

Culmington Parish Council

Draft Minutes of the Ordinary Meeting on Tuesday 4th June 2024

Attendance: Councillors Mr M Seabrook (Chair), Mr Ian Alderson, Mrs C Byng, Ms J Mear, and Mr J Turley. Cllr Cecilia Motley (Shropshire Council) and H Coonick (Clerk/RFO)

1. **Receive and Accept Apologies for Absence:** Mr A Pike (Vice Chair), Mrs M Holland, Mr I Steele, and Ms J Watts
2. **Declarations of Interest relating to this meeting:** Cllr Byng (Item 10.1)
3. **Public Involvement Session:** A member of the public asked about siting a static caravan in the garden of his home whilst he completes renovation works and erecting a shed to the rear of the property. Cllr Motley advised him to discuss both matters with Shropshire Council.
4. **Minutes:** To approve as a correct record and sign the minutes of the Annual Parish and Annual Parish Council meetings held on 7th May 2024.
RESOLVED: to approve as a correct record and sign the minutes of the Annual Parish and Annual Parish Council meetings held on the 7th May 2024
5. **Community Governance and Boundary Review:**
 - 5.1. Update on the Boundary at Seifton Batch: the Clerk had received a reply from Diddlebury Parish Council on 16th May stating that the email would be passed to Cllr Povey to respond. Nothing further has been received.
RESOLVED: to write to Shropshire Council informing them of the proposed boundary changes except the unresolved boundary at Seifton Batch.
6. **Reports from Members**
 - 6.1. Shropshire Council – Cllr Motley reported that the Council Social Care department is being assessed by the Care Quality Commission. There is a meeting regarding the Community Governance Review next week when she hopes to find out the timescale for changes to Parish Boundaries.
 - 6.2. Village Hall Committee– Cllr Mear reported that the AGM had been held on the 14th May and sadly some people have stood down but they have welcomed some new people onto the committee. The main focus for the year ahead will be the plans for the new storage and bar and marketing and promotion. The Beefy Boys afternoon had been very successful with lots of families attending. There are DDay celebrations on 6th May when the beacon will be lit.
 - 6.3. Flood Action Group – Cllr Byng reported that there had not been a recent meeting.
7. **Highways**
 - 7.1. Update on the Speed Indicator Device at the Eastern Entrance to Culmington Village: Shropshire Council have replaced the post with a larger size and the Clerk has now ordered the new sign which will be installed towards the end of July.
 - 7.2. Update on the Desilting of Seifton Brook: since a site visit by Cllr Turley, Cllr Steele, the Clerk and the contractor there has been further discussions on the effectiveness of desilting the brook.
RESOLVED: to not desilt the brook this year. An open-ended licence for future desilting has been requested from Shropshire Council. The contractor to be informed that work will not be required this year and a payment of £100 for his assessment be made.
 - 7.3. Manhole Cover on Seifton Lane: Cllr Motley reported that the repairs are on Shropshire Council's list for repair but there is not timescale set. The Clerk will request an inspection report from Shropshire Council.

Culmington Parish Council

- 7.4. Surface of the ford on Seifton Lane: a parishioner had reported the poor surface on the entrance to the ford and has been advised to report it on Fix My Street.
8. **Update on the Blocked Bridleway:** The Rights of Way officer for Shropshire Council (SC) has informed the clerk that there were several issues on the footpath and bridleway, some of which will be addressed by the SC and further issues are the responsibility of the landowner. He plans to revisit the site in the near future. Works to be undertaken by SC has been delayed due to staffing issues.
9. **Consider Request for Local Connection for Affordable House:** Councillors considered the Affordable Housing Local Connection Criteria and the submission made by the applicant and can confirm that they fulfil the criteria.
RESOLVED: the Clerk will write to the applicant stating that the Parish Council confirms that they meet the criteria for a Local Connection.
10. **Planning:** Cllr Byng left the meeting.
10.1. 24/01651/FUL Removal of rendering south side of church tower and re-render, repair and restoration of stonework and pointing, new rendering of north, west and east elevations of tower to match south side, All Saints Church, Culmington, SY8 2DB.
RESOLVED: to support the application. Cllr Byng returned to the meeting.
11. **Consider the Emergency Officer Role:** Cllr Mear reported that the issue was on the agenda for the next meeting of the Village Hall Committee. She will report back to the next meeting.
12. **Finance:**
12.1. Review and Adopt the New Financial Regulations:
RESOLVED: to adopt the Financial Regulations.
12.2. Review and Adopt the Internal Controls
RESOLVED: to adopt the Internal Controls
12.3. Note Income: Neighbourhood Fund: £3,234.22: noted. The Clerk will check which property attracted this payment.
12.4. Authorise Payments:
12.4.1. TWM Traffic Control £3938.59
12.4.2. H Coonick (Clerk) and HMRC (Salary April-June) 863.75
12.4.3. H Coonick (Clerk) Travel £14.85
12.4.4. H Coonick (Clerk) Reimbursement for inks £30.97
12.4.5. D Lewis Inv 530 (Environmental Maintenance) £99.00
12.4.6. C. Barr (Desilting Consultation) £100
RESOLVED: to authorise the payments 12.4.1 – 12.4.6.
13. **Items for the Parish Council Meeting on Tuesday 2nd July 2024**
13.1. Update on plans for the empty housing association property
13.2. Emergency Officer

Signed by the Chair:

Date: