

# CRESSAGE, HARLEY AND SHEINTON

## PARISH COUNCIL

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### Minutes of Council Meeting held on 5<sup>th</sup> February 2020

#### at Cressage Village Hall at 7pm

**Present:** Cllr. Quenby (Chairman), Cllrs. Aston, Bott, Campbell, Esp, Lawrence and Todd

**Absent:** None.

**In attendance:** Clerk: Rebecca Turner, Shropshire Cllr. Claire Wild, 17 members of the public

#### 126/1920 **PERSONS PRESENT & APOLOGIES & REASONS FOR ABSENCE**

All present.

#### 127/1920 **DISCLOSURE OF PECUNIARY INTERESTS**

Cllr. Bott – pecuniary interest in his payments to his company.

#### 128/1920 **DISPENSATION REQUESTS**

None received.

#### 129/1920 **PUBLIC PARTICIPATION SESSION**

- The PC was thanked for its support of the gardens open scheme.
- An alternative proposal for The Eagles was presented. It entailed re-use of the historic building. The member of the public felt that the village hall doesn't serve all community e.g. needs of elderly in daytime. Proposal is for a mixed development – houses to the rear, upper floor of The Eagles as a flat, downstairs a community hub (bakery/coffee shop and hub for green issues).
- Parking outside doctors worsening – road not wide enough to allow large vehicles to get past e.g. to neighbouring farms.
- Damage to pavilion – the PC were asked if the culprits are on CCTV? Chair clarified that CCTV was not pursued. Security lights were erected and were torn down but have now been re-sited on a pole. The Police were meant to come to the meeting but hadn't come or given apologies.
- Station Road – potholes and landslide – PC have pursued with SC but not resolved yet.
- Point made re village hall and how useful it is for the elderly. Feels it is a shame people don't use village hall more. Hall have tried daytime events but was lack of community support. Urging community to support hall.
- Ideas for sports field
  - 1) Plant bushes round pavilion to help stop graffiti and ball kicking against it
  - 2) Build a wall and paint it to have somewhere to kick balls against
  - 3) Floodlight tarmac area until pm with solar powered floodlights
  - 4) Bike track for children – suggesting could be made by community members
  - 5) Can skate park be improved?
  - 6) Moss and edges of skate park
- Info was given re sight lines regarding The Eagles. The chair highlighted that the site is in control of the developer. The proposer of the alternative scheme said that the proposal is intended to support not compete with the village hall, social club and the shop.
- Buses outside the social club – commercial vehicles parking there now and other cars. It was highlighted that there seems to be a lobby amongst bus drivers to remove the village loop from the route – clerk to contact Arriva.
- A community meeting re The Eagles was suggested.

130/1920 **REPORTS**

- a) *Police Report* – none.
- b) *Shropshire Council*

Ironbridge Power Station – 2 applications including sand and gravel quarry, removal of 1.9 mil tonnes of sand and gravel. If sell 25% locally this will be a lot of extra traffic. The height needs to be reduced by 10 metres to reduce impact on SAM Buildwas Abbey. Traffic study not yet complete for B4380. Cllr. Wild suggested that the PC submit a holding comment so get re-consulted on this. Noise and dust also potential issues.

Masterplan outline application – aspiration for well-designed eco-friendly homes, zero carbon footprint.

The chair highlighted traffic flow as a key issue and questioned if this has been adequately considered to reduce risk to an acceptable level. Risk of roads locally being used as a rat run. Impact of traffic routing in/out of the sites will also affect people’s journeys in the wider area e.g. additional traffic lights. Traffic model for wider area not done yet. Concern re speed limits needing reducing and flow of 6% on B4380 underestimated.

