

MORETON SAY PARISH COUNCIL

Minutes of the Meeting of Moreton Say Parish Council held at Moreton Say Village Hall on Thursday 25th January 2024 commencing at 7.30 pm.

Present: Councillors C Dutton, C Wellon, P Smith, and A Wickett, also Mrs J Evans (Clerk)

Apologies: Councillors G Turner and R Hughes and Unitary Councillor P Wynn

1. **Welcome / Present / Apologises** – As stated above.
2. **Declarations of Interest** – None
3. **Public Session** – There were three members of the public present, who did not wish to raise any issues.
4. **Approval of the Minutes of the Parish Council Meeting held on 23rd November 2023** - 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 the Government guidelines were that 6% of car parking spaces should be allocated as for disabled users. The Council estimated that this would mean approx. 2 spaces in the Village car park. After some discussion it was agreed to allocate a space in the car park by the Millennium Green, using car park paint etc, and write to the Village Hall Committee to suggest that the Taxi space nearest the school, outside the Village Hall, also be allocated as disabled. The Clerk will liaise with Cllrs Dutton and Duffy to take this matter forward.
 - b. The road up to Pinfold Cottages has been reported to our area's Shropshire Highways Officer, Courtney Caisley, but the Clerk will chase this.
 - c. The Clerk has also spoken to Ms Caisley regarding the wall built at The Drumble. Ms Caisley has inspected the wall for Shropshire Highways and it has been agreed with the land owner that if they put reflective warning signs on the approach to the wall it can remain but Shropshire Highways reserved the right to review this position in the future.
 - d. The Clerk advised the Council that she had contacted Balfours to make enquiries regarding changing the surface of the area inside the tennis court but was advised that the gentleman who normally deals with Diones matters is currently on long-term sick leave and another member of staff is managing their work load. The Clerk will continue to liaise with Balfours regarding this matter. Cllr Wellon advised the Council that the school were looking into grants that they may be able to access to help with the costs of changing the surface.
6. **Report from the Unitary Councillor** – Unfortunately Cllr Wynn was unable to attend the meeting due to illness.
7. **Report from other Committees by Moreton Say Parish Council Representatives** – Cllr Smith reported on a recent North SALC meeting where there was a presentation by Fiona Wood, Community Wellbeing Outreach Officer, Public Health, Shropshire Council. Another matter which was discussed at this meeting was the need for a contingency plan in respect of the incapacity of the Clerk, passwords etc, the Clerk will take this forward with Cllrs Dutton and Wellon.
8. **Planning** – The Council considered the following planning applications and following *comments* were agreed:

None received

Determination of Planning

23/03986/FUL - Proposed twin tank sprinkler installation including pump house and above ground pipe route -

Muller UK & Ireland Group LLP, Shrewsbury Road, Market Drayton, Shropshire, TF9 3SQ – **Permission Granted**

23/04464/FUL - Erection of single storey extension to provide additional butchery preparation space - Farm Shop and Cafe, Fordhall Farm, Shrewsbury Road, Market Drayton, Shropshire, TF9 3PS – **Permission Granted**

23/04640/FUL - Erection of timber stable building - Fabric Cottage, Longford, Market Drayton, Shropshire, TF9 3PN – **Permission Granted**

23/04677/FUL - Change of use of a dwelling to a residential care home for children and associated works - Waterloo Cottage, Chapel Lane, Tern Hill, Market Drayton, Shropshire, TF9 3PY - **Permission Granted**

Prior to the meeting the Clerk has circulated three planning applications which she had received after the agenda for this meeting had been published. The Council discussed whether they wished to make any comments on these planning applications, as this would require an extraordinary meeting, and it was unanimously decided not to comment on these applications.

9. Finance

a. Expenses

Payee	Expense	Chq No	Net Amount	Vat Amount	Authority
Unity Bank	Quarterly Bank Charges		£18.00		LGA 1972 s 111
Hugo Fox	Monthly website charge x 2	DD	£39.98	£8.00	LGA 1972 s 111
Shropshire Council	Street light energy	Int Bk	£122.65	£24.53	PCA 1957 ss 3 (1) & 7
E-on	Street light maintenance contract	Int Bk	£95.54	£19.11	PCA 1957 ss 3 (1) & 7
I C O	Data Protection Registration	D/D	£35.00		LGA 1972 s 111
Jane Evans	Clerk's Salary - January 2024	SO	£292.16	-	LGA 1972 s 112 (2)
Jane Evans	Clerk's Salary - February 2024	SO	£292.16	-	LGA 1972 s 112 (2)
	Total		£895.49	£51.64	

