

Upton Magna Parish Council

Minutes of the Annual Meeting of the Parish Council held on Thursday 5th May 2022 at 7.30pm in the Memorial Hall

22/032 ELECTION OF CHAIRMAN – Cllr Phil Roberts was elected (prop: MD, sec: JB, unanimous).

22/033 ELECTION OF VICE-CHAIRMAN – Cllr Michael Dawson was elected (prop: PR, sec: AB, unanimous).

22/034 REGISTER OF ATTENDANCE and APOLOGIES FOR ABSENCE

Present: Cllrs Phil Roberts (Chair), Jeana Bennion, Andy Brooker, Michael Dawson, Andy Pillow.

Apologies: None.

Krystyna Sochaki had decided not to take up her seat on the Parish Council.

Cllr Steve Walters tendered his resignation on 29/04/2022, following a move away from Upton Magna.

Clerk: Alison Utting

Also: SC Cllr Lezley Picton, Alan Granger (Sundorne Castle Estate Manager), plus one member of the public.

22/035 PUBLIC PARTICIPATION SESSION

A resident wished to publicly thank the Sundorne Castle Estate for all of the work done recently on footpaths within the parish.

It was also reported that the Gardening Club had very much enjoyed the talk that Alan Granger gave recently on biodiversity and would highly recommend it.

It was suggested that Parish Council vacancies be advertised in the Community News (church magazine).

22/036 DECLARATIONS OF INTEREST – None.

22/037 MINUTES – It was agreed that the Chairman should sign the minutes of 10th March 2022 as a true and correct record of the meeting.

22/038 CHAIRMAN'S REPORT

Cllr Phil Roberts presented his report to the meeting (published separately).

22/039 REPORT FROM CLLR. LEZLEY PICTON (SHROPSHIRE COUNCIL)

Cllr Picton presented her report (published separately).

PR asked whether the proposed tour of the Veolia facility (cancelled because of covid) will be rescheduled. Cllr Picton will find out.

22/040 ELECTION OF OFFICERS

Council unanimously resolved to appoint the following:

- a) **Planning Committee** – Cllrs Andy Brooker, Jeana Bennion, Michael Dawson, Andy Pillow.
- b) **SALC representative** – Cllr Phil Roberts.
- c) **Footpaths Officer** – Cllr Michael Dawson.
- d) **Internal checker (finance)** – Cllr Michael Dawson.

22/041 OTHER REPORTS

- a) **Police** – No report received and no attendance at tonight's meeting (requested). Clerk to contact them.
- b) **SALC** – PR reported briefly on the latest area meeting and issues raised.

22/042 PROGRESS REPORT

- a) **Electricity supplier** – Unfortunately, Cllr Steve Walters was unable to sort this due to personal circumstances. **ACTION:** Council resolved that the Clerk should have delegated authority to change supplier, going with the lowest standing charge as this is where our expenditure is highest, power consumption being very low. Council also agreed that once a new supplier has been instructed, the existing Direct Debit mandate be cancelled immediately.

- b) **SmartWater** – Signage has just gone up. There are still a number of properties who have not been offered kits. **ACTION:** AB to obtain list of property addresses from the Clerk so that door-to-door distribution can take place.
- c) **Broken streetlight** – The repair has been completed and the claim has been accepted by our insurer. The full cost minus excess and VAT amount has been paid into the UMPC account. Councillors expressed thanks for Steve Walters’ work on this.
- d) **Neighbourhood Fund spending** – Councillors noted the end-of-year report which showed that all CIL monies had been spent within the allotted time. There is £221.04 remaining, to be spend over the next couple of years.
- e) **Footpath issues** – AG has met with the tenant of Hunkington and he has been given a clear plan of the rights of way across the land. The Shropshire Way route is now mostly clear but the other footpath is still blocked at the Withington end. The tenant has given a verbal agreement to correct this. AG informed us that Sundorne Estate is going to establish permissive footpaths to link up with the dead-end path near the Tern. Council also welcomed the news that the original line of the footpath at the back of Pelham Road has been reinstated and Shropshire Council has installed a kissing gate at the end.
- f) **Jubilee events** – The community picnic will begin at 3pm on Sunday 5th June on the Village Hall field, followed by the ceilidh at 6pm in the Village Hall. There will be events such as sack races, egg-and-spoon, cake competition, a juggler who will give mini workshops, etc. It is hoped that all will be free of charge. No application for funds has yet been submitted to the Parish Council. Separately, the Village Hall committee has expressed an interest in purchasing benches to commemorate the Jubilee. **ACTION:** Councillors to encourage those seeking funds to submit grant applications to the Parish Council ASAP.
- g) **Sycamore tree at Porch House** – This has been fully inspected by John Blessington, Arboricultural officer at Shropshire Council. Generally, it is in good health and sound condition, although the splayed base makes it fairly unique and hard to assess with 100% confidence. He summarises that the risk level is low to medium and suggests a regime of regular inspection. The issue of who owns the tree also came up. It is not owned by Shropshire Council, nor by Porch House.