- c) *Clerk’s Report*

Issue	Update(s)
Housing Needs Survey	<ul style="list-style-type: none"> <li>• Survey underway until 24<sup>th</sup> February</li> </ul>
Cressage Social Club	<ul style="list-style-type: none"> <li>• Licensing have now responded as follows:   <i>“Good afternoon,</i>   <i>I have reviewed the licensing records and can confirm that the current Club Premises Certificate does not include the decking area. Mandatory conditions on the Club Premises Certificate state:</i>   <i>A Club Premises Certificate may not authorise the supply of alcohol for consumption off the premises unless it also authorises the supply of alcohol to a member of the club for consumption on those premises.</i>   <i>Where a Club Premises Certificate authorises the supply of alcohol for consumption off the premises:</i>   <i>a) The supply of alcohol must be made at a time when the premises are open for the purpose of supplying alcohol, in accordance with the Club Premises Certificate, to members of the club for consumption on the premises;</i>  <i>b) Any alcohol supplied for consumption off the premises must be in a sealed container;</i>  <i>c) Any supply of alcohol for consumption off the premises must be made to a member of the club in person.</i>   <i>The club have been informed of the process they are required to follow if they want to apply for the decking area to be included in their Club Premises Certificate.</i>   <i>The Licensing Team are only able to enforce against breaches of the Club Premises Certificate, the ‘unauthorised use of the decking’ and the consumption of alcohol by someone who has purchased alcohol ‘from off the premises’ and the other use of the decking as you have described are not breaches of the Club Premises Certificate.</i> </li> </ul>

	<p><i>The issues as you have described are more likely to be covered by anti-social behaviour. I have provided a link below to the Councils website where you can find information on anti-social behaviour and the process for reporting issues as you have described.</i></p> <p><i><a href="https://www.shropshire.gov.uk/crime-and-community-safety/anti-social-behaviour/">https://www.shropshire.gov.uk/crime-and-community-safety/anti-social-behaviour/</a></i></p> <p><i>I am aware that Tim Rogers will be responding to you separately in regard to Planning matters.</i></p> <p><i>Please let me know if you have any further queries about the Club Premises Certificate.</i></p> <p><i>Kind regards</i></p> <p><i>Mandy”</i></p> <p>I have gone back to Mandy and asked her to clarify as follows:</p> <p><i>“Dear Mandy,</i></p> <p><i>Many thanks for looking into this and keeping us updated. From the parish council perspective, a key concern has been the safety of the structure. As you may be aware, the decking was built and a retrospective planning application for it was made – this was refused and safety was a factor in the refusal. The decking which currently sits on the site is as per the application that was rejected on safety grounds. The decking has since been the subject of a further planning application which detailed proposed changes to the decking designed to make it safer. This application was agreed but in so far as I am aware the changes to the decking shown in the application have not been made.</i></p> <p><i>As safety was a factor in the refusal of planning for the decking in its current form, can you please advise if the safety concerns with the current structure, as confirmed by the refused planning application, will be a factor in deciding whether to grant a licence? Can the parish council please be consulted on the licence application?</i></p> <p><i>Regards,</i></p> <p><i>Rebecca”</i></p> <p>I have also asked planning if enforcement action will be taken re the current unauthorised structure.</p>
Sewage Severn Way	<ul style="list-style-type: none"> <li>• Severn Trent have now fixed the issue</li> </ul>
Npower	<ul style="list-style-type: none"> <li>• I am liaising with a company working on behalf of Npower to get quotes for electricity at the pavilion as the current fixed rate expires towards the middle of this year.</li> </ul>
Dog fouling	<ul style="list-style-type: none"> <li>• Dog warden has responded as follows: <i>“Sorry to hear that the fouling has increased again, I will patrol the area again, just a reminder that I only cover the Dog Warden duties on Tues and Wednesdays.</i></li> </ul> <p><i>When the weather dries up and the paths are cleaned I will use the footpath signs again.”</i></p>

Oak tree	<ul style="list-style-type: none"> <li>• SC have no record of having done a survey</li> </ul>
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Climate change meeting in Harley – it was suggested that the PC investigate green energy for the street lights?

d) *Tug of War Working Group Report*

Cllr. Aston updated that the group met last week. Key things to organise are parking, avoiding parking on Sheinton Road (doctors or school), catering (arranged), social club doing the bar. Running raffle to try and raise money to upgrade pavilion – calling for raffle prizes. Will need volunteer help on the day. Cllr. Aston to do article for CRAG and Village Life

e) *Fete Working Group Report*

Cllr. Todd advised that the group met last night and have begun to formulate a plan. Need volunteer helpers. Need insurance and a license for the event. Need prize donations.

