**TIBBERTON & CHERRINGTON PARISH COUNCIL**

**Minutes of the Parish Council meeting held at the Village Hall, Tibberton, at 7:10pm on Thursday 16 May 2019.**

**Present: Cllr J Berry (Chairman)**

 **Councillors: N Eyles, M Fawcett and T Smart**

 **Clerk: J Major**

**19/05 Election of Chair and Vice-Chair of the Parish Council** Cllr Berry and Cllr Eyles signified their willingness to continue as Chair and Vice Chair, respectively. They were proposed by Cllr Fawcett, seconded by Cllr Smart and agreed.

**19/06 Chairman’s Declaration of Acceptance of Office** Cllr Berry signed acceptance of the office of Chair of the Parish Council.

**19/07 Co-option of Councillors** The clerk confirmed that, following the election on 2 May, four Councillor vacancies on the Parish Council remained. These have been extensively advertised and, as a result, three local residents had expressed a willingness to be co-opted onto the Council: Stephen Burrell, Clive Hames and Stuart Norton. The clerk advised that all three had confirmed that they meet the eligibility criteria set out in S79 of the 1972 Local Government Act and, pursuant to S80 of the Act, none was disqualified from standing. Cllr Smart proposed that all three should be co-opted onto the Council. This was seconded by Cllr Eyles and agreed.

**7:14pm: Cllrs Burrell, Hames and Norton joined the meeting.**

**19/08 Members’ Declarations of Acceptance of Office** All Councillors read and signed a Declaration, witnessed by the Clerk.

**19/09** Apologies had been received from Mr N Greenall

**19/10 Audit Committee** Cllrs Eyles, Fawcett, Norton and Smart had previously signified their willingness to represent the Council on the Audit Committee. This was proposed by Cllr Burrell, seconded by Cllr Hames and agreed. Cllr Eyles will serve as Chair of this committee.

**19/11 a)** The draft Minutes of the Parish Council Meeting, Thursday 11 April 2019 had been circulated prior to the meeting. The adoption of the Minutes was proposed by Cllr Eyles, Seconded by Cllr Hames and agreed.

 **b) Matters arising:** 19/01(b) TIBBERTON ROAD NETWORK: Now that the new Council is in place, the Clerk will contact Nick McGurk, TWC Highways Development Team to arrange a meeting with Councillors to discuss the road network in the Parish.

19/01(b) The Clerk advised that the £200 from TWC credited to our bank account on 21 March was an error by the team administering the Councillors Pride Fund – this will be returned [see item 19/13 (m) vi below].

19/01(b) The clerk advised he had spoken again with Derek Causer, TWC planning enforcement officer. Mr Causer is having difficulty contacting the land owner, but is continuing to try and speak with him to discuss the matters we have raised. He will keep us informed of his progress.

19/01 (b) TWC/2019/0117. Cllr Burrell advised he has maintained contact with the Planning Officer responsible for this application but as yet there has been no further developments with regards to the developer’s proposed action regarding the footpath along Mill Lane.

19/04: Cllr Burrell provided the following data from the Speed Indicator Device:

* Twice as much traffic enters the village from Bobaston Bank than through Back Lane (weekly averages are 4,000 and 2,000 respectively).
* The highest recorded speeds were 54mph (Bobaston) and 48mph (Back Lane)
* PC Lee Thomas advised that the key statistic to focus on was the amount of traffic driving at a speed in excess of 35mph (the speed limit, 30mph + 10% + 2mph).
* Data from the SID shows that less than 15% of traffic is exceeding this speed – so while we must all do what we can to get drivers to drive within the speed limit, we do not have a significant problem.

**19/12 Neighbourhood Watch Report** This had been circulated to Councillors in advance of the meeting. The key issue is to decide what action/financial contribution the Council is prepared to make with regards to promoting/subsidising the Smartwater project. It was agreed that members of the Audit Committee would meet with Nick Greenall to develop a proposal for consideration by the Council.

