

## MORETON SAY PARISH COUNCIL

Minutes of the Meeting of Moreton Say Parish Council held at Moreton Say Village Hall on Thursday 25<sup>th</sup> May 2023 commencing immediately after the Annual Meeting of Moreton Say Parish Council

**Present:** Councillors C Dutton, C Wellon, D Duffy, G Turner, R Hughes, and P Smith  
Also, present Mrs J Evans (Clerk).

**Apologies:** Councillor A Wickett and Unitary Councillor P Wynn

- 1. Welcome / Present / Apologises** – As stated above
- 2. Declarations of Interest** – Cllr Turner declared an interest in agenda item 13.
- 3. Public Session** – This was dealt with at the Annual Parish Meeting.
- 4. Approval of the Minutes of the Meeting held on 30<sup>th</sup> March 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** – All items would be dealt with in the agenda items.
- 6. Report from the Unitary Councillor** – This was dealt with at the Annual Parish Meeting.
- 7. Report from other Committees by Moreton Say Parish Council Representatives** – Cllr Smith reported on the North SALC meeting that she has recently attended. At the meeting Helen Morgan, PM, gave a talk on the biggest issues that she was dealing with on behalf of the residents of North Shropshire and then John Campion talked about his role as Police and Crime Commissioner.
- 8. Planning** – The following planning applications were considered and *comments agreed*:
  - 23/01709/FUL** - Proposed erection of agricultural building including provision of landscaping - Building 1 of 2 Applicant: Messrs. Vernon (co Peter Richards & Co. Limited, Crabtree Farm, Prees Heath, Whitchurch, SY13 4DT) - Manor Farm, Longford, Market Drayton, Shropshire, TF9 3PZ - **Support**
  - 23/01711/FUL** - Proposed erection of agricultural building - Building 2 of 2 - Manor Farm, Longford, Market Drayton, Shropshire, TF9 3PZ - **Support**

**Determination of Planning**

  - 23/00888/OHL** - Installation of a new wooden pole and stay, additional stay on existing wooden pole and approx. 35m new ABC bunched conductor - New Street Lane, Market Drayton, Shropshire – **No Objection OHL/Circular Notification**
  - 23/00854/OUT** - Outline application for the erection of a single dwelling including access, plus provision of new access for existing property - 10 Longslow, Market Drayton, Shropshire, TF9 3QY - **Permission Granted**
  - 22/05366/FUL** - Change of use of land to use as a residential caravan site for 5 gypsy families, each with 2 caravans including no more than one static caravan/mobile home, together with laying of hardstanding, erection of 5 No. ancillary amenity buildings, installation of package sewage treatment plant and, access improvements. Access improvements to include construction of new accesses with A53, relocation of existing lay-by, and construction of new access road and lay-by - Land Off A53, Market Drayton, Shropshire - **Permission Granted**

The Clerk advised the Council that she had been emailed by a BBC reporter requesting comments regarding this planning application, the Clerk suggested that she direct the reporter to the Shropshire Council Planning Register, where Moreton Say Parish Council's comments are shown, all agreed.

  - 23/01174/OUT** - Outline planning permission with highway access for single two-storey residential dwelling and detached 3-bay garage, to include removal of trees and infilling of pond - Land North West The Old Smithy, Longslow, Market Drayton, Shropshire - **Withdrawn**

9. **General Power of Competency** - The Clerk explained the criteria for this and the Council agreed that these conditions still applied to Moreton Say Parish Council.

10. **Finance**

a. **Expenses**

Payee	Expense		Net Amount	Vat Amount	Authority
Moreton Say Village Hall	Grant	Int Bk	£500.00	-	LG(MP)A 1976 s19(3)
Chris Jordan	Grass cutting	Int Bk	£234.00	-	LGA 1972 s 124 (1)
Shropshire Council	Street light energy	Int Bk	£122.65	£24.53	PCA 1957 ss 3 (1) & 7
Med UK Group Ltd	Spare erode pads	Int Bk	£56.90	£11.38	Localism Act
S D H Accounting	Internal Audit Fee	Int Bk	£150.00	-	LGA 1972 s 111
SALC	Annual Membership Fee	Int Bk	£274.34	-	LGA 1972 s 143
BHIB Insurance	Annual Premium	Int Bk	£390.20	-	LGA 1972 s 111
JE re McAfee	Lap top renewal fee	Int Bk	£109.99	-	LGA 1972 s 111
Jane Evans	Clerk's Salary - May 2023	SO	£270.16	-	LGA 1972 s 112 (2)
Jane Evans	Clerk's Salary - June 2023	SO	£270.16	-	LGA 1972 s 112 (2)
	<b>Total</b>		<b>£2,378.40</b>	<b>£35.91</b>	