f) *Parish Councillor Reports*

- Cllr. Bott said he will look at play area drainage when dry. Recreation Field signs purchased. The clerk highlighted that permission is needed for any signs to be erected on the highway.
- Cllr. Todd reported on meeting in Harley re climate change hosted by Sue Burnell. She is organising a meeting in Cressage. 9<sup>th</sup> March – meeting organised with expert on green energy.

g) *Ironbridge Power Station* – noted as per Cllr. Wild's report.

131/1920 **MINUTES** – it was **RESOLVED** to approve the minutes of the meeting held on 8<sup>th</sup> January 2020 as being a correct record and they were duly signed by the chairman, as instructed by council.

132/1920 **YOUTH PROVISION**

Karen Ladd of SC willing to come and speak. Email from Judith Karena:

*“There has been a recent event at the Christ Church C of E Primary school involving teenagers on bikes we believe they were all from the village involving the local authority and police when they were trying to access the new cycle/running track on school grounds. A provision which does not exist anywhere else in the parish I believe and especially not in the community field behind the school. The underlying cause was because of the lack of infrastructure and other provisions for young people in the village and this is possibly an issue for the whole parish?”*

*The suggestions I am proposing are as a result of my meetings with 3 teenagers I have spoken with in the village, social club staff and a parish council member:*

***Short term measures to lead to a longer-term commitment to youth issues in the parish and to build up involvement and support for young people while making it youth centred.***

- *Create a teenage champion role within the parish council and they attend/contribute to all the PC meetings and link to other teenagers through the youth club.*
- *Create a trial winter weekly afternoon youth club at the Cressage Social Club (this has now been proposed) that has some seed funding from the parish council to cover weekly refreshments provided by the club, volunteers to run it.*
- *Create time control lighting in the field by the bike ramps which would open the winter provision of that space to include the 3pm-7pm period.*

***Longer term intentions***

*commit to the building of a year-round provision in the field to include: well-lit/ or lighting that is timer controlled, track provision with a shelter in the field as the primary school have achieved working with the parent teacher association. Not just for young people but to support our large dog walking community to combat the poor drainage in the field.”*

It was **RESOLVED** to:

- Invite Karen Ladd to April council meeting.
- Find out how teenage champion roles have worked on other parish councils.

133/1920 **PLANNING NOTIFICATIONS– FOR INFO**

None received at time of issuing the agenda.

134/1920 **PLANNING APPLICATIONS – FOR COMMENT**

- 1) 19/05560/OUT - Ironbridge Power Station Buildwas Road, Ironbridge, TF8 7BL  
 Proposal: Outline application (access for consideration comprising formation of two vehicular accesses off A4169 road) for the development of (up to) 1,000 dwellings; retirement village; employment land comprising classes B1(A), B1(C), B2 and B8; retail and other uses comprising classes A1, A2, A3, A4, A5, D1 and D2; allotments, sports pitches, a railway link, leisure uses, primary/nursery school, a park and ride facility, walking and cycling routes, and associated landscaping, drainage and infrastructure works  
Comments: Sub-committee needs to be formed in order to comment.
  
- 2) 19/05509/MAW - Proposed Quarry To The East Of Much Wenlock Road, Buildwas  
 Proposal: Phased extraction and processing of sand and gravel including the erection of processing plant and ancillary infrastructure, temporary storage of minerals, utilisation of existing rail siding and creation of new access road on to Much Wenlock Road; restoration of the site  
Comments: It was **RESOLVED** to object on grounds of traffic and comment more when detailed traffic studies available.