**19/13 Finance**

1. **Finance report.** The Clerk provided an overview of the Council’s financial position. At the start of this new financial year the Council had reserves of £7,310. The Clerk also presented the budget, agreed by the previous Council, for 2019. Cllr Eyles proposed this be amended as follows: Reduction of election costs from £663 to £140; and introduction of £1,000 expenditure to support the 519 Saturday bus service. This will result in planned expenditure for the year of £6,127, an excess of £477 over the precept income of £5650. This will be funded by a reduction in Reserves. This was seconded by Cllr Burrell and agreed. The revised budget is attached to these Minutes as Annex 1a.

It was agreed that items (b) to (g) would be considered together.

1. **To adopt the Annual Accounts 2018/19 (Annex A).** The accounts had been circulated prior to the meeting.
2. **Internal Audit:** To consider the findings of the review of the effectiveness of the Council’s system of internal control **(Annex B).** Councillor Eyles provided an overview of the internal practices Audit Committee carries out throughout the year. It is a system developed three years ago and has proved successful in ensuring the Council has the necessary financial controls in place. He commented that for the third year in a row our Internal Auditor has passed our accounts without comment. He commended the systems of control to the Council.
3. To receive and note the annual internal audit report **(Annex C).** The Internal Auditor’s report had been circulated prior to the meeting.
4. **To approve the Annual Governance Statement 2018/19 (Annex D).** The Statement had been circulated prior to the meeting.
5. **To consider and approve the Accounting Statements for 2018/19 (Annex E).** The Accounting Statements had been circulated prior to the meeting.
6. **To confirm the Parish Council wishes to certify ourselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. (ANNEX F).**

Cllr Burrell proposed that items (b) to (g) be accepted, adopted and approved. This was seconded by Cllr Eyles and agreed.

It was agreed that items (h) to (j) would be considered together.

1. **Standing Orders:** To confirm the Council’s Standing Orders **(Annex G).**
2. **Asset Register:** To confirm the Council’s Asset Register **(Annex H)**.
3. **Financial Regulations:** To confirm the Council’s Financial Regulations **(Annex I).**

The Standing Orders, Asset Register and Financial Regulations had been circulated prior to the meeting. The Clerk confirmed they had all been approved by the outgoing Council in November and that there had been no changes. Cllr Burrell proposed they be confirmed; this was seconded by Cllr Fawcett and agreed.

1. **To confirm the Clerk’s annual salary.** Calculated against New SCP 8 (old SCP 19) £2157, effective from 1st April 2019. The salary is to be paid in quarterly amounts of £539.25.

Confirmation of the salary level was proposed by Cllr Eyles, seconded by Cllr Hames and agreed.

1. **It was resolved not to introduce an annual allowance for Councillors**
2. Cllr Eyles proposed the following items for payment:
	1. Tibberton Village Hall Trust for Hire of hall £120.00
	2. John Major: Office expenses: (Stamps, £7.32; Ink £33.46) £ 40.78
	3. Smith of Derby (Church clock maintenance) £ 270.00
	4. Came & Co (Annual insurance premium) £ 294.17
	5. Katrina Baker (Internal Auditor fee) £ 30.00
	6. Telford & Wrekin Council: Return of Pride Fund money paid in error £ 200.00
	7. Ercall Magna Parish Council (Contribution to cost of supporting the

Saturday running of Arriva bus route 519 £ 500.00

This was seconded by Cllr Fawcett and agreed.

1. Cllr Eyles proposed payment of the following Donations/Grants:
2. Newport Cottage Care Centre £ 100.00
3. Severn Hospice £ 100.00
4. Tibberton Church Council £ 200.00
5. Telford & Wrekin Council (grant for Crucial Crew project) £ 125.00

 This was seconded by Cllr Fawcett and agreed.

**19/14 Planning**

1. **New application(s) for consideration**
2. [TWC/2019/0334](https://secure.telford.gov.uk/planning/pa-applicationsummary.aspx?Applicationnumber=TWC/2019/0334): Reserved matters application for the erection of 3 detached dwellings, garages and outbuildings pursuant to TWC/2016/1007 on land north of Rose Green & Swyn-Y-Coed, Tibberton

 Following discussion it was resolved to make No Objection to this application.

