

# Bitterley Parish Council

## Minutes of the Annual Parish Council Meeting held at Bitterley Village Hall On Wednesday 8<sup>th</sup> May 2019

### **PRESENT**

**Members:** Mr RJ Osborne (Chairman), Mr T. Millard (Vice Chairman) , Mr C Chillingworth, Mr DT Price, Mr HWJ Watkins, Mr. J. Gatehouse, Mr. P Martin, Mrs AM Holman, Mrs. K. Wheeler, Mr. C. Mccamley and Mr R. Watkins .

Also present: Mrs S Jones (Clerk), Richard Huffer (Shropshire Councillor)

**Apologies:** Mr DW Rogers

**1) Election of Chairman:** Mr RJ Osborne was proposed by Mr HWJ Watkins and seconded by Mr. P. Martin, all agreed

**3) Election of Vice Chairman:** Mr T Millard was proposed by Mr. P. Martin seconded by Mr. J. Gatehouse and all agreed.

**4 To receive apologies and reasons for absence:** None

### **5) Public Participation:**

A reference was made by a member of the public that the January minutes were not available to view on the website, clerk to update. Clerk to ask website provided for access for RO and guide to the updating of the website. A member of the public reported that Ledwyche Bridge which is listed has been damaged by large vehicles using the road to get to the Solar Panel site. It was stipulated in the planning process that the route shouldn't be taken, the road from Henley should be used. A sign is needed at the Sheet Road end to stop large vehicles using that route. Ask SC to contact the contractors to tell them not to travel that way. Check with Ludford PC to see if they have reported it.

### **6) Declarations of Interest:**

None

**7) To confirm the Minutes of the Council Meeting held 11<sup>th</sup> January, 2019** the minutes where **APPROVED** and it was **RESOLVED** that the minutes be signed and **ADOPTED** as a true record. Proposed by Mr P Martin and seconded by Mr HWJ Watkins. **Minutes signed by the Chairman.**

### **8) Financial Matters:**

- a) The Annual Governance Statement was completed and signed by the Chairman.
- b) The Accounting Statement and Exception Certificated were completed and signed by the Chairman to be returned.
- c) The Annual Grants made by the Council to the Church's in the Parish where discussed it was proposed that the Parish Council will ask for detailed receipts for maintenance of the church yard prior to releasing any grant funding.
- d) Review financial assistance to Bitterley Village Hall: The Village Hall is currently being funded through grants and contributions so the committee are not currently seeking a contribution as they have £9,000 in reserves. Proposed by Mr C. Chillingworth seconded by Mr T. Millard

### **9) Annual Review of Council Procedures and Committees**

- a) To review councillor roles and make appointment to committees.

**Planning:** CC to Chair the Committee (Proposed by AH and Seconded by PM all agreed)

**Personnel:** RO – Chairman and TM – Vice Chairman (Proposed by JG and Seconded by JW all agreed)

- b) Representative to SALC, LJC and The Clee Hill Partnership: It was suggested that Councillors should attend if possible, on a meeting by meeting basis.
- c) Set dates for Parish Council meetings for the forthcoming year: 10<sup>th</sup> July, 11<sup>th</sup> September, 13<sup>th</sup> November 8<sup>th</sup> January and 11<sup>th</sup> March subject to the availability of the Village Hall.
- d) GDPR Policies, Financial Regulations, and Annual Risk Assessment, assets and insurance requirements, where all reviewed and agreed. Proposed by JW and seconded by PM

**10) Matters Arising:**

**a) Defibrillator's**

Clerk to confirm the process to transfer the phone boxes over to the Parish, but as far as she is aware we submit a registration form online and BT do the rest we then receive a contract to sign. Confirm agreement with electricity supplier but BT will pay for the first 12 months. Consider ongoing maintenance costs and security of the defibrillators.

**11) Roads**

- a) Environmental Maintenance Grant Scheme: JG has some locations in Bitterley where works need to be done. Clerk to give JG contact details to the lengthsman.
- b) Snitton Fence: Clerk to ask SC for an update.
- c) The new structure for Highways will be implemented on the 1<sup>st</sup> June once new procedures in place ask SC what can be done about making the Squirrel Lane/Snitton Lane junction safer.
- e) CC is in discussions with Richard Huffer about an obstructed footpath opposite Mill Farm.

**12) Planning Applications**

**a) Planning application decisions already made:**

19/00852/LBC: Garden Cottage Henley Ludlow – Supported

**b) Planning applications for consideration:**

**19/01581/FUL:** Crow Leasow Farm Middleton - Formation of roadway & car parking for existing dwelling: Supported

**19/01756/LBC:** The Meesons Middleton - Conversion of a brick detached barn to a glass workshop And conversion of a Grade II listed barn into a design studio - Supported

**19/01728/FUL** -Louvaine Cottage, 5 Middleton – Conservatory: Supported

**5) Financial Matters:**

**a) To approve the following payments:**

a) Chq No. 000634	SJ Print	£301.00
b) Chq No. 000635	SALC subs	£355.73
c) Chq No. 000636	K. Adams	£95.00
d) Chq No. 000637	C Chillingworth (Ink)	£29.00
e) Chq No. 000638	N Power	£305.50

**6) Reports**

**a) Bitterley Village Hall:**

Village Hall Committee are looking at the acoustics to improve the sound in the hall and looking at new chairs to improve the standard and variety.

**b) Speeding through Middleton:** As a result of the 9 month delay in moving the VAS, CC is in discussions with Richard Huffer to try and put pressure on more senior officers to get the work done.

**c) Parking outside the School:** The Gramer School Trust may be taking over the Green but this could have implications for any parking developments.

- d) **LJC:** This has now been put to one side by Shropshire Council and has been superseded by Place Plans. We are expecting the Council to revise the Parish Council Local Plan and bring it back to the Parish Council.
- e) **Housing Needs Survey:**  
Residents will be getting a Housing needs survey from Shropshire Council.

The next meeting will be held on **Wednesday 10<sup>th</sup> July 2019 at 7.30pm.**

The dates of further meetings:

11<sup>th</sup> September,

13<sup>th</sup> November.

8<sup>th</sup> January

11<sup>th</sup> March

Note: All meetings will be at 7.30pm

DRAFT