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	£13,178.00
Less: Payments to date	£0.00
<b>Closing Balance</b>	<b>£26,478.65</b>

Bank Balances as at 30th April 2023:

Current Account	£26,478.65
Less: un-presented cheques	£ 0.00
<b>Total Bank Balance</b>	<b>£26,478.65</b>

- c. **Internal Auditor's Report** – A copy of this report had been circulated to the Council prior to the meeting and, having been reviewed, the Council agreed to approve this report.
- d. **Annual Governance Statement** – The Council reviewed all the comments within this document and unanimously agreed to adopt this statement.
- e. **Year End Statement of Accounts** – The Council reviewed and unanimously agreed to approve these accounts.
- f. **Insurance Renewal** – Two years ago the Council had agreed to take out the three-year agreement for the insurance with BHIB so the Clerk advised that she would be looking for alternative quotes in April next year for comparative purposes.
- g. **Grants Application** – The Council had received a request from Moreton Say PCC for a grant towards the maintenance of the churchyard. The Clerk explained the Council's power regarding grants and the Council unanimously agreed to give a grant of £750 to the PCC.

11. **Policy Documents** – Prior to the meeting the Clerk had circulated the following policy documents:

- a. Standing Orders
- b. Financial Regulations
- c. Risk Assessment Schedule

- d. Shropshire Code of Conduct
- e. Publication Scheme, including ICO Model Publication Scheme
- f. Press & Media Policy
- g. Grants Policy
- h. Complaints Policy
- i. Councillor & Clerk Protocol
- j. Defibrillator Policy
- k. GDPR Policies: Email Policy, Personal Data Management and Audit Policy, Privacy Policy, Records Management Policy, and Subject Data Access Policy

It was proposed by Cllr Dutton and seconded by Cllr Turner that these policies be adopted by the Council en bloc, all agreed.

- 12. Highways & Environmental** – The Council discussed the following issues:
- a. Big gullies dug into the verges, including on the brow on a hill, for drainage - Clerk question Shropshire Highways about these.
  - b. Bletchley Road road-signs – The Clerk will question Shropshire Highways as to whether this work is completed and, if so, could the signs be removed. There was a general discussion about signs being left in verges and then being covered with vegetation and the Clerk will contact Shropshire Highways about this common problem.
- 13. Proposed footpath diversion** - The Council discussed the information provided by Shropshire Council and decided not to comment on this consultation.
- 14. Street Lighting / Maintenance & Repairs** – There were no issues reported at present.
- 15. Three Parishes Neighbourhood Plan** – Cllr Turner reported that they were nearing the end of this project with the Neighbourhood Plan shortly to be sent to Shropshire Council.
- 16. We Don't Buy Crime, Smart Water Initiative** – Cllr Smith reported that herself and the Clerk had been going door to door signing residents up to this initiative, which was on-going.
- 17. Community Government Boundary Commission for England Shropshire's Draft Recommendations** – Prior to the meeting the Clerk had circulated the information regarding this consultation, this was discussed and the Parish Council decided not to make any comments on it.
- 18. Shropshire Cycling and Walking Plan consultation** – Prior to the meeting the Council has circulated information on this consultation and, after a short discussion, the Council agreed not to comment.
- 19. Correspondence** - SALC and Shropshire Council emails have been forwarded to the Councillors when received.
- 20. Parish Matters** – The Clerk explained that there had been a problem with the Defib cabinet but this had been resolved and the Defib was currently being upgraded with a loan Defib in the cabinet pending its return.
- 21. Agenda Items** – The Parish Plan system; benches for the Millennium Green; possible goals or play equipment for the former bowling green; and a grant request will be on the agenda for the next meeting on 20<sup>th</sup> July 2023.

There being no other business the Chairman declared the meeting closed at 8.20 pm

Approval of the Minutes held on 25<sup>th</sup> May 2023

Minutes accepted and approved by Moreton Say Parish Council at a meeting held on 20<sup>th</sup> July 2023

Signed by the Chairman ..... 