

MINUTES OF THE BITTERLEY PARISH COUNCIL MEETING HELD ON

WEDNESDAY 9th June 2021

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PRESENT: Richard Osborne(Chairman), Mr. C. Chillingworth, Mr T. Millard (Vice Chairman), Mr D. Rogers, Mrs K Wheeler, Mr J. Gatehouse, Mr. P Martin and Mr R. Watkins and Alison Holman

ALSO IN ATTENDANCE: Sue Jones (Clerk) and Mr J. Reardon-smith

The Meeting commenced at 7.30pm

	<u>ITEM</u>	<u>ACTION</u>
2021/1	Apologies:	
2021/2	Public Participation Mr Reardon-smith informed the meeting that Nick Newton (Traffic Engineer (South) from Shropshire Council met with local residents to issues at Ledwyche Bridge. SC have committed to drafting a signage scheme to install signs saying unsuitable for HGV's although this isn't the total answer, as the road is in a poor state of repair. The bridge is hopefully more protected now but the new development at Sheet Road will cause issues.	
2021/3	Declarations of Interest: None	
2021/4	Minutes of the Parish Council Meeting held on 26th May 2021 To confirm the Minutes of the Council Meeting held 26th May minutes were APPROVED , and it was <u>RESOLVED</u> that the minutes be signed and <u>ADOPTED</u> as a true record, subject to the following additions: A member of the public felt that ' The Parish Council should have consulted with residents to gain their views on the application before submitting the Parish Council's response to Shropshire Council' While this approach could have been followed (and it often is) it was felt that in this case sufficient information was already available in view of the detailed assurances from the applicant that only minimal disturbance to residents would occur during the barn's construction and its subsequent use. Also CC was aware that public comments were already on public view online. Based on this information it was decided that a 'neutral' decision' be communicated to Shropshire Council with accompanying comments referring to the residents' concerns. "The residents are concerned that they were not aware of the application until four days before the deadline for comments.' It is Shropshire Council's responsibility to notify those who may be affected by a planning application in sufficient time for them to respond, the Parish Council can do the same but they are not legally obliged to do so; moreover the date the Parish Council's comments appear online has nothing to do with the timing of notifying the existence of an application to those who may be affected.	

	Minutes to be signed by Chairman.	
2021/5	<p>Clerks Report</p> <p>Notes on Highways Meeting – 03/06/21</p> <p>In attendance – Steve Smith (Assistant Director of Infrastructure) and Mark Barrow (Director of Place), Dianne Dorrell (SALC) and various clerks from across the county. Shropshire Council are looking to change the reporting system to “Fix my Street”, the system is more user friendly, you can add photos to the issue you are reporting (which should identify the grid reference) and you will be able to see if a problem has already been reported. Processes and Timescales should also be shown. SC appreciate that there is a backlog of work but have asked for our patience while they address this. They are busy writing a programme of works for this year and hope to be working in a more planned way, obviously weather dependant. SS apologised for not giving the service that we would expect. There are 12 technicians and 3 area managers to cover Shropshire, so they have limited resources. There was disappointment shown by people attending that Steve Charmley (Portfolio holder for Highways) didn't attend this meeting. We are still encouraged to report through Myshropshire as officers are not available to reply to emails as they are out and about, so a response isn't guaranteed. MB said they are in the early stages of taking ownership of the issues and are looking at the possibility of having wardens for us to report to. Communication is also a priority.</p> <p>FOI</p> <p>Still no reply from Highways as Officers on leave.</p> <p>Notice Boards</p> <p>Update for the next agenda</p> <p>Procedures</p> <p>Terms of Reference for the Planning Committee and the procedure notes for the Defibs are currently being drafted and will be submitted for approval at the next meeting</p> <p>Notes on South Shropshire Area Committee Meeting – 07/06/21</p> <p>Annual Report- There have been 2 meetings in the last year due to the pandemic, areas of discussion have been:</p> <p>Highways – Still being discussed but seems now to be finally moving forward. Shropshire Fire and Rescue Survey and Planning Consultations. Boundary Review. Virtual meetings have become the hybrid way of working and have become invaluable for P'C's to communicate. PC's all need to be encouraged to communicate. There are 50 P'C's in this area.</p> <p>Many thanks to Tim Ward who has retired from the position of secretary, Clive Leworthy has replaced him.</p> <p>Chairman – Jonathon Kemp and Vice-chair – David Mills</p> <p>Allan Wilson discussed the Queens Green Canopy, planting will take place between Oct and March. Think about what tree and where, you are going to commemorate the Queen. There will be a plaque and the tree will be on a map that will be presented to the Queen. Popular trees are the Silver Birch, Oak and Ash. The Woodland Trust are giving trees to the Community and Schools, but the applications aren't open yet. There are also going to be contacts at SC but they are yet to be confirmed.</p> <p>Cecilia Motley – Portfolio holder for Communities, Place, Tourism and Transport: Joined SSDC in 2003 and became Leader by 2007, has been on the Scrutiny panel for the last 4 years. Also Chair of the AONB. She is</p>	

	<p>aware that communication has been poor over the last 4 years and the key is to get everyone working together. Smaller Parishes may be able to share costs and resources. The Community Reassurance Officers may be used to help find funding sources. The intention is to have Local hubs and meeting places. There are Transport workshops taking place over the next few weeks.</p> <p>Highways Maintenance Grant – There needs to be closer working between SC Highways technicians and Parish Lenghtsman to work more efficiently for less money.</p> <p>Diane Dorrell – SALC</p> <p>There has been increase support for Parishes over the last year, training opportunities have become more diverse, the cost of training is the lowest over the country. The new Clerks Networking meetings that were introduced for the elections is working well and will be continuing as it has become invaluable in sharing information and experiences between clerks. There will be 6 – 8 clerks becoming involved in the Working Group for the new reporting system. Next Meeting 6th September</p>											
2021/6	<p>Co-option of Councillors</p> <p>a) Mr Jon Reardon-smith gave a summary on why he would like to become a Parish Councillor. Councillors considered Mr Reardon-smit’s expression of Interest and it was proposed by AH and seconded by PM – all agreed to accept Mr Reardon-smith onto the Parish Council. Acceptance of Office and Declarations of interests were signed.</p> <p>b) The Cleeton St Mary Vacancy to be continued to be advertised.</p>											
2021/7	<p>Annual Review of Council Procedures</p> <p>The Standing Orders, Financial Regulations and Risk Assessments were reviewed at the following changes suggested:</p> <p>Risk Assessment: Passwords to be stored in a safe place.</p> <p>Standing Orders: To include 15 minutes in the Public Participation item.</p> <p>Proposed by AH and seconded by R.W – All agreed.</p>											
2021/8	<p>Financial Matters</p> <p>a) Payments made since last meeting</p> <p>None</p> <p>b) Accounts for Payment</p> <table><tr><td>Chq No 710 D Forster (April)</td><td>£40.00</td></tr><tr><td>Chq No 711 C Chillingworth (Ink Cartridge)</td><td>£17.50</td></tr><tr><td>Chq No 712 D Forster (May and June)</td><td>£80.00</td></tr><tr><td>Chq No 713 S Jones (Salary April – June)</td><td>£419.82</td></tr><tr><td>Chq No 714 S Jones (HMRC April – June)</td><td>£104.80</td></tr></table> <p>c) Financial Summary</p> <p>Balance of £23,760.44, this includes £7,413 Precept, CiL £2,585.24 and Vat Refund £2,962.57</p> <p>Clerk to investigate which properties had attracted the CiL monies so schemes could be looked at in that area. The question was asked what we get for the £40.00 monthly charge. Clerk explained. It was decided to add to the next agenda what Councillors want to see on the website.</p> <p>d) Grant and Donation Policy</p> <p>A draft policy is being drawn up and will be on the next agenda.</p>	Chq No 710 D Forster (April)	£40.00	Chq No 711 C Chillingworth (Ink Cartridge)	£17.50	Chq No 712 D Forster (May and June)	£80.00	Chq No 713 S Jones (Salary April – June)	£419.82	Chq No 714 S Jones (HMRC April – June)	£104.80	
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2021/9	Defibrillator Guardians <ul style="list-style-type: none"> We need 5 people to become guardians of the defibrillators so regular checks can be completed on them. The clerk is in the process of producing a procedure together to cover this. The following people have agreed to be guardians: Mr and Mrs Cherry – Bitterley Chris Johnson – Farden Anita Rogers - Middleton 	
2021/10	Roads Roundthorn – Some works have been completed.	
2021/11	Planning Items: 11.1 Planning application decisions already made by SC 11.1.1 21/01427/FUL - Agricultural Building To The East Of, Clee Stanton Road, Bitterley. Granted 11.1.2 21/00726/FUL - Lavender Cottage, 4A Angel Bank, Bitterley. Granted 11.2 Planning applications for consideration 11.2.1 21/02218/LBC - The Meeson – As this application was only received yesterday the planning Committee will review the application and feedback. 11.3 Planning decisions Made: 11.3.1 None	
2021/12	Reports None	
2021/13	Close of Meeting: 21.20 pm	