

CULMINGTON PARISH COUNCIL

Chairman: Mr Ian Steele

Heather Coonick, Clerk and Responsible Financial Officer, Hopton Gate Cottage, Haytons Bent, Ludlow, SY8 2BE – 07817607355 culmingtonpc@gmail.com www.culmington.org

Annual Parish Council Meeting

Minutes

On TUESDAY 11th May, 2021 at Culmington Village Hall. The Meeting commenced at 8pm.

Present: Cllr Steele (Chair), Cllr Pike, Cllrs Alderson, Byng, Holland, Mear, Seabrook, Turley and Watts.

In Attendance: Cllr Motley (Shropshire Council) and Heather Coonick, (Clerk/RFO)

- 1.0 Election of Chair and Vice Chair:** Cllr Steele was PROPOSED for Chair by Cllr Turley and SECONDED by Cllr Byng. Cllr Pike was PROPOSED for Vice Chair by Cllr Watts and SECONDED by Cllr Mear, RESOLVED unanimous. Cllr Steele thanked Mrs Jenny Norton for her many years as a Councillor and wished her well for the future and welcomed Cllr Byng onto the council.
- 2.0 Complete Acceptance of Office and Disclosable Interest Forms:** Completed by all 9 elected councillors.
- 3.0 Apologies for Absence:** None
- 4.0 Declarations of Interest relating to this meeting:** Members are requested to declare any Disclosable Pecuniary 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: None
- 5.0 Minutes:** RESOLVED (unanimous) that the Minutes of the ordinary meeting of Culmington Parish Council held on 6th April 2021 were approved as a correct record and signed by the Chairman. PROPOSED Cllr Watts SECONDED Cllr Turley. RESOLVED unanimous. The Clerk reported that footpath obstruction, the lorries at the Laundry Works and Rural Crime had been reported to the Safer Neighbourhood Officer from West Mercia Police.
- 6.0 Election of Representatives**
 - 6.1. Village Hall:** Cllr Mear
 - 6.2. South Shropshire Area Committee:** Cllr Steele
 - 6.3. Flood Committee:** Cllr Byng
 - 6.4. Emergency Representative:** Cllr Byng
 - 6.5. Finance Checker:** Cllr Mear
- 7.0 Consider Issues Raised at the Annual Meeting:** Issues raised will be dealt with by the Footpath Group
- 8.0 Review and Adopt the Standing Orders:** Proposed Cllr Pike, Seconded Cllr Watts
- 9.0 Review and Adopt the Financial Regulations:** Proposed Cllr Alderson Seconded Cllr Holland
- 10.0 Review and Adopt the Code of Conduct:** Proposed Cllr Byng, Seconded Cllr Seabrook
- 11.0 Review the dates of the Meetings:** All dates agreed.
- 12.0 Finance**
 - 12.1. Payments: J Williams (Footpaths) £103.41** for Fencing Tamper and Maul Hammer. The Clerk will add the Footpath Group equipment to the Asset Register. **H Coonick (Clerk) £101.07** for Stamps, stationary, inks, website domain and antivirus software. **Proposed Cllr Alderson Seconded Cllr Pike. Resolved**

12.2. Review and authorise payment of Insurance: Only two of three requested quotes had been received. Once the third has been received the Clerk will pay £363.83 or less so long as the cover is equivalent. **Proposed Cllr Pike Seconded Cllr Anderson Resolved.**

12.3. Review and authorise donations: Payments to: Severn Hospice £25, Hope House Children's Hospice £25, Citizens Advice £20, Ripples Magazine £30, Buzzard Bus £20, West Shropshire Talking Newspaper £10, County Air Ambulance £30, Ludlow Hospital League of Friends £20. A donation to the Clover Club will be discussed at the next meeting. **Proposed Cllr Pike Seconded Cllr Alderson. Resolved.** The Clerk reported that an error had been made of £5 in last year's payments.

- 13.0 Planning: 21/00887/PIAPA (validated: 19/04/2021) Address: Seifton Village Hall, Seifton, Craven Arms, Shropshire, SY8 2DH Proposal: Application for prior approval under Part 3, Class M of the Town & Country Planning (General Permitted Development) (England) Order 2015 for the conversion of a retail unit to 1No single storey dwelling:** Although this application was supported when it was last submitted, local circumstances have changed and the Councillors do not support it now. There have been numerous complaints about noise and traffic regarding the Laundry works opposite the site. An additional entrance/exit in this area will increase the concerns already raised by the Parish Council over road safety. The plans and accompanying form are dated 2016 and are not current. The Septic Tank may not be adequate for the occupancy planned.
- 14.0 Update on Environmental Maintenance Contract:** The Clerk reported that Gary Trim has terminated his contract with the council. The contract has been advertised in Ripples with one enquiry but no tender submitted. The contractor presently working for Stanton Lacy Parish Council is willing to be considered for Culmington and this will be discussed at the next meeting.
- 15.0 Decide on Action Regarding Risk of Fire at Laundry Works:** The Clerk was asked to contact the Environment Agency to ascertain the risk assessment in place at the Laundry Works. Cllr Mear will discuss the matter with a contact in the Fire Service.
- 16.0 Items for the Next Meeting:** a. Donation to the Clover Club b. Environmental Maintenance Contract c. Lorries travelling through Burley (the Clerk will report to Shropshire Council).

Date of the Next Meeting: Annual Parish Meeting and Annual Parish Council Meeting 7.30pm
1st June 2021.

The meeting Closed at 8.55pm

Signed by the Chairman:

Date: