

COUND PARISH COUNCIL

Chairman:	Cllr T J W Roberts Quay House Upper Cound Shrewsbury SY5 6AT	Clerk:	Lisa Harris
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MINUTES OF THE PARISH COUNCIL MEETING Held at 7.30pm on 20 January 2022 at Cound Moor Village Hall

Present: Parish Councillors T Roberts, R Davies, S Green, S James, J Hall, B Howarth, S Scott, K Symonds, and Shropshire County Councillor C Wild

Clerk: Lisa Harris

Also present: One member of the public

86.21 Apologies for Absence

Apologies were received from Councillor Sartain. The reason given was accepted by the Council.

87.21 Disclosable Pecuniary Interests

- a) No disclosable pecuniary interests were declared
- b) There were no applications for a dispensation regarding disclosable pecuniary interests

88.21 Public Participation Session - *a period of 15 minutes will be set aside for the public to speak, with a strict 5-minute limit per speaker. Members of the public may speak on matters appearing on the agenda. However, if a matter does not appear on the agenda, a written request should be submitted to the Clerk no later than 2 working days before the meeting.*

Ray Adams and Clive Leworthy from Airband and Ben Walker from Shropshire Council kindly attended the meeting to provide an update on the fibre broadband installation in the parish.

- Last section planned to be installed early part of next week (week commencing 24/01/22)
- The fibre cabinet has been relocated to public land on the main road by the lay-by
- Electricity is being installed to the cabinet on 01/02/22
- Airband electricians will connect it all up on 02/02/22
- OpenReach are coming with their engineering team to both install their connector and commission it on 03/02/22. Airband engineers will then commission it straight afterwards.
- The network can then be tested once it's live. Any remedial work will then be carried out.
- Handed over to the sales team to book in installations from 11/02/22

Following the update, the Chairman thanked the three gentlemen for their time and they left the meeting.

89.21 To approve the minutes of the Parish Council Meeting held on 18 November 2021

The minutes of the previous meeting had been circulated.

It was proposed by Councillor Symonds and seconded by Councillor James and
resolved (without opposition)

that the minutes of the Parish Council Meeting held on 18 November 2021 be accepted as a true record. The minutes were signed accordingly.

90.21 Matters arising from the minutes of the Parish Council Meeting of 18 November 2021

- a) Speeding on the A458 – Clerk has written to David Waller advising of the outcome of investigations made by the Parish Council into the matter. Letter of thanks written to the Traffic Engineer at Shropshire Council for the comprehensive information received.
- b) Environmental Maintenance Contract advertised on website. Tenders to be discussed at 102.21 on agenda.

91.21 To receive report from Shropshire Councillor and/or Safer Neighbourhood Team (West Mercia Police)

Nobody from the SNT was able to attend.

Councillor Wild reported the following:

- a) Cound Arbour Bridge – she has been chasing Gurnek Singh (Engineering Services & Bridges Manager, Shropshire Council) and can now advise that in conjunction with WSP they have put together all the diagrams, drawings and pictures they need and the signage has been worked out. Councillor Wild recommended inviting Mr Singh to the next meeting so that he can present the scheme which has been developed.

ACTION: Clerk to invite Mr Singh to March's meeting.

- b) Recycling Bins – following requests from residents, and to improve recycling rates, a free wheelie bin will soon be available to households for the disposal of cans, glass and plastic. These will (optionally) replace the existing black recycling boxes, reduce the amount of waste being blown out of the boxes on windy days, make the storing of recycling more convenient for residents and will reduce the amount of bending and lifting for both residents and the waste removal crews. Register for a bin online at <https://shropshire.gov.uk/requestmixedrecyclingbin>. The rollout is commencing in April in Bridgnorth and delivery to Cound could potentially be that month.

92.21 To receive the defibrillator audit check for the period

Councillor Roberts had performed the audit checks for the period up to 14 January 2022 and confirmed that the defibrillators were ready to use as and when required.

93.21 To receive Clerk's Report

The Clerk reported that:

- At a recent Clerks' Networking Meeting, it had been reported that a county parish council have recently been conducting their meetings via Zoom. This is not permissible as there is

no legislation to permit it.

- Had written to parishioner re Parish Council's position on reducing the speed limit on the A458 within parish boundary.
- Had written a letter of thanks to Senior Traffic Engineer at Shropshire Council for guidance on possibility of reducing the speed limit on the A458 through the parish.
- The Planning Inspectorate has written to Shropshire Council asking for an update on the processing of our application for the Church Lane Definitive Map Moderation Order (to be received by 21 January 2022) to allow them to consider our appeal.

94.21 Guildhall Matters

Prior to the meeting Councillor Sartain had advised that there was nothing to report other than a meeting was planned to take place shortly to discuss future events.

95.21 Current Year Financial matters

a) Payments

Authorised payments for December 2021 and January 2022 from Treasurer's Account

Date	Payee	Description	Amount
20/01/2022	Miss L Harris	Clerk's expenses December/January	£ 35.80
20/01/2022	Miss L Harris	Clerk's Salary December/January	£ 460.96
20/01/2022	HMRC	PAYE on Clerk's salary December/January	£ 115.20
20/01/2022	Shaun Bott	Environmental Maintenance Contract 2021-22	£1135.00
20/01/2022	ICO	Annual data protection fee	£ 35.00
TOTAL			£1781.96

It was proposed by Councillor Scott and seconded by Councillor Hall and **resolved (without opposition)**

that the above accounts be approved for payment.

b) Bank reconciliation to 14 January 2022

The bank was reconciled at £6,919.00, being the online banking balances on the date the meeting agenda was prepared. The bank reconciliation was agreed and signed by Councillor Symonds.

c) Precept

The Clerk had prepared two budget/precept scenarios:

- A precept of £6,256 that would cover 2022/23 expenditure and replenish the reserves to the recommended level of 50% of annual costs;
- A precept of £6,756 that would cover 2022/23 expenditure and replenish the reserves to the recommended level of 50% of annual costs plus would allow for an amount to be allocated to a commemoration to mark The Queen's Platinum Jubilee.

