

Melverley Parish Council

Chairman: Mr. B.C. Edwards Tel: 01691 682340

Minutes of the Parish Council Meeting held in the Village Hall on Wednesday 5th December 2018

1. Permission for members of the Public to speak (10 mins)
No members of the public were present
2. Present
Councillor BC Edwards (BCE, Chairman), Councillor S Herbert-Jones (SJH, Vice Chairman),
Councillor C Jones (CJ), Councillor S Clarke (SC), Dr. AJ Bater (AJB, Clerk), PCSO C Iremonger (CI),
PCSO Stuart Carrol
3. Apologies
None received
4. Declaration of Interest
The councillors initialled the declaration of interest form
5. Minutes of the meeting on 10th October 2018
The minutes were confirmed as a correct record of the meeting and were signed off by the chairman.
AJB reported that he had contacted Councillor Matt Lee with respect to the badger damage to the road near the river bridge but had received no response to date. BCE reported that the problems with the culvert near White House had now been addressed and the issue was resolved.
6. Constitutional basis of Meverley Parish Council
 - Contract and job description for clerk
Model contracts of employment and job descriptions were discussed and a figure of five hours per week was approved. SJH proposed that the draft documents be accepted and that the precept be increased to cover the costs of the clerk's salary. CJ seconded the motion and it was approved without a vote.
 - Standing orders and financial regulations
It was resolved to deal with these at the January and March meetings respectively. The clerk to circulate electronic copies of model documents in advance of meetings, and to provide paper copies for discussion at the meetings.
 - Training
AJB reported that councillors and clerk should undergo continuous professional development and that he will be maintaining a log of training offered and received. The meeting agreed that each councillor should attend at least one training course per year. The clerk to identify suitable courses and bring to the attention of the councillors. The meeting resolved to increase the precept to provide a training budget.
7. Encampment on Common Lane, Bontain – to decide on response to request for information from Shropshire Council Community Enablement Team (North)
AJB read an email from Mrs Mandy Cooke, Public Protection Officer at Shropshire Council. A Meverley resident had reported concerns to them and they had duly investigated. They determined that the land is privately owned and the occupiers are there with the owners consent. The occupiers are aware of the likelihood of flooding. No issues of environmental health issues were witnessed, nor any littering along the nearby bridleway. Therefore the Community Protection Team have no powers to take further action. They have referred the matter to the Planning Enforcement Team who are currently investigating the nature of the occupation of the land and will take appropriate action where necessary.

Melverley Parish Council

Chairman: Mr. B.C. Edwards Tel: 01691 682340

CI reported that the police had received only one call about this encampment, and that concerned reported damage to a hedgerow. No action was required.

The meeting resolved to keep up the pressure on the relevant authorities and instructed to again raise the matter with the Planning authorities as the land is agricultural and would require an application for change of use and permits for residential use, with the environmental health team because of the danger of groundwater contamination from sewage and grey water, as no foul drains are available, and with Severn Trent Water as it is uncertain from where the occupiers are obtaining their water supply. Clerk to pass this information back to Shropshire Council Community Enablement Team (North).

8. Village defibrillator

SJH reported that she had continued to collect information of defibrillators but had delayed taking the matter further because of the uncertainty about the future of the village hall where the equipment was likely to be situated. AJB suggested that the phone box could be used as had been done elsewhere. This was noted, although BT would need to be contacted. The meeting resolved to defer further consideration of this matter until March, by when the village hall situation should have been clarified.

9. Stiles on footpath from Bontain to Molverley

SC reported his progress in obtaining the necessary land owner permissions. He had received verbal permission from one landowner and was awaiting written confirmation. He had so far been unable to ascertain the owner of the land between Minavon and the Old Rectory. The occupier has not been forthcoming about from who he rents the land. SJH will help to identify the landowner.

10. Finance

- **Payments:**
payments were authorised for SALC annual affiliation fees and to Namesco Limited for the biennial payment for the use of the melverleyipc.org.uk domain name.
- **Receipts**
None received
- **Precept for 2019**
The meeting agreed that it would be necessary to raise the precept by £2500 to cover the cost of the clerk's salary and by £500 to provide a training budget. This was likely to increase the charge to a band property by approximately £57.75 based upon last year's tax base figures. Clerk to prepare precept request for approval at next meeting.
- **Bank account changes**
Final signatures now received so form can be submitted to Barclays Bank. CJ will hand it in in person.
- **Internal Audit: to appoint auditor**

11. Correspondence

- Funding is available from Police and Crime Commissioner for road safety schemes. Possibilities discussed included road safety mirrors at Rectory Corner and Crosslanes, and sharp bend warning signs near the Roundabout. Also the flood warning sign at Rectory Corner is badly damaged and needs replacement. Clerk to approach Councillor Steve Davenport, cabinet member for highways and transport to identify preferred supplier and contractor so cost estimates can be obtained.

Melverley Parish Council

Chairman: Mr. B.C. Edwards Tel: 01691 682340

- Community Infrastructure Levy – Neighbourhood Fund. Email from Shropshire Council suggested that we would receive a refund for local infrastructure projects. However, as Melverley raised no CIL moneys during 2017/18, no refund will be forthcoming

12. Reports

- Police. CI reported only 2 calls from Melverley recently, both false. Also 1 fraud reported, and 1 dog stolen. In nearby parishes there have been reports of vans behaving suspiciously. Police will endeavour to maintain a more visible presence.
- Shropshire Council – none received
- Local Area Committee - has not met recently

13. Any Other Business with permission of Chairman

The future of the village hall was discussed. Resolved to defer any further consideration until after an open public meeting and public consultation.

The date for the annual Christmas meal was decided as 4th January

14. Dates of Next Year's Meetings

The Parish Council meetings in 2019 will be held on 30th January, 6th March, 1st May (to coincide with Annual Parish Meeting and AGM), 3rd July, 4th September and 6th November

Dr. A. J. Bater
Clerk to Melverley P.C.

Dated: 5th December 2018