22/043 GENERAL PARISH & HIGHWAY MATTERS

*Please note: Most highway and general repair matters are best reported using **fixmystreet.com**. This will usually get the quickest results.*

- a) JB reported that there had been some **vandalism in the school grounds** over the Bank Holiday weekend. Ian Bartlett, Shropshire Council's Safer Schools officer, was working with the school to advise.
- b) AB remarked that, while he was happy to clear larger items from **ditches**, he will only do so if the ditch is not far too deep and it is safe to climb down into it.

22/044 PLANNING

a) Planning applications

22/01678/FUL Gate House, Upton Magna SY4 4TZ

Proposal: Erection of a field shelter in a corner of the field (pasture) adjacent to property. Decision: Support.

22/01624/FUL 3 Frank Crosse Drive, Upton Magna SY4 4TS

Proposal: Erection of single storey extension and internal alterations.
Decision: Support.

No further planning applications had been received.

b) Planning decisions published by Shropshire Council

21/05855/VAR Gate House, Upton Magna SY4 4TZ – grant permission.

21/05994/FUL 7 De Quincey Fields, Upton Magna SY4 4US – grant permission

TPO 2021 (Ref: SC/00477/21) Oak tree on land at The Old Parsonage – tree protection order confirmed.

No further decisions had been published.

21/045 FINANCE

a) Payments and receipts

Council noted the following **payments** made in April 2022:

Amount	Details	Power to spend
207.90	Clerk's salary (March)	LGA 1972 s112

Council agreed to make the following **payments** in May 2022:

Amount	Details	Legal Power
207.90	Clerk's salary (April)	LGA 1972 s112
56.89	Salary back payments from April 2021	LGA 1972 s112
44.00	Clerk's refundable expenses	LGA (financial provisions) 1963 s5.
118.00	PAYE (months 1 and 2)	LGA 1972 s112
249.96	Electricity for street lighting (nPower) 01/01/22 – 31/03/22	Parish Councils Act 1957 s.3 Highways Act 1980, s301
22.56	Microsoft365 (Apr, May)	LGA 1972 s142
58.50	Lawnmower maintenance (parts)	LGA 1972, s214(6)
294.00	Grass cutting Mar-Nov 2021	Open Spaces Act 1906, ss9 and 10
38.12	Fuel for churchyard mowing	LGA 1972, s214(6)
2695.34	Repair to streetlight by school	Parish Councils Act 1957 s.3 Highways Act 1980, s301
115.74	SALC affiliation fee 2022-23	LGA 1972 s111
75.00	Cllr training	LGA 1972 s175

Council noted the following **receipts**:

Amount	Details
9.40	Microsoft365 contribution from Hadnall Parish Council
5315.00	Precept
2196.12	Insurance claim (streetlight)

- b) Council received and approved the **accounts** and **bank reconciliation** for year ending March 2022.
- c) Council resolved that Cllr Jeana Bennion should be added as a **signatory** on the Unity bank account.
- d) **Grant application** from St Lucia's - £240 to purchase wooden bench to commemorate the Jubilee, to be sited in the sensory garden. Council resolved to offer to purchase a bench and donate it, allowing VAT to be reclaimed. Council agreed to spend up to £450 to purchase a recycled plastic bench which will require minimal maintenance and last a lot longer. Council also agreed to purchase a second bench to replace the one that used to stand by Glyn's tree opposite the pub, using funds already committed for Jubilee projects.

22/046 ADMINISTRATIVE MATTERS

- a) **Parish Council vacancies** – There have been no applications for co-option. The new vacancy has to be advertised until 25th May and then co-option is possible for

both seats. Council agreed that the vacancies should be advertised online and in the Community News magazine.

- b) **Meeting frequency** – Council resolved to extend the trial of bi-monthly meetings for another six months. To be reviewed: November 2022.
- c) **Code of Conduct** – Council resolved to adopt the updated Code of Conduct for councillors.

22/047 CORRESPONDENCE

Highways - Planned road closure: 4th- 8th July: Manor Farm Junction Uffington To St Lucia Church Junction, Upton Magna (cable diversion works). Road closed all the time.

Insurance – Quote for renewal with Came & Company (Hiscox) £623.45 (2021-2022 was £218.00). Renewal date is 1st June. **ACTION:** Council agreed to delegate authority to the Clerk to research other insurers and go for the best quote.

Shropshire Council – Community Tree Scheme: request for feedback sent to AB & AG to complete.

Shropshire Council – Keep on Moving launch event (for over 55s) at Shrewsbury Sports Village, Sunday 8th May 9.30am – 4pm.

Message via UMPC website – suggests that the aerial photo on the parish website needs updating as it was taken before De Quincey Fields was built. Clerk to put out call on social media for new photos to use on the website.

22/048 DATE OF NEXT MEETING

A short extra meeting (finance) will be held on 23rd June and the next full meeting of the Parish Council will be on 14th July. Both to be held at 7.30pm in the Village Hall.

The meeting closed at 9.25pm.

Signed: _____ Date: _____

Alison Utting – Upton Magna Parish Council
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