

MINUTES

OF THE MEETING HELD TICKLERTON VILLAGE HALL

MONDAY 20th MARCH 2017 at 7.30pm

024/17 Present & Apologies for absence

Present

Cllr. G Watts - Chairman

Cllr. S Jones

Cllr. T Madeley

Cllr. L Gray

Cllr C Pugh

Apologies for absence were received from

Cllr. B. Orme and Cllr. M Young

In Attendance

Clerk, Mrs J de Rusett, Unitary Cllr. Cecilia Motley and Mrs S Pinsent (member of the public)

025/17: Declarations of Interest relating to this meeting.

Members are requested to declare any Disclosable Pecuniary or Personal Interests they may have in matters to be considered at this meeting in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

No declarations were made.

026/17 - Public Forum

Mrs S Pinsent attended to query why the parish council's Precept had increased for the year 2017/2018 by 22% when Shropshire Council's precept had risen by only 2%: she enquired what additional services parishioners could anticipate for the 22% rise. Mrs Pinsent also wanted to know what steps the parish council would be taking to reduce its expenditure in the future.

Mrs Pinsent had raised her concerns by email ahead of the meeting. The Clerk had responded by sending Mrs Pinsent a copy of the Precept Budget she had prepared for the councillors to consider when fixing the 2017/2018 Precept : the budget had been considered both at the November 2016 and the January 2017 meetings. The budget demonstrated a Precept of £3,700 was necessary to cover the Parish Council's running expenses for the year 2017/2018. The Chairman explained that at the January 2017 meeting the councillors had voted to increase by £100 each the small grants made to the churches in Eaton and Hope Bowdler to assist with churchyard maintenance and thus the precept had been set at £3,900 rather than £3,700.

The Chairman assured Mrs Pinsent that the parish council was very mindful of the need to keep expenditure low, and strove to do so. However, the parish council was in a position where resources previously provided by Shropshire Council now had to be funded by the parish council, at a time when the parish council's workload was increasing and legislation made its administration more complex. He trusted that the budget explained where, how and why the tax-payers' money was being spent.

027/17 - Approval of the Minutes of the Ordinary meeting of 22nd February 2017

The Minutes of the ordinary business meeting of 22nd February 2017, having been previously circulated to all members and considered by them, were approved by the members and signed by the Chairman as being a true record of that meeting.

028/17: Matters arising from the Minutes of the of 22nd February 2017 not dealt with elsewhere in the Agenda

No matters arising were raised which had not been included in the Agenda.

029/17 - Unitary Councillor's Report

Cllr. Motley reported first on the recent joint LJC meeting held at Acton Scott which had intended to concentrate on local health provision issues, including a report on how the new medical facility at the Mayfair Centre was faring. However, wider NHS issues had come to predominate the discussions.

Cllr. Motley reported on the current provision for social care in Shropshire. The Government have promised an additional £12 million to Shropshire over the next three years, but this is not a long term solution to the overwhelming cost of social care of the elderly.

Cllr. Motley discussed the forthcoming changes to Samdev and enquired whether the parish council was seeking any changes to its status in its Place Plan, which is currently open countryside. The Chairman advised he had scanned through the consultation documents and could not see anything which affected this parish. Cllr. Motley suggested opting in as a cluster, if any future development is envisaged. The members did not feel any development was in the pipeline; Cllr. Motley advised the parish council could always opt-in later, but once a parish has opted-in to cluster status, it cannot opt-out.

Cllr. Motley urged the members to read Rural Service Network's excellent publication "The State of Rural England", which is receiving government attention to the state of the rural economy. Cllr. Madeley enquired if there was any news yet on the level of business rates to be charged in Shropshire. Cllr. Motley had no hard figures other than the government have stated that no one will lose out to the extent of £50 or more. Questioned about Brexit and its effect on farmers, Cllr. Motley reported she has had a meeting with the NFU, who seem sanguine about change: she is having a meeting next week with the CLS who may have a different view and more hard information about the way ahead.

