

# Hadnall Parish Council

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## Minutes of the meeting held on Zoom on 14<sup>th</sup> September 2020 at 7.30pm

**20/065 PRESENT – Councillors:** Jim Slater (chair), Barry Bell, Andy Brisbourne, Barrie Davies, John Harrison, Neil Duxbury. **Clerk:** Alison Utting. **Also:** Cllr Simon Jones (Shropshire Council), 1 member of public.

**APOLOGIES FOR ABSENCE –** Arthur Amos (holiday), Nigel Clifford (work).

**20/066 PUBLIC PARTICIPATION SESSION –** No matters raised.

**20/067 DECLARATIONS OF INTEREST –** None.

**20/068 MINUTES –** The Council agreed that the Chairman should sign the minutes of the 13<sup>th</sup> July 2020 as a true and correct record of the meeting.

### **20/069 PROGRESS REPORT**

- a) **Moat footpath – ACTION:** Clerk to obtain formal letter of permission from Sansaw Estate (at SC's request). **ACTION:** Clerk to seek advice from SC planning department on how to apply for current and retrospective permission for the paths.
- b) **Attenuation pool and flow control chamber –** BB has arranged to meet James Thompson at the pool to discuss the problems. **ACTION:** SJ to contact drainage department at SC to find out who is responsible for the flow control chamber.
- c) **Trees at Wedgefields –** No progress to report. **ACTION:** Clerk to do land search.
- d) **Ditch at Wedgefields –** ND trying to find contact at Diocese.
- e) **Streetlight No. 29 –** Still awaiting connection. **ACTION:** ND to chase.
- f) **Highway signs –** No progress to report. **ACTION:** Major problems to be reported to SC by Clerk.
- g) **A49 culvert –** ND has confirmed that SC is responsible. He has requested that they inspect the culvert.
- h) **Abbots Lea footpath –** The footpath has been opened. **ACTION:** SJ to find out whether the development has now been adopted by SC Highways.

- i) **Speeding** – Police have continued with speed enforcement activity within the village.  
**ACTION:** Clerk to request recent speed enforcement data from the Road Safety Team and to ask whether speed enforcement activity can be carried out in the 40mph zones.
- j) **Bowling Club lease** – The lease document has been received from the solicitors and will be stored by the Clerk.
- k) **Tree plaque in Willow Court** – Thanks to ND, who has restored the plaque to a much better condition.
- l) **COVID rules and advice** – The Council reviewed the updated guidance and decided to continue with online meetings for the time being.

**20/070 OTHER REPORTS** – SJ reported briefly on Shropshire Council matters.

#### **20/071 CAR PARK PURCHASE**

a) **Analysis of survey data**

There were 73 online responses received between 28/07/20 and 08/09/20. No paper responses were received. In summary, 65% supported the proposal with 32% against. 3% of respondents were undecided.

Council approved retrospectively the purchase of a 12-month contract for Survey Monkey at £384 (to also be used for future surveys). This had been approved by all councillors on email.

b) **Budget review**

Council noted the adjusted spending projection for 2020-21 to include the maximum estimated loan repayments. The payments are manageable within the existing budget.

c) **Purchase**

Council RESOLVED to proceed with the purchase of the land know as Saracens car park. **ACTION:** JS to arrange for a formal valuation.

d) **Resolution to borrow**

It was RESOLVED to seek the approval of the Secretary of State for Housing, Communities & Local Government to apply for a PWLB loan of £50,000 over the borrowing term of 30 years for the purchase of the land know as Saracens car park.

It was AGREED to opt for the fixed rate loan (approx. 2.67%). The annual loan repayments will come to around £2414.

It is not intended to increase the council tax precept for the purpose of the loan repayments.

## 20/072 PLAY FACILITIES

- a) **Young children's play area:** The Council has received the formal handover documents from Playdale. Minor repairs have been carried out on the slide (JS). A new risk assessment was completed and as a result, signage has been installed with advice on reducing risk of viral transmission, and the play area opened to the public. **ACTION:** BD to carry out quarterly visual inspection of new equipment as per Playdale's recommendations, commencing immediately. The Council also considered two quotes for the new dedication plaque and agreed to order the least expensive. It is planned to install the plaque by mid-October. **ACTION:** JH to order sign.
- b) **Recreation facilities for older children** – It was agreed that the working group be convened and that residents, especially young people, be invited to join the group. Aims: The group will consider what is wanted, where it might be sited and how it might be funded. It will present the results of this research back to Council as recommendations. **ACTION:** JS, JH and NC to convene the working group. Clerk to publicise.

