

ALVELEY AND ROMSLEY PARISH COUNCIL

Minutes of a meeting of the Parish Council held on Tuesday 6th December 2022 in the Pavilion, Daddlebrook Road, Alveley, commencing at 19.30 pm

Present: Cllr I Jakeman, Cllr S Potter, Cllr C Brown, Cllr R Narburgh, Cllr R Dowson, Cllr M Haddon.

In Attendance: (Clerk) Mrs C Martin and (RFO) Mr D Rawlinson.

91/22 Chairman's Welcome, Announcements and Open Forum

Due to the absence of the chairman vice-chairman Cllr Jakeman chaired the meeting.

Open forum: the issue of quiet lanes was briefly discussed and it will be brought to the next meeting included in the next agenda.

i. Chairmans Statement

The chairman was absent but a short message was read on her behalf by the clerk detailing an issue brought forward regarding elections and addressing concerns of legality of elections. It was confirmed by the statement that the elections team for Shropshire have been consulted and the council has operated legally.

92/22 Present, apologies or absent.

Apologies have been received from Cllr P Barker, Cllr V Voysey and Cllr P Whale. Cllr J Taylor was absent.

93/22 Declaration of Disclosable Pecuniary or any other Interests or requests for Dispensations

Cllr. Potter declared a financial interest in paragraph 7. of agenda item 102/22 and confirmed that she would take no part in this item.

94/22 To approve the Minutes of the of the Parish Council Meeting held on the 1st November 2022.

The RFO requested that, in accordance with Section 5.2 of Financial Regulations, the minutes should reflect the resolution of Council which approved the schedule of payments. Cllr Dawson proposed to accept the minutes of the November meeting subject to the aforementioned changes, this was seconded by Cllr Potter.

95/22 Parish Matters

- (i) Review of the Council's procedures for handling requests made under the Freedom of Information Act 2000 (Appendix 3) and the Data Protection Act 2018 (Appendix Four)
The councillors reviewed the information following a short discussion the council unanimously agreed to continue with the official nalc model documentation presented.
- (ii) Refurbishment of parking area at cooks cross
It was agreed that the clerk is to finish the previous actions agreed in the November meeting.

96/22 REPORT FROM SHROPSHIRE COUNCILLOR

Cllr Lynch was not in attendance so was unable to make a report.

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97/22 TO RECEIVE DETAILS OF PLANNING APPLICATIONS AND DECISIONS

22/04931/FUL – The council decided not to comment on this Application. This action was proposed by Cllr Dowson proposed and this was seconded by Cllr Jakeman.

22/04834/FUL - The council decided not to comment on this application. This action was proposed by Cllr Brown and seconded by Cllr Narburgh.

22/05138/FUL - The council decided not to comment on this application. This action was proposed by Cllr Dowson and seconded by Cllr Jakeman.

22/05277/CPE – The council discussed the proposed application, the council decided not to comment at this time.

- a) Planning Applications received since the agenda closed and council is to make recommendations to Shropshire Council
No applications have been received since the closing of the agenda.

- b) Planning Decisions received from Shropshire Council
The council reviewed the information provided; no issues were raised.

- c) Planning Decisions received from Shropshire Council since the Agenda closed
No planning decisions were received after the agenda closed.

To note

- d) Other planning matters for information only – to note:
The council noted the planning applications.
A planning enforcement case has been received but is confidential.
The planning enforcement case was noted.

98/22 Website

After discussion it was proposed by Cllr Narburgh, seconded by Cllr Dowson and agreed by all that the Clerk would develop a new website with the provider to be Hugo Fox and would spend minimal time working on the current website. The Clerk advised that Cllrs would also have a dedicate email address as part of the new website provision.

99/22 Tree Saplings

The clerk is to contact the chairman in regard to this issue.

100/22 Planter Plaque

The clerk is to look into the costs to replace the plaque and to ask the chairman for the information in order to find quotes.

101/22 Village Signage

This was covered as an item in the open forum as the plans have been superseded by the proposed quiet lanes scheme that is to be presented at the next meeting.

102/22 FINANCIAL REPORTS – attached in appendix One

- (i) Financial Report.

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Paragraph 3. Cllrs. Narburgh and Potter confirmed that their examination of the accounts from July to September 2022 had not revealed any irregularities and that they had reconciled the reconciliation statement at paragraph 2 with the relevant bank statements.

Paragraph 7. The schedule of vouchers was considered and a motion to approve proposed by Cllr Jakeman and seconded by Cllr Narburgh was carried unanimously. Cllrs. Jakeman and Narburgh were instructed to verify and initial the supporting vouchers.

103/22 Mobile Phone

The clerk informed the council that the order for the phone had been placed and the clerk is awaiting delivery which may take some time due to postal strikes. Cllr Jakeman suggested that either payment method for the phone is acceptable regardless of the method being Standing Order or direct debit, this was agreed by the council.

104/22 ITEMS FOR FUTURE MEETINGS

Request from the historical society to instal a flagpole, to discuss at the next agenda. The clerk is to provide a form to be completed by the historical society to assist the council in their decision.

Standing Orders are to be reviewed in January and are to be put in the January agenda.

To discuss the newsletter and wider communication issues.

105/22 To Confirm the date of the next meeting

It was discussed that the scheduled date is the 10th January however the clerk is having a regularly scheduled meeting at an alternative council on this date. The council discussed alternative options for the meeting date and it was agreed that the best date would be the 3rd January 2023.

The next meeting of the Parish Council will be a monthly meeting to be held on Tuesday 3rd January 2023 in the Pavilion, Daddlebrook Road, Alveley, commencing at 7.30 pm, to include an Open Forum.

Meeting closed at 21.20.