030/17 - Minor Highways and Environmental matters

Cllr. Pugh reported that deep pot holes all around New Hall, Eaton have now been filled. Cllr. Madeley reported that the blocked drain by Darby Lane at Eaton has finally been jetted. Our thanks to Chris Jackson for these works.

Cllr. Pugh enquired whether it was feasible to hire a power broom to clear the verges in the villages of debris and litter. Cllr. Madeley advised he has a power broom but he uses it infrequently as the brushes are expensive and very quickly wear out. It was agreed that one

of the councillors will investigate with Wildes how much it costs to hire a broom and driver, so the matter can be considered further.

It was agreed by the members that the EMO's travelling expenses should be increased to 45p per mile in view of the distance he was covering and the current cost of fuel.

031/1 - Correspondence and Communications

The councillors considered the following items of correspondence:

1. Letter 21.02.17 from Mrs S Hayward on behalf of Hope Bowdler Village Hall Committee advising:
 - That the committee will be increasing their hall hire charges to £9 per session for the next six months and thereafter to £10 per session
 - That as from 1st March 2017 the gate to the car park will be locked. A key is to be given to the Chairman for parish council meeting's use.
Clerk responded asking if she could be provided with a key to the hall and the gate so she can set up the hall prior to meetings.
Response received that no keys are available but Mr Jenkins will kindly open the door and gates for our meetings.
2. Email 06.03.17 from Mrs S Pinsent to Chairman concerning Hope Bowdler's First Responder's arrangements for funding the First Responder's vehicle.
The contents were noted.
3. Email 12.03.17 from Mrs S Pinsent to Clerk expressing concern that the parish council's precept has risen by 22.0% for 2017-2018 and asking what added value parishioners can expect for the increase.
Clerk responded by sending the Mrs Pinsent the 2017/2018 Precept Budget to show how the money is to be spent.
This item was discussed with Mrs Pinsent - see 026/17.
4. Letter 18.03.17 - Clerk to Planning Officers enquiring when a decision will be taken on planning application 16/03746/FUL (Mrs Akers).
Response still awaited.

031/17 - Review of matters pertaining to 4th May 2017 elections and the Annual Parish Meeting.

Following the elections on 4th May 2017, all councillors are deemed to have retired with effect from the 8th May, meaning the parish council will not actually have a Chairman for the Annual Parish Meeting on 15th May 2017 at Hope Bowdler Village Hall. It was agreed Cllr. Watts, as out-going Chairman will give the Chairman's Report, recording events over the past year.

The first items of business at the ordinary business meeting following the Annual Parish Meeting must be the completion and signing by all councillors of their Declarations of Acceptance of Office, and their Disclosable Pecuniary Interests form. Councillors who are re-elected do not need to complete a new DPI form unless their circumstances have changed. All councillors are asked to bring their election expenses forms to the meeting, so they can be gathered and returned to the Monitoring Officer, to avert fines being imposed.

032/17 - Appointment of a website administrator

The Clerk reported on her progress with this matter. She has placed an advertisement in the Honeypot parish magazine, but there has been no response. Cllr. Madeley kindly advised her of a firm who administer the Eaton Manor website: she contacted them but the quotation they gave was expensive - set up costs charged at £60 per hour and a monthly admin. fee of £45 to upload items onto the website. SALC had suggested Stretton Internet. The Clerk contacted them and had a meeting with them in Church Stretton. They have mastered the workings of the website and up-loaded a number of outstanding items for a very modest fee of £30. They will charge £30 per hour for the up-loading work: it is not anticipated the work will involve more than 15 - 20 minutes a month.

The members unanimously agreed that StrettonInternet be engaged to administer the website, but hosting of the website (an additional £190 per annum) should remain with WebOrchard this year, to be reviewed in 2018. For the foreseeable future the website will continue to be funded by the Transparency Code grant and not through the Precept funds.