1. [TWC/2019/0252](https://secure.telford.gov.uk/planning/pa-applicationsummary.aspx?applicationnumber=TWC/2019/0252): \*\*\*AMENDED DESCRIPTION & AMENDED PLANS RECEIVED\*\*\*Application for the erection of 15 dwellings and garages with associated access on land East & South East of Sheldar/Covings/The Old Stables, Back Lane, Tibberton

 Following discussion, Cllr Eyles proposed that this application be objected to, in similar terms to the Council’s objection when it was last before us (11 April 2019, item 19/03 (a) ii). This was seconded by Cllr Fawcett and agreed.

1. [TWC/2019/0046](https://secure.telford.gov.uk/planning/pa-applicationsummary.aspx?applicationnumber=TWC/2019/0046): \*\*\*\*amended red line boundary and amended plans recieved\*\*\*\* Reserved matters application for the erection of 1 dwelling with integral garage pursuant to TWC/2016/0709 including details for access, appearance, landscaping, layout and scale

 Following discussion it was resolved to make No Comment to this application.

1. [TWC/2019/0353](https://secure.telford.gov.uk/planning/pa-applicationsummary.aspx?applicationnumber=TWC/2019/0353): and [TWC/2019/0355](https://secure.telford.gov.uk/planning/pa-applicationsummary.aspx?applicationnumber=TWC/2019/0355): (Part-Retrospective) (Full Planning and Listed Building Applications) for the reinstatement of brick and stone roadside boundary walls with proposed gateway in timber panel fence at Cherrington Grange, Cherrington.

 Following discussion Cllr Berry proposed this application be supported. This was seconded by Cllr Eyles and agreed.

1. [TWC/2019/0362](https://secure.telford.gov.uk/planning/pa-applicationsummary.aspx?applicationnumber=TWC/2019/0362): Refurbishment of existing shower room (Listed Building Consent) at The Grange, Tibberton.

Following discussion it was resolved to make No Comment to this application.

1. **Application(s) considered by email since previous meeting**.

Provisional Enquiry: PE/2019/0269 - Wychwood, 22 Old Smithy Road, Tibberton. Change of use to Garden Land.

Details of this provision enquiry had been circulated to Councillors and comments submitted to TWC. The Clerk was instructed to circulate details of these comments to Councillors.

1. **Applications decided since the previous Council meeting**
2. TWC/2019/0223: Erection of a single storey rear extension to 48 Cherrington Road, Tibberton has had a decision made. It was “Full Granted”.
3. TWC/2019/0251: Residential development of up to 9 dwellings on land between Rivers Edge & Willowbank, 45 Cherrington Road, Tibberton has had a decision made. It was “Outline Refused”.
4. **Parish Neighbourhood Plan** Cllr Eyles reported he has been preparing documentation on the Parish Profile, including: Population; Travel to Work; Depravation; Housing types; Public Transport and Services. This will be presented to the Steering Group shortly for their consideration.

**19/15 Any other business/Matters for Information**

1. The Clerk advised that letters of thanks had been sent to ex Cllrs Rowson and Belcher from the Shropshire Association of Local Councils for their many years of service on the Parish Council.
2. Cllr Berry advised he had received a letter from Ann Ridgway, resigning as parish Council representative from the School Trust Fund. The Clerk was instructed to send her a letter of gratitude. Cllr Fawcett said she would be prepared to take on this position.
3. Cllr Fawcett advised she had been approached by residents concerned at the encroachment over the pavements of some of the hedges in the village. She and Cllr Berry would speak with the relevant owners.

**19/16** **Dates of meetings scheduled for 2019/20** The next meeting of the Parish Council will be on Thursday, 18 July 2019 at 7pm in the Village Hall.

 Dates of subsequent Parish Council meetings are as follows:

* 26 September, 21 November, 23 January, 19 March and 21 May.

 There will also be a meeting of the Audit Committee on Thursday, 9 January.

The meeting closed at 8:52

John Major

Parish Clerk