**20/073 DEFIBRILLATOR** – Council agreed to the funding request submitted by 'Getting to the Heart of Hadnall' to pay for the Numbers Plus callout system for 3 years. It was agreed that Council pay Numbers Plus directly each April, £99 plus VAT = £118 per annum. JH reported that the defibrillator is currently being held by West Mercia Police, following theft and damage to the box. Plan for repair/replacement in hand.

**20/074 PEDESTRIAN CROSSING** – SJ has been investigating the possibility of installing signal controls at the zebra crossing. **ACTION:** He will first establish whether this is technically viable. Then he will investigate possible sources of funding and report back to the Parish Council.

## 20/075 PLANNING

- a) Council noted that an appeal has been lodged against the decision on 19/04571/OUT.
- b) There were no further planning applications received.

## 20/076 FINANCE

- a) Council noted the 2020/21 NJC Salary Pay Scales , published August 28<sup>th</sup> but award backdated to 1<sup>st</sup> April 2020. **ACTION:** The Clerk to be notified of pay increase accordingly.
- b) Council approved payment of £350 to SLCC, for the Clerk's CiLCA registration. **ACTION:** Clerk to register before 1<sup>st</sup> October.
- c) It was resolved that the following payments be approved and that two signatories are authorised to sign the cheques:

151.40	PAYE payment (06/01/20-05/04/20)
20334.29	Final invoice for play equipment and installation
42.00	COVID advisory signs for play area
102.94	Electricity for street lighting (31/03/20-30/06/20)
58.03	Materials for slide repairs
414.45	Clerk's salary, backdated pay, WFH allowance, mileage (Aug)
14.39	Zoom account for online meetings (27/08/20-26/09/20)
9.12	Postage
66.00	SALC affiliation fee 2020-21 (supplementary invoice)
384.00	Survey Monkey annual plan (21/08/20-20/08/21)

The following receipts were noted:

250.00	Bowling Club rent 2020-21
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- d) Council approved the accounts and bank reconciliation to 30/08/20.
- e) Council considered the implications of the coronavirus epidemic on the Council's financial situation. There has been negligible impact.
- f) A comprehensive asset register has been compiled by ND. **ACTION:** Values to be completed by ND and JS.
- g) **ACTION:** The Clerk to contact NC to arrange mid-year internal check.

## 20/077 LEGAL MATTERS

- a) Councillors have reviewed their Declaration of Interest records. **ACTION:** AA needs to complete his and submit to the Monitoring Officer.
- b) The following policies were **reviewed**:
  - *Standing Orders (including addendum for online meetings)*. Council agreed to amend 8a in Standing Orders to read: 'A quorum of the Council shall be one third of full council, or three members, whichever is the greater.'
  - *Financial Regulations*.

The following policies were **adopted**:

- *Risk Management Policy*
  - *Planning committee terms of reference*
- c) The new Model Code of Conduct has not yet been published so could not be adopted.
  - d) Council confirmed the **Website Accessibility Statement** ([hadnallcouncil.co.uk](http://hadnallcouncil.co.uk)). It was noted that Web Orchard had suggested that all uploaded documents could be embedded in website pages to maximise accessibility, but Council considers this impractical at this time. It was also noted that planning applications and councillor details are not currently on the website. **ACTION:** Clerk to contact Web Orchard about the possibility of adding relevant pages.

## 20/078 CORRESPONDENCE

- a) Email from Hawkstone Close resident requesting 'No Cycling' and 'No Dog Fouling' signs on Hawkstone Close. Council considered the request but felt that added signs would have little effect.
- b) Connecting Shropshire Broadband Update received.
- c) Steve Jenkins Fitness contacted the Council and was given permission to hold outdoor classes on the village green.
- d) Fire & Rescue Service are conducting a consultation, end date 30<sup>th</sup> September.
- e) SALC training courses available – Cllrs to contact Clerk if required.

**20/079 PARISH MATTERS**

- a) **ACTION:** Clerk to contact SC to request hedge cutting in Hawkstone Close.
- b) **ACTION:** Clerk to write to Clair Brettell to express thanks for the second goalpost on the green.
- c) ND reported that the Village Hall has reopened with all necessary measures in place.

**20/080 FUTURE MEETINGS** – October 12th, November 9th, January 11th, February 8th, March 8th, April 12th. Meetings to continue online until further notice.

The meeting closed at 9.10pm.

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

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