The Council resolved to agree these expenses.

b. Bank Reconciliation:

Balance brought forward as at 1st April 2023	£13,300.65
Add: Receipts to date	£13,678.44
Less: Payments to date	£7,919.22
Closing Balance	£19,059.87

Bank Balances as at 31st December 2023:

Current Account	£945.01
Interest Bearing Account	£18,114.86
Less: payments awaiting authorisation	£0.00
Total Bank Balance	£19,059.87

- c. **Quarterly Internal Control** - Prior to the meeting the Clerk had circulated all financial information for the quarter ending 31st December 2023, this was agreed and Cllr Smith initialled the bank statement.
- d. **Interim Internal Audit Report** – Prior to the meeting the Clerk had circulated the Internal Auditor's Interim Report and this was agreed by the Council.
- e. **Precept and Budget for 24/25** – Prior to the meeting the Clerk had circulated a revised budget for 24/25, following the discussion at the last meeting, and also including the financial information received by Shropshire Council regarding the Precept request. The Council discussed the need to spend further money upgrading the car park using tarmac and earmarking much of its £16,500, predicted reserve as at 31st March 2024, to do this but agreed that as three of the seven Cllrs were not present the exact amount to be spent could not be decided. The Council agreed that the draft projected

difference between income and expenditure for 2024/25, being over £2,500, would cover the 3 months operational requirements. The Council discussed the Precept requirement and resolved that this should be £13,516 which equates to a 0% increase in the Band D Council Tax charge.

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

- a. Road from Village Hall up to Pinfold Cottages – The road is crumbling away and the verges are deteriorating, as are many others across the Parish, the Clerk will chase the Shropshire Highways Officer regarding the digging out of the ditch, as mentioned at the last meeting.
- b. Motorhome on the field adjacent to A53 – When he gave his apologies Cllr Hughes mentioned to the Clerk that a driveway across the field to the motorhome looks to have been installed. The Clerk has highlighted this issue to Cllr Wynn to take forward with the Planning Dept at Shropshire Council.
- c. Potholes on The Drumble – Despite being repaired last year potholes are appearing along The Drumble again, the Clerk will report these to Shropshire Highways.
- d. Manhole on Bletchley Road – Cllr Wellon advised the meeting that during heavy rain the manhole cover on the sharp bend in Bletchley Road lifts-up, the Clerk will report this to Shropshire Highways.
- e. A41 approach to Tern Hill Roundabout from the north – The Council discussed the problems with queuing traffic on this approach to the roundabout, brought about as it is a one lane approach unlike the three other approaches which are two lanes. The Council asked the Clerk to liaise with Dave Gradwell, Shropshire Highways, to see if this issue could be revisited.

11. Street Lighting / Maintenance & Repairs – All street lights are working well.

12. Three Parishes Neighbourhood Plan – The preliminary report has been received from the Inspector which is positive, and she asked for some additional information to be added to the Neighbourhood Plan website, which has been done. Shropshire Council asked if the Neighbourhood Plan was continuing even though their Local Plan was delayed and the Steering Group have agreed that they wish to finish this plan as soon as possible.

13. New Parish Council website and emails – Prior to the meeting the Clerk had encouraged Cllrs to view the new website and it was agreed that this is starting to look good. The Clerk suggested that both websites operate for a couple of months to ensure everything was working ok, the Council agreed. Cllr Turner has been looking into the new .gov.uk email addresses but there are a few issues need to be addressed then he will explain to the rest of the Cllrs who these can be accessed.

14. Shropshire Council Budget Consultation – The Council decided that it did not wish to comment on this consultation.

15. Correspondence - SALC and Shropshire Council emails have been forwarded to the Councillors when received and additionally correspondence had been received from the Board Development Officer of H M P Stoke Heath.

16. Parish Matters – No further matters were discussed.

17. Agenda Items – No further items were raised for the agenda of the next meeting is on **28th March 2024**.

There being no other business the Chairman declared the meeting closed at 8.25 pm

Approval of the Minutes held on 25th January 2024

Minutes accepted and approved by Moreton Say Parish Council at a meeting held on 28th March 2024

Signed by the Chairman 