The precept had not been increased since the 2018/19 financial year and it was recognised by all that the precept could not remain at the previous level.

It was proposed by Councillor Hall and seconded by Councillor Davies and **resolved** by a majority vote (7 votes to 1)

that the precept for 2022/23 be set at £6,756.

ACTION: Clerk to apply to Shropshire Council for a precept of £6,756 by the 28 January deadline.

96.21 Planning

1. Decisions to note:

a) Ref: 21/05021/DIS

Address: Brookside Cottage Cound Shrewsbury Shropshire SY5 6AP

Description: Discharge of Condition 4 (External materials) and 5 (Details of Services exterior) relating to Planning Permission 20/04007/LBC for the erection of flat roofed, timber framed and clad single storey extension following removal of modern brick and glazed rear utility room/entrance porch affecting a grade II listed building

Validated: 14 Oct 2021

Status: Granted

b) Ref: 21/05455/AMP

Address: Yew Tree Cottage Upper Cound Shrewsbury Shropshire SY5 6AS

Description: Non Material Amendment to Brick Details on Planning Permission 19/02585/FUL – Erection of single storey rear extension; addition of pitched roof over rear flat roof; removal of front gable and insertion of rooflights

Validated: 22 Nov 2021

Status: Granted

2. Planning applications for consideration:

a) Ref: 21/04012/FUL

Address: Riverside Cottage Cound Shrewsbury Shropshire SY5 6AF

Description: Erection of first floor extension over existing garage and new dormer structure to be formed in existing bedroom

Validated: 16 Aug 2021

Status: Pending Consideration

b) Ref: 21/04640/FUL

Address: Evenwood Cottage Cound Moor Shrewsbury Shropshire SY5 6BE

Description: Erection of new dwelling following demolition of existing dwelling (whilst retaining the existing annex building to the rear)

Validated: 11 Oct 2021

Status: Pending Consideration

c) Ref: 21/05839/DIS

Address: Yew Tree Cottage Upper Cound Shrewsbury Shropshire SY5 6AS

Description: Discharge of Condition 3 (External Materials) for planning application

number 19/02585/FUL and conditions 9 (Brick Bonding Material) and 12 (External Materials) for planning application number 19/02586/LBC

Validated: 15 Dec 2021

Status: Pending Consideration

No objections nor comments were recorded on any of the above planning applications.

97.21 To review and adopt the following policies and procedures

- Complaints Procedure
- Councillor/Clerk Relations Protocol

It was agreed (without opposition) that the Complaints Procedure and Councillor/Clerk Relations Protocol dated 20 January 2022 be adopted by the Parish Council and they were signed accordingly.

98.21 To review and re-adopt the following policies and procedures (attached)

- Training & Development Policy
- Subject Access Request Policy
- Publication Scheme
- Personal Data Management & Audit Policy
- Grant Awarding Policy
- Equality Policy Statement
- General Privacy Notice

It was agreed (without opposition) that all listed policies and statements dated 20 January 2022 be re-adopted by the Parish Council and they were signed accordingly.

99.21 Correspondence

The Clerk had received an email from Mr Stephen Crack with two requests for future agenda items. Mr Crack will be invited to speak in the public participation session of March's meeting.

An email had also been received from a journalist following a recent article in The Telegraph naming Cound as a desirable village in which to live. The journalist had asked for volunteers to speak to her about the village. A number of parishioners had also been contacted regarding this and one had already agreed to meet with the journalist the next day.

100.21 Minor matters not included elsewhere on agenda and future agenda items

- The Queen's Platinum Jubilee

Cound Parish Council resolves that by the Public Bodies (Admission to Meetings) Act 1960 and under Section 100(A) of the Local Government Act 1992, the public and press be excluded for the remainder of the meeting for the following items 101.21 and 102.21 of business on the grounds it involves the likely disclosure of exempt information as defined in the Acts.

Councillor Wild and the member of the public left the meeting at this point.

101.21 To review the Highways Maintenance Contract for 2021/22

A brief discussion took place on how the Highways Maintenance Contract had been carried out in 2021/22.

102.21 To award the Highways Maintenance Contract for 2022/23

The Highways Maintenance Contract for 2022/23 had been advertised and invitations to quote sent out at the end of November 2021, with a closing date for the submissions of 16 January 2022. Although a number of applications had been received, it was decided that the procurement process was not sufficiently robust and therefore applications were voided. A new application process was agreed and finalised with the contract being readvertised as soon as possible. A decision on the awarding of the contract will be made at an extraordinary meeting in February.

103.21 Date of next meeting

Thursday 17 March 2022 at 7.30pm at Cound Moor Village Hall.

The Chairman thanked everybody for attending and the meeting closed at 8.55pm.

Signed by Chairman:

Date: 17 March 2022