033/17 - Finance

033/17/1 - Finance Report for March 2017

Precept balance b/fwd. from 20th February 2017 **£2,725.67**

LESS: Precept cheques authorised for payment on 20th March 2017

1. Clerk's net salary for March 2017	£126.16	
2. HMRC – PAYE on Clerk's March 2017 salary	£ 31.40	
3. SALC - Inv. No. 291 - Course re Elections Training	£ 22.00	
4. Ticklerton Village Hall - hire charges for 2016/2017	£ 62.50	
5. Hope Bowdler Village Hall - hire charges for 2016/2017	TBA	
6. <u>Expenses incurred by the Clerk in March 2017 in connection with Parish Council business:</u>		
• Contribution to Broadband/telephone and office overheads - March 2017	£10.00	
• Postage expenses		
Posting election packs to councillors - 1st class	£ 8.89	
• 2 x HP364 ink cartridges & 1 pkt. file dividers	£18.00	
• Electricity for meeting 20.03.17	£ 3.00	
• Travelling expenses claimed at 30p per mile:		
13.03.17 - to Church Stretton/Hope Bowdler & Ticklerton to put on notice boards posters re elections, agendas for 20.3.17 and for a meeting with Chris Smith of Stretton Internet re website administration - 44 miles		
20.03.17 - To Ticklerton Village Hall for Parish Council meeting - 41 miles		
Total mileage: 85 miles @ 30p	<u>£25.50</u>	
Total of Clerk's expenses	£65.39	<u>£ 65.39</u>

	£307.45	£ 307.45
Balance of Precept c/fwd as at 20.03.17		£2,418.22
<u>Ring Fenced Funds</u>		
1. <u>Highways & Environmental Grant</u>		
Balance of Highways & Environmental Grant b/fwd	£2,153.28	
Less:		
Inv. 161749 for Kinch Parry Ltd.	£ 249.60	
	<u>£1,903.68</u>	
Balance of Highways & Environmental grant c/fwd at 20.03.17		£1,903.68
2. <u>Transparency Code Grant</u>		
Balance b/fwd from February 2017	£1,271.40	
Less:		
Invoice 201703-305 from Stretton Internet - C M Smith	£ 30.00	
	<u>£1,241.40</u>	
Balance of Transparency Code grant c/fwd as at 20.03.17		£1,241.40
TOTAL FUNDS HELD BY PARISH COUNCIL AT 20.03.17		£5,563.30

Authorisation of Precept, Highways & Environmental Grant and Transparency Code Grant cheques:

Proposed by: Cllr. L Gray
 Seconded by: Cllr. Madeley
 Vote: Unanimous

033/17/2 - Cash Book/Bank Statement reconciliation.

HSBC Bank Statement numbered 65 was presented to members to verify the Clerk's bank statement/cash book reconciliation. Cllr. S Jones duly verified and signed the reconciliation.

033/17/3 - consideration of Pay Roll Administrator's revised scale of charges.

The Clerk advised that the Pay Roll Administrator (Mrs D Malley) seeks to increase her charges from £58 p.a. to £73 p.a. - an increase of £15. This was not unreasonable as in addition to dealing with the monthly payroll and filing all returns etc with HMRC, she is now also having to file forms and returns with the Pensions Regulator, due to the Workplace Pension Scheme introduced by the government in 2015, which affects all employers who employ at least one person.

The members unanimously agreed to accept Mrs Malley's revised terms and conditions.

034/17 - Questions for the Chairman

No questions were raised with the Chairman.

There being no further business to conduct, the Chairman closed the meeting at 9.10pm

Date & Venue of the ANNUAL PARISH MEETING, followed by the Annual General Meeting with the newly elected councillors

Monday 15th May 2017, 7.30pm at Hope Bowdler Village Hall

MINUTES SIGNED BY: _____

DATED _____