135/1920 **PARISH MATTERS**

- a) *Hedges Harley* – it was **RESOLVED** to remove the agenda item as the higher part of the hedge has been reduced slightly.
- b) *Flooding /drainage issues, Harley & Sheinton* – drainage issue at Kenley Road is now clear and an additional outlet was found so running drain across field is now a longer-term rather than short-term solution. Drain at bottom of Harley not sorted so need to pursue. Sheinton – ditch was being dug out but awaiting inspection from new drains manager, John Bellis – ask him to come out.
- c) *Dip in Severn Way* - no update from JI, clerk to chase again, **RESOLVED** to seek a date for the works.
- d) *Other highway matters*
  - Glen Smith temporary central area highways manager not Ian Walshaw.
  - Station Road – was to be done before end of financial year and was costed. It was **RESOLVED** to ask for the date for the works – bridge and subsidence.
  - Parking at doctors – ask the surgery to come to a meeting to discuss. Speak to highways and talk to surgery and arrange meeting between the three parties, either 9am or 3pm to see the problem ([muchwenlockmp@nhs.net](mailto:muchwenlockmp@nhs.net)).
  - Find out why white line markings on leaves from junction of Severn Way to The Moors (arrows with numbers on the pavement)
- e) *Pavilion*
  - Flood light on pavilion - pole extended so circa 12 foot off the ground, following sensor being ripped off and shorting it.
  - Damage to small door – Cllr. Bott was instructed by the clerk, in consultation with the chairman to order and install a new door, as previously quoted, due to the current door being vandalised.
  - Fire Risk Assessment – have identified items needed and Cllr Bott to buy and claim cost.
  - Hoping to install more storage cupboards.
- f) *Signage for parking spaces at Cressage Church-* Cllr. Bott has purchased the signs and **RESOLVED** to purchase metal post to install the signs on spaces next to the disabled ramp.
- g) *Cressage Social Club decking* – the person who has been on the decking perpetuating ASB is back. Police have taken no action and claimed he is harmless. It was **RESOLVED** to complain to police and social services (T&W) and inform the club. Other people are also using the decking.
- h) *War Memorial repairs* – materials sourced so Cllr. Bott to repair.
- i) *Parish Plan – update on Environment & Services & Infrastructure topics*

**Environment**

Action	Partners	Timescale	Success Criteria	Progress
Provide more public benches in Cressage	Parish Council	Two Years	Seats in use	No additional benches

				provided as yet
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It was **RESOLVED** to instruct SLB Groundcare to paint the benches.

**Services and Infrastructure**

Action	Partners	Timescale	Success Criteria	Progress
Aim to improve broadband speeds in the parish – via contacting Openreach with the findings from the questionnaire – contact other broadband providers for options relating to the whole community – contact Connecting Shropshire to discuss plans for the parish.	Parish Council Shropshire Councillor for Severn Valley Ward Shropshire Council	Immediate and on-going	Faster broadband speeds in the parish. Improvement in connectivity within parish	400 premises with superfast broadband available from the Openreach network 40 premises with superfast broadband available from the Airband network 10 premises without access to superfast broadband (NB Superfast broadband is defined as a download speed of 30mbps)
Less dog fouling in Cressage – increased	Parish Council	Immediate and	Provision of more dog litter bins in areas noted	Two ins added  -Dog warden asked to patrol more often -CCTV signage to deter dog fouling -Stencils and marker purchased to highlight dog fouling “hot spots” -People asked to keep to edge of recreation

				field with dogs - Reports increased, then decreased, then increase again
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j) *The Eagles Inn – consultation on report re application to list the building*  
It was **RESOLVED** to object to listing on grounds the building is derelict and has been condemned.

k) *Reports of urgent parish matters (for info only)*  
None.

136/1920 **FINANCIAL MATTERS**

a) *Q3 bank reconciliation and budget report* - it was **RESOLVED** to approve the report, as per Appendix 1, the Q3 balance being £28,718.07

b) *Payments including payments made between meetings* – it was **RESOLVED** to approve the following:

Ref	Payee	Item	Chq	Net	VAT	Gross
P83-1920	R Turner	Salary Jan	SO	£372.64	£0.00	£372.64
P84-1920	SLB Grounds Maintenance	Maintenance contract Jan	SO	£643.40	£0.00	£643.40
P85-1920	Harley VH	Room hire	2239	£10.00	£0.00	£10.00
P86-1920	SCPF	Pension Jan	2240	£80.36	£0.00	£80.36
P87-1920	R Turner	Expenses Jan	2241	£34.43	£0.00	£34.43
P88-1920	Numbers Plus	Defib	2242	£99.00	£19.80	£118.80

c) *Income received* – noted as follows:

Ref	Payee	Item	Amount
R18-1920	Lloyds	Interest Jan	£0.31
R19-1920	HMRC	VAT Refund 2018-19	£915.85

137/1920 **CORRESPONDENCE**

a) *Community solar events* – noted.

b) *Climate change seminar* – 10<sup>th</sup> Feb

c) *Training programme* – book basic councillor training for Cllr. Campbell and Esp on summer course.

138/1920 **NEXT MEETINGS**

a) *Dates of next meetings*

- Council meeting - 4<sup>th</sup> March 2020
- Annual Parish Meeting - 11<sup>th</sup> March 2020, Harley Village Hall at 7pm

b) *Items for agenda(s)- to note requests*

- Asset Register update
- Mid-year internal control review
- Solar panels for pavilion – Cllr. Aston to investigate
- Add AOB to the agenda.

**Appendix 1: Q3 Budget report and bank reconciliation**



Q3 Budget report 2019/20 Cressage, Harley and Sheinton PC						
RECEIPTS	Actual 2018/19	Budget 2019/20	Actual Q3 2019/20	Variance £	% budget to date	Variance explanation (if greater than 15% variance assuming 75% of budget spent to date)
Precept	£15,970.00	£24,826.00	£24,826.00	£0.00	100%	Paid annually
Parish Portion - 15% CIL monies (Neighbourhood Fund)	£0.00	£3,289.67	£3,289.67	£0.00	100%	Paid annually
Environmental Maintenance Grant	£1,500.00	£1,500.00	£1,500.00	£0.00	100%	Paid annually
Pavilion hire	£90.00	£90.00	£150.00	£60.00	167%	More matches than last year
Interest	£3.67	£4.00	£2.73	£-1.27	68%	
VAT refund	£342.45		£0.00	£0.00		
Litter picking grant	£0.00	£0.00	£103.00	£103.00		One off grant
Loan			£5,075.00			For LED lights
Fete			£146.72			Held in reserve
Other	£0.00		£217.12			Transparency grant and refund of overpaid cheque
<b>TOTAL RECEIPTS</b>	<b>£17,906.12</b>	<b>£29,709.67</b>	<b>£35,310.24</b>	<b>£378.85</b>	<b>119%</b>	
PAYMENTS	Actual 2018/19	Budget 2019/20	Actual Q3 2019/20	Variance £	% budget to date	Variance explanation (if greater than 15% variance assuming 1/2 of budget spent to date)
<b>Administrative &amp; Establishment Costs:</b>						
Clerk's Salary (incl. pension)	£5,963.36	£6,554.00	£4,821.24	£1,732.76	74%	
Mileage	£187.20	£200.00	£199.80	£0.20	100%	Extra meetings
Office Expenses	£267.83	£300.00	£444.15	£-144.15	148%	
Training/AGM (Clerk/Councillors)	£340.20	£300.00	£202.80	£97.20	68%	
Hire of meeting rooms	£235.00	£200.00	£130.00	£70.00	65%	Cressage hall fees paid annually
Audit (Internal & External)	£120.00	£320.00	£340.00	£-20.00	106%	Paid annually, external audit fee pending
Insurance	£723.01	£750.00	£743.20	£6.80	99%	Paid annually
Subscriptions (SALC)	£379.44	£390.00	£381.12	£8.88	98%	Paid annually
Website	£190.00	£190.00	£190.00	£0.00	100%	Not billed yet
ICO Registration	£35.00	£40.00	£35.00	£5.00	88%	Not billed yet
Election Costs	£300.00	£0.00	£0.00	£0.00		Billed 2020-21
GDPR Compliance	£240.00	£240.00	£133.33	£106.67	56%	Not billed yet
VAT	£915.84		£1,349.39			
<b>Sub Total Admin &amp; Establishment</b>	<b>£9,896.88</b>	<b>£9,484.00</b>	<b>£8,970.03</b>	<b>£1,863.36</b>	<b>95%</b>	
