

## **CRESSAGE, HARLEY & SHEINTON PARISH COUNCIL**

### **Clerk's Report**

**Listed below is an update of issues that have been reported to the Parish Clerk as part of the public participation session or from direct contact. The update also includes further info on some items on the agenda**

<b>Issue</b>	<b>Update(s)</b>
New councillor (Item 19/1920c)	<ul style="list-style-type: none"><li>• Paul Aston elected – declaration of results received from Shropshire Council published on the PC website.</li><li>• Cllr, Aston sent Code of Conduct and DPI form which he returned and clerk has submitted to Shropshire Council</li><li>• Website updated with Cllr. Aston added to the councillor section.</li></ul>
Policing matters	<ul style="list-style-type: none"><li>• No police report received (Item 25/1920a)</li><li>• We Don't Buy Crime – Ram Aston to attend June meeting to explain about the scheme (Item 24/1920 &amp; 25/1920a)</li><li>• PCC Annual Parish Council Survey – survey link circulated to councillors – council to agree a response (item 33/1920c)</li><li>• Rural Crime Prevention Evenings - Tuesday 25 June – Shipton Village Hall &amp; Thursday 27 June – Church Preen Village Hall, 7.30pm start (Item 33/1920d)</li><li>• Email sent to PS Thomas asking for date for speed monitoring on Sheinton Road, no reply received (Item 30/1920d)</li></ul>
Renewal of GDPR/DPO service & requests for information (Item 27/1920 a)	<ul style="list-style-type: none"><li>• For the last 12 months, the council has used the services of a professional GDPR/DPO service, DM Payroll to assist un ensuring the council is GDPR compliant. Whilst there is no longer a legal requirment for parish councils to have a DPO, it is considered best practice to do so and councils must comply with GDPR. It is therefore recommended that the GDPR/DPO service is renewed. The cost is £133.33 per year on a 3 year contract.</li><li>• An FOI request for the council's constitution has been received – this means the Standing Orders. I have sought advice from SALC and they suggested also providing the Financial Regs, Code of Conduct and a link to the PC website to the councillors and their responsibilities.</li><li>• A member of the public has asked that the council publish details of the council meetings and key decisions and activities (see Item 33/1920f). This info is on the PC website and it is recommended that the correspondent be advised as such.</li><li>• A member of the public asked for Parish Plan data – I have not yet had time to review the data and it needs to be checked first due to GDPR. I will aim to do this in June.</li></ul>
Application 18/04266/FUL (Item 29/1920(3))	<ul style="list-style-type: none"><li>• Re-consultation received. Deadline is 29<sup>th</sup> May to respond but case officer has agreed council can have until 6<sup>th</sup> June.</li></ul>
Cressage Social Club decking (Item 30/1920 a)	<ul style="list-style-type: none"><li>• Liaised with Building Control who have visited the site and provided advice to the club and informed the parish council. In summary Building Control officer advised that Building Control is not mandatory for the decking but would be advisable for it to comply for H &amp; S reasons. The club secretary</li></ul>

## Agenda Item 25/1920 (c)

	<p>has advised by email that as a matter of best practice any future changes that the club proposes to make to the decking area in order to obtain formal planning permission will be done as though they did need to comply with Building Regulations.</p> <ul style="list-style-type: none"> <li>• Licensing also contacted and were to investigate – response awaited.</li> <li>• The club were informed of the fact the council were referring the matter to licensing and Building Control.</li> </ul>
The Eagles Inn (Item 30/1920 b)	<ul style="list-style-type: none"> <li>• Contacted Mr Beaman who informed me the club was sold December 2018 to a company registered as Eagles Mews.</li> </ul>
Waste brick to rear of 10 the Moors (Item 30/1920 d)	<ul style="list-style-type: none"> <li>• Letter sent to occupier(s) – response awaited.</li> </ul>
Village Life - June edition (Item 30/1920 e)	<ul style="list-style-type: none"> <li>• Details of new chairman and contact details sent</li> <li>• Meeting dates/venues for 2019/20 sent</li> <li>• Details of road closure and Ironbridge Regeneration event sent.</li> <li>• All above were sent by email by deadline of 15<sup>th</sup> May but not published.</li> <li>• Clerk asked by chair to publish statement he submitted to Village Life on website</li> </ul>
Street lights (item 30/1920 g)	<ul style="list-style-type: none"> <li>• Repairs done – EON have sent copies of test certificates etc</li> <li>• Loan form sent to SALC who highlighted that the loan form needed signing by chairman – this is being done and application will then be submitted.</li> </ul>
Asset Condition Report (Item 30/1920h)	<ul style="list-style-type: none"> <li>• Assets check done with councillors on 20<sup>th</sup> May – clerk to compile condition report and asset register need to be written up – to be done for July meeting as I have not had time to write it up yet.</li> </ul>
Financial Matters Annual (Item 31/1920)	<ul style="list-style-type: none"> <li>• Clerk met internal auditor and reviewed report which has been sent to councillors and will be published online, once considered at the June meeting</li> <li>• VAT claim to be done shortly</li> </ul>
Litter picking grant (LEAF) (Item 32/1920 f)	<ul style="list-style-type: none"> <li>• Grant applied for of £1-3 for kits purchased. Other items not applied for as expenses need to be receipted. If can purchase other items before grant deadline of 31<sup>st</sup> May (warning signs etc), a further grant application will be made but no guarantee of success.</li> </ul>
Road closure (Item 33/1920 b)	<ul style="list-style-type: none"> <li>• Harley to Cressage Road Closure - 13th June 2019 to 19th June 2019 - Surface Dressing will be completed 13/14 and 15th June 09.30 - 16.00 and markings with be replaced 19th June 09.30 - 16.00. Clerk published details on website and sent to Village Life</li> </ul>
Other	<ul style="list-style-type: none"> <li>• Transparency grant cheque for £190.08 for 2017/18 had not been banked in error – cheque had expired so SALC reissued it and it has now been banked</li> <li>• Meeting venues booked &amp; confirmed for 2019/20 (June to May) – dates published on website</li> <li>• Recommended that spare keys are cut for the noticeboards</li> </ul>