

# Upton Magna Parish Council

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## **Minutes of the Meeting of the Parish Council held on Thursday 15<sup>th</sup> July 2021 at 7.30pm in the Memorial Hall.**

### **21/086 REGISTER OF ATTENDANCE and APOLOGIES FOR ABSENCE**

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

**Clerk:** Alison Utting

**Also:** SC Cllr Lezley Picton, Alan Granger (Sundorne Estate Manager).

**21/087 PUBLIC PARTICIPATION SESSION** – AG reported that a problem with bridleway 0437/25/1, registered by MD on 5/7/21 via the Clerk, has now been sorted.

**21/088 DECLARATIONS OF INTEREST** – None.

**21/089 MINUTES** – It was agreed that the Chairman should sign the minutes of 10<sup>th</sup> June 2021 as a true and correct record of the meeting.

### **21/090 REPORT FROM CLLR. PICTON**

Lezley reported that some pot hole repairs have been done. A short-term budget increase of £8M has been agreed in order to speed up the improvements to Highway maintenance, in anticipation of a much greater increase next year. It will take time to get systems in place, but the aim is to radically improve road maintenance.

The Local Plan has been agreed by Shropshire Council and submitted to the inspector. It will take approximately 12-18 months to be processed through the system.

With the move to Step 4 (lifting of covid restrictions) on 19<sup>th</sup> July, it is anticipated that many Shropshire Council employees will continue to work from home, although those

that wish to return to the office will be doing so. This will be reviewed when the new SC premises are ready.

The rollout of a single wheelie bin for plastic and metal recycling, to replace the tubs, will begin in the autumn. This will be optional for households. A proposal has been put forward to adopt a 25% waste minimalization programme. SC's current fairly high figures for waste collection include our free green waste collection. LP says that SC currently has no plans to charge for this, which may make the proposed minimalization target unattainable.

### **21/091 PROGRESS REPORT –**

- a) **SmartWater** – It is hoped that the drop-in event will be held in August in the Village Hall (linked to Big Breakfast).
- b) **Great British Litter Pick 2021** – JB and the other volunteers have been carrying out litter patrols and have filled at least 10 black bags already. The Parish Council thanked them for their hard work. Litter patrols to continue on an ad hoc basis.
- c) **Assets of Community Value registration** – still to be done.
- d) **'Upton Magna Community News' Facebook group** – activity on this group (previously Upton Magna Events) has picked up nicely. Posts are being liked and shared. We will continue to encourage more members to follow the group.
- e) **Benji corner** – SC have now cut back the verges.

### **21/092 PLANNING**

- a) No planning applications were received in advance of this meeting.
- b) No planning decisions were published in advance of this meeting.

### **21/093 GENERAL PARISH & HIGHWAY MATTERS**

*N.B. Residents can report matters at any time using **fixmystreet.com***

- a) Glebe House frontage – vegetation blocking footpath. Clerk to write.
- b) Bridleway behind Uckington Farm blocked with tape (reported to MD). AG to take action on this.
- c) JB also reported several overgrown footpaths to AG.

## 21/094 ADMINISTRATIVE MATTERS

- a) It was recorded that Mel Board decided not to take up the position of Councillor and that therefore a **Casual Vacancy** has arisen. The official notice of vacancy expires on 23/07/21, after which time the Parish Council can invite applications for co-option.
- b) Council decided to change to **bi-monthly meetings** for a trial period. The revised calendar of forthcoming meetings is: 9<sup>th</sup> September 2021, 11<sup>th</sup> November 2021, 13<sup>th</sup> January 2022, 10<sup>th</sup> March 2022. This will be reviewed at the Annual Meeting in May 2022. Clerk to keep a time sheet of hours. Proposals to set up Planning Committee and to amend the Financial Regulations are to be put on agenda for September.
- c) Adoption of **Publication Scheme** and payment of £40 **data protection fee** – this is deferred until September, pending investigation of whether the Parish Council is liable.
- d) The Parish Council's **laptop** is not working. SW to see whether it can be fixed. No urgent need for replacement, as work can be carried out on any laptop, but Council agreed that they should consider adding repair/replacement costs to the next budget.

## 21/095 FINANCE

### a) Payments and receipts

Council agreed to make the following **payments** by cheque/BACS:

Amount	Details	Legal Power
415.80	Clerk's salary June, July	LGA 1972 s112
62.00	Clerk's refundable expenses	LGA (financial provisions) 1963 s5.
104.00	PAYE	LGA 1972 s112
26.43	Electricity for street lighting	Parish Councils Act 1957 s.3 Highways Act 1980, s301
11.28	Microsoft365	LGA 1972 s142
110.37	Mower maintenance	LGA 1972, s214(6)
218.00	Insurance 2021-22	Employers' Liability Act 1969 LGA 1972 s111
18.00	Banking charges	LGA 1972 s111

The following payments were authorised by PR & SW on 21/06/21 by email:

Amount	Details	Legal Power
470.00	Clerk's salary April, May + 6 hrs O/T	LGA 1972 s112
169.40	PAYE months 1,2 & 3	LGA 1972 s112

- b) Council received and approved the **accounts** and **bank reconciliation**.
- c) Council noted that the **annual audit** (AGAR) is now complete. All relevant documentation is on the UMPC website and the exemption certificate has been submitted to the external auditor.

## 21/096 CORRESPONDENCE

- a) **Road closure:** Atcham to Cressage. Start Date: 2nd August 2021. End Date: 13th August 2021. Purpose: Road Closure to complete gabion baskets.
- b) **Road Closure:** B5062 Road Closure (Sundorne roundabout to Haughmond Hill). Start Date: 12th July 2021. End Date: 15th July 2021. 9.30am – 4pm. Purpose: Urgent Road Closure to repair carriageway defects.
- c) **Michael Dawson:** Problem with bridleway 0437/25/1 (potato field) – already forwarded to Sundorne Estate (see item 21/087).
- d) **Constable Rebecca Howell:** I am the New Safer Neighbourhood Police Officer for Shrewsbury Rural East. I have had contact with some of you already. As the SNO for the area I would like to keep in contact so If you could update me regarding any Parish Council meetings I can send a Police report or link in with you via zoom or where possible in person. As you can see from the long distribution list I cover a large area with numerous Parish Councils so would like to keep contact with you all as much as is realistic and possible. We have one Police officer for the area and two Community Support officers, CSO Birch and CSO Baldwin. Please get in touch via email with any meeting updates and issues you may have and we look forward to working with you all.
- e) **Community Reassurance Team** update (forwarded and posted on FB)
- f) **SALC:** Free first time gas central heating for eligible residents  
<https://newsroom.shropshire.gov.uk/2021/06/free-central-heating-2/>
- g) **SALC:** Zoom training sessions available: Fundamentals for Councillors – Wed 22<sup>nd</sup> Sept 2021, 6pm – 8.30pm (£30). Code of Conduct – Mon 4<sup>th</sup> October 2021, 6.30pm – 8.30pm (£10).
- h) **SC Cllr Steve Charmley:** Letter about Highways (forwarded to all Cllrs via email).
- i) **SC Cllr Lezley Picton:** Neighbourhood Matters – invitation to join, recommended by police (forwarded to all Cllrs via email).
- j) **Steve Walters:** Hugo Fox have new free planning tracker page available for our website. Clerk to install.

**21/097 OTHER MATTERS**

Parking by Yew Tree Cottage to be put on September agenda.

The meeting closed at 9.15pm.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**NEXT MEETING – Thursday 9<sup>th</sup> September, 7.30pm in the Memorial Hall.**

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