<b>Street Lighting</b>						
Electricity	£1,601.50	£1,350.00	£1,521.67	£-171.67	113%	Delay in changing tariff & LED conversion
Maintenance / Inspections	£2,330.00	£5,960.00	£4,954.46	£1,005.54	83%	Bulk of repairs now done
Loan Repayments		£540.00	£0.00			Repayments start Feb 2020
<b>Sub Total Street Lighting</b>	<b>£3,931.50</b>	<b>£7,850.00</b>	<b>£6,476.13</b>	<b>£1,373.87</b>	<b>82%</b>	
<b>Environmental maintenance</b>						
Environmental maintenance & recreation ground cutting	£6,399.12	£6,811.00	£6,323.86	£487.14	93%	
Misc. repairs/maintenance	£4,981.88	£3,500.00	£1,563.94	£1,936.06	45%	
RoSPA	£195.00	£195.00	£0.00	£195.00	0%	Billed annually
Water supply	£152.53	£100.00	£121.79	£-21.79	122%	
Electricity	£67.04	£100.00	£392.28	£-292.28	392%	
<b>Sub Total Recreation Ground</b>	<b>£11,795.57</b>	<b>£10,706.00</b>	<b>£8,401.87</b>	<b>£2,304.13</b>	<b>78%</b>	
<b>Projects</b>						
Defibrillator	£427.80	£200.00	£0.00	£200.00	0%	Billed annually
Office equipment lease	£0.00	£100.00	£218.31	£-118.31	218%	Not billed yet
Neighbourhood Fund			£905.63	£-905.63		Pavilion project
Village Fete			£137.17	£-137.17		Grant towards fete expenses
Poppy Appeal			£110.00	£-110.00		
<b>Sub Total Street Works/Projects</b>	<b>£427.80</b>	<b>£300.00</b>	<b>£1,371.11</b>	<b>£-1,071.11</b>	<b>457%</b>	
<b>GRAND TOTAL PAYMENTS</b>	<b>£26,051.75</b>	<b>£28,340.00</b>	<b>£25,219.14</b>	<b>£3,120.86</b>	<b>89%</b>	
RESERVES	Actual balance 31.3.19	Contributions 2019/20	Expenditure 2019/20	Balance Q3 2019/20	Notes	
<b>Ringfenced Reserves</b>						
CIL (Neighbourhood Fund)	£2,018.12	£3,289.67	£905.63	£4,402.16		
Election Reserve	£300.00	£0.00	£0.00	£300.00		
Environmental Maintenance incl. recreation ground	£4,250.00	£0.00	£780.00	£3,470.00		Fencing, gutter repairs & drainage works drawn from reserve
Street lights	£2,390.00	£0.00	£1,920.00	£470.00		£1,920 drawn from reserve towards repairs as budgeted
Parish Plan implementation	£1,000.00	£0.00	£0.00	£1,000.00		
Transparency grant		£190.08	£0.00	£190.08		
Fete	£0.00	£146.72	£0.00	£146.72		
<b>Total Ringfenced Reserves</b>	<b>£9,958.12</b>			<b>£9,642.16</b>		
<b>General Reserves (balance b/f less ringfenced reserves)</b>	<b>£8,668.85</b>			<b>£19,075.91</b>		
<b>Total Reserves</b>	<b>£18,626.97</b>			<b>£28,718.07</b>		
<b>BANK RECONCILIATION Q3 2019/20</b>						
Balance b/fwd from 31st March 2019			£18,626.97			
less payments			£25,219.14			
add receipts			£35,310.24			
<b>BALANCE AS PER CASHBOOK</b>			<b>£28,718.07</b>			
Represented by bank balances		01131990	£7,402.77			
		00809578	£21,435.15			
		<b>Total balances</b>	<b>£28,837.92</b>			
Less unrepresented cheques & SO						
	2231		£80.36			
	2232		£39.49			
			<b>£119.85</b>			
Add uncredited receipts			£0.00			
<b>RECONCILED BALANCE</b>			<b>£28,718.07</b>			