on the A41, the traffic had been diverted at the Tern Hill roundabout to go through Hodnet and Marchamley to re-join the A41 north of the incident. This diversion had created a terrible situation in Marchamley as big



lorries tried to pass along the narrow roads and around the triangle island near the entrance to Hawkstone Hall. Tail backs had gone right back to Hodnet with some drivers reporting an hours delay trying to negotiate this road. The Cllrs discussed this matter and instructed the Clerk to write to Shropshire Council pointing out that when these regular incidents happen at Sandford, and the traffic is diverted through the Parish, it makes the situation in Hodnet and Marchamley intolerable and suggesting that an alternative contingency strategy should be implemented possibly including a diversion to Shrewsbury and up the A49. In the letter the Clerk should also refer to the Parish Council's previous requests to put a weight limit on the road that passed through Marchamley.

Cllr Trevor advised the meeting that he had received a note from a member of the public regarding the ditch and manhole cover in Webster's Lane which needs to be cleaned out as it keeps flooding. The member of the public had contacted Shropshire Highways and been given a reference number but he requested that the Parish Council take action in this regard if nothing had been done by November. The Clerk and Cllr Trevor will monitor the situation and contact Highways again if necessary.

Cllr Parker commented that the sheet of Perspex on the bridge of the by-pass, over-looking the Wollerton Wetlands area, was so dirty it could not be seen through and a lot of the signage along the by-pass was covered by vegetation. The Clerk was instructed to liaise with Shropshire Highways regarding these matters.

10. **Street Lighting – Maintenance and / or Repairs** – The Clerk advise the meeting that a note had been received that H24 was not working and the Clerk will liaise with the maintenance engineers regarding this. Cllr Morgan also advised the meeting that some of the poles that held the street lights in Wollerton had recently been replaced and the street lights needed to be moved across to the new ones but when he questioned the engineer carrying out the pole work he was told that they were not undertaking the street light work. The Clerk was instructed to liaise with Western Distribution to ensure that W1, W2, W13 and W14 were moved across to the new poles and working correctly.
11. **Report on Recreation Ground** - The Cllrs on the Recreation Ground committee had met on 16th August to review the ROSPA report on the play area and reported back to the Council that some work had been identified as being required and Mr Wellings had agreed to undertake this for the Council. The committee had also looked at the hedge running down the east side on the Recreation Ground, along the backs of the properties on Shrewsbury Street, which needed not only the height to be reduced but also some of the width to be reduced too. Cllr Morgan showed the meeting photographs of the hedge and suggested that if the Clerk contacted Mr Hockenhull, who usually undertakes this sort of work for the Council and gave him Cllr Morgan's number and they could meet to discuss the work that the Council needed to be done.
12. **Report from the Finance Committee** – Cllr Mackie explained to the Council that the Finance Committee had met a number of times over the last 2 months and had reviewed the Council's Standing Orders, Financial Regulations and Risk Assessment documents. The Clerk distributed to the meeting copies of these documents showing the amendments suggested to enable the Council to review these amendments and each document could be adopted and signed as below:
  - a. Standing Orders – adoption proposed by Cllr Willicombe, seconded by Cllr Powell, all agreed
  - b. Financial Regulations – adoption proposed by Cllr Powell, seconded by Cllr Willicombe, all agreed
  - c. Risk Assessment – adoption proposed by Cllr Morgan, seconded by Cllr Cope, all agreed
  - d. The Clerk distributed spreadsheets showing a proposed budget / actuals position relating to the Parish Councils expenditure. Cllr Mackie explained to the meeting how this information could be used when the Council has to consider setting the Precept later in the year. The Council agreed that this information would be a useful tool in the Council's financial reporting but Cllr Newitt questioned if a slightly different layout might be easier to read. The Clerk will forward the excel spreadsheet to Cllr Newitt for him to consider further.
  - e. Cllr Willicombe shared with the Council the thoughts that the Finance Committee had had regarding the Community-led Affordable Housing Grant Money that the Parish Council held of £42,000 and the Clerk passed around a draft idea for a Grant Application form. Cllr Mackie suggested that all the Cllrs considered the various ideas discussed between this meeting and the next and then the process could move forward. The Clerk suggested that the £365.34 C I L money received with the Precept in April be transferred to the Reserve account that held the £42,000, all agreed and the transfer request was duly signed.
  - f. Cllr Mackie also broached the idea of Hodnet Parish Council joining SALC in the future and again Cllrs would consider the pros and cons of this idea and return to it at a later date.



**13. Correspondence:**

- a. *Shropshire Council – Youth Commissioning funding will be cut to less than half from 1<sup>st</sup> April 2017*
- b. *Shropshire Council – Community Transport operating in your area. – already discussed earlier in meeting*

**14. Clerk's Contract and Salary** – Following on from the discussion at the last Parish Council meeting Cllr Mackie summarised the following relating to the Clerk's salary:

- a. Change of salary base from annual to hourly with guaranteed 10 hours per week
- b. Payment period change from quarterly to monthly
- c. Rate to be based on NJC scales, initially grade SCP 20 and reviewed annually
- d. Additional hours to be pre-approved by Chair or Vice Chair
- e. Expenses and overtime to be approved by Council at next Council meeting.

Cllr Cope proposed that these amended by adopted, seconded by Cllr Willicombe, all agreed.

**15. Any Other Business**

**a. Parish Matters** Cllr Mackie advised the meeting that the owner of the Village Shop was in discussion with Sir Heber-Percy's agent regarding erection of his new shop sign in Church Street and it is hoped that the reconditioned second Parish Notice Board can be put up next to it.

**b. Agenda Items for Next Meeting to be held on Thursday 27<sup>th</sup> October 2016** – None at present. Clerk advised the meeting that should anything arise that the Cllrs wished to go on the agenda please could she be notified at least one week prior to the meeting.

**There being no other business the Chairman declared the meeting closed at 9.35 pm**

**Approval of the Minutes held on 15<sup>th</sup> September 2016**

**Minutes accepted and approved by Hodnet Parish Council at a meeting held on 27<sup>th</sup> October 2016**

**Signed by